



ITEM NO. 14

STAFF REPORT

CITY OF OCEANSIDE

DATE: March 4, 2009

TO: Honorable Mayor and Councilmembers
Chairman and Members of the Community Development Commission

FROM: Economic and Community Development Department
Harbor and Beaches Department

SUBJECT: **APPROVAL TO ISSUE REQUEST FOR PROPOSALS TO DEVELOP
DESIGNS AND CONSTRUCTION DRAWINGS FOR THE RESTROOMS
AND APPROVAL TO ISSUE AN RFP TO HIRE AN ARCHITECT-
DESIGNER TO DEVELOP A CONCEPT FOR THE
AMPHITHEATRE/BAND SHELL AREA**

SYNOPSIS

Staff recommends that the City Council and Community Development Commission approve the issuance of a Request for Proposals (RFP) to develop designs, construction plans and engineering specifications to complete the renovation, replacement and construction of new restrooms in the waterfront study area; and approve the issuance of an RFP for architectural and design services to develop concept plans for the band shell and amphitheatre areas.

BACKGROUND

Wallace Roberts Todd (WRT), a consultant hired by the City to provide concept designs for public improvements located along the Strand and Pier areas, made several recommendations at a City Council workshop in August 2007. WRT recommendations were based upon an analysis of existing site conditions as well as input gathered from the public from two community meetings.

The City Council indicated the first priority was the "core" area and restrooms and the second priority is the Pier area. Council also recommended eliminating the Wave-Walk from the Master Plan. Council directed staff to prepare a first phase prioritization list, analysis of phasing options and estimated construction costs. This request is for authorization of two RFPs, one for the Phase 1 implementation which includes technical studies and construction drawings, and the second is for Pier improvements to provide construction drawings for public bid.



ANALYSIS

The City Council directed the Waterfront Improvement team to focus on the core area and implement the Council's and the community's priorities. Due to the large size of the project, staff is proposing to use \$4.5 million in Redevelopment Bond funding (Approved in the 2008 Capital Improvement Budget) for construction plans and for Phase 1.

Phase 1 focuses on preparing plans to replace the old existing restrooms with new ADA accessible restrooms, drinking fountains, outdoor showers, and site furnishings located at several locations on The Strand including Breakwater, Sportfisher, Tyson Park, Wisconsin Street and the Pier.

Staff believes that designing and constructing all of the restrooms at one time will save costs due to the economies of scale. A design and construction cost has been estimated at \$3.1 million.

Staff also proposes to prepare a concept design for the amphitheatre and band shell areas. This phase will have additional community participation due to strong community concern for this sensitive area. Cost estimates will be determined based upon the proposals received.

Once the concept has been approved, staff will bring back to City Council a Professional Services Agreement (PSA) for an architectural/engineering firm for construction drawings for the replacement and renovation of the restrooms. In addition, a second PSA will be issued for an architect-designer for the design of the amphitheatre and band shell areas.

FISCAL IMPACT

Redevelopment's Capital Improvement Project (CIP) account number 591.878884.5241 for the Waterfront Improvements has an available balance of \$1,803,887 for FY 2008-09; For FY 2009-10, \$2,000,000 will be requested through the mid-cycle budget process and \$998,265 will be requested through the FY 2010-2012 biennial budget process. These amounts include the cost for the WRT contract, construction drawings and the physical improvements. The use of Redevelopment Bond Funds is legally limited for its use and can only be used for items such as planning, designing, engineering, and constructing improvements and only within the Redevelopment Project Area.

COMMISSION OR COMMITTEE REPORT

The Harbor & Beaches Advisory Committee reviewed the Phase 1 plan at the January 22, 2009 meeting and recommended approval 7-0.

The Redevelopment Advisory Committee reviewed the Phase 1 plan at its meeting on

January 28, 2009, recommended approval 7-0.

The Economic Development Commission reviewed the Phase 1 plan at its February 3, 2009 meeting, and was supportive of the project.

The Arts Commission reviewed the Phase 1 at its February 2 & March 2, 2009 meetings, and was supportive of the project.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney.

RECOMMENDATION

Staff recommends that the City Council and Community Development Commission approve the issuance of a Request for Proposals (RFP) to develop designs, construction plans and engineering specifications to complete the renovation, replacement and construction of new restrooms in the waterfront study area; and approve the issuance of an RFP for architectural and design services to develop concept plans for the band shell and amphitheatre areas.

PREPARED BY:

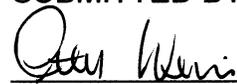


Kathy Baker
Redevelopment Manager



Ray Duncan
Harbor and Beaches Manager

SUBMITTED BY:



Peter Weiss
City Manager / Executive Director

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager
Don Hadley, Deputy City Manager
Jane McVey, Economic & Community Development Director
Teri Ferro, Financial Services Director



ATTACHMENTS/EXHIBITS:

1. Estimated Cost
2. RFP Beach Restrooms
3. RFP Band Shell & Amphitheatre

REQUEST FOR PROPOSAL
City of Oceanside

**Design services to
develop a concept and plan for the
Community Area of Oceanside's
unique waterfront, including a world-
class outdoor performance venue**

**Mandatory Pre-proposal Meeting
9:00 – 11:00 a.m. on May, 6 2009
in the City Council Chambers**

**Responses Due by June 25, 2009
at 4:00 p.m.**

**Kathy Baker
City of Oceanside
300 North Coast Highway
Oceanside, CA 92054
3rd Floor Economic & Community Development
Department**

City of Oceanside

Economic & Community Development Department

REQUEST FOR PROPOSAL (RFP)

To Provide: Architectural and other design services to develop a concept and preliminary plans for the Community Area of Oceanside's Waterfront, including a world-class, outdoor performance venue

Location: In the beach area at the foot of the Oceanside Municipal Pier

Deadline: 4:00 p.m. on June 25, 2009 at Economic and Community Development Department

Contact: Kathy Baker, Redevelopment Manager
760-435-3547
kbaker@ci.oceanside.ca.us

OVERVIEW:

The Economic and Community Development Department of the City of Oceanside is requesting proposals from qualified firms/teams (hereafter *Consultant Team*) to develop conceptual ideas and designs; develop preliminary plans; conduct presentations; and provide construction cost estimates for revitalizing the "community area" portion of the Oceanside Waterfront Vision Plan (roughly from the front of the Community Center to the Seagaze Street and hereafter called *Project Area*). Attachment "A" includes a map of the Project Area.

The City is looking for a qualified team having skills and experience designing viable, world class, community-serving and tourist-serving waterfront spaces that include a high-end performance venue as a focal point and a surrounding community area that would:

- have an integrated look-and-feel and aesthetic throughout the area
- include venues and other facilities that not only meet all functional requirements but also make an aesthetic/artistic statement on their own
- support a variety of consistent public uses throughout the Project Area. Click on the web-link below to access information on the vision for the Waterfront.
<http://www.ci.oceanside.ca.us/Datarelation.aspx?Content=269>.

The Consultant Team shall have experience with California Coastal Commission rules and procedures; designing outdoor performance venues and similar public spaces; government contracts; historic sensitivity and successfully working in a participatory community process.

DESIGN INTENT:

During the design process the Consultant Team would work closely with staff on the further development of concept designs that would meet the intent described above and would specifically include the following:

- A primary, world-class performance venue located in the same general vicinity as the existing band shell/amphitheatre.
 - The performance venue would be designed with advanced sound and lighting systems needed to support a variety of public and private events.
 - The seating area would be examined with a view toward increasing the usability of the seating for the various performance venue events and to substantially increase overall usage during a calendar year.
 - The seating area design should provide at least some shading
 - NOTE: This historic seating area was constructed using WPA (Works Progress Administration) funds in the 1930's as part of Franklin D. Roosevelt's New Deal program and special research and care should be used in any redesign proposals for this seating area.
- Design of all aspects and portions of the Project Area that:
 - supports a variety of historic uses, as well as new and innovative uses, for this unique and vital community space
 - preserves and expands public access to, and use of, the whole Project Area as defined in this RFP, including public access to areas around the primary performance venue when not used as such
 - provides a consistent, integrated look and feel and aesthetic throughout the Project Area that respects, and celebrates, the Environment and the Arts generally
 - adheres to Coastal Commission rules and regulations.
- Restrooms within the Project Area that serve both beach users and performance venue visitors including:
 - One new restroom facility in the Project Area.
 - The existing amphitheater restroom facility redesigned consistent with the above criteria, including its historic background.

The alternative and preferred design(s) would be presented by the Consultant Team at several public meetings, including, but not limited to, the Harbor and Beaches Advisory Committee, Economic Development Commission, Art Commission, the Redevelopment Advisory Committee, and the Community Development Commission (CDC)/City Council.

Input from the community, commissions, and committees will be considered in the final design. Final conceptual architectural plan(s) would be shown to the CDC/City Council for approval.

BACKGROUND:

Oceanside has 3.5 miles of sandy beaches with over one million visitors each year, a municipal fishing pier, a harbor with restaurants and shops, a municipal airport, miles of bike trails along the San Luis Rey River and the Coastal Rail Path and the historic Mission San Luis Rey. The City encompasses 42 square miles and enjoys cultural and ethnic diversity among its 180,000 citizens. Oceanside is the northern most City in San Diego County, is situated along Interstate 5, 35 miles north of San Diego and 83 miles south of Los Angeles. The City is bordered by the Pacific Ocean to the west, Camp Pendleton to the north, reaches inland about 9 miles to the east, and stretches south to the Buena Vista Lagoon.

Several years ago, City staff began discussing the improvements needed in the waterfront area. While the primary emphasis was on the degraded quality of the public restroom facilities due to age and waterfront location, the scope also covered items such as structural integrity of existing buildings and the Oceanside Pier, future capacity and aesthetics. In 2005, a Request for Proposals (RFP) was issued to hire a consultant team to research the issues, conduct public meetings and present a Waterfront Vision Plan for the area.

The firm of Wallace Roberts and Todd (WRT) was hired in September 2006. WRT and its team of specialists conducted a thorough analysis and investigation of the waterfront area and created a draft concept plan for the area.

A City Council Workshop was held in August 2007, where WRT presented waterfront improvement recommendations to City Council. The recommendations were based upon WRT's analysis of existing conditions and the information gathered at two community meetings. The City Council Workshop for the Waterfront Improvement Project evaluated only city owned properties and facilities located west from Pacific Street north to Breakwater, south to Wisconsin. The primary recommendations included:

- upgrading the core area surrounding the Pier as a priority
- adding new restrooms to the existing amphitheatre area and renovating the old restroom facility in the Community Area.

PROJECT DESCRIPTION:

The goal of this project is to implement Phase 1 of a variety of long-term improvements. Phase 1 will begin the process to provide a unified look to the Project Area in Oceanside's Waterfront.

CAPABILITIES:

The design consultant will be required to have a thorough knowledge of professional services and activities involved in creating viable, world class community-serving and tourist-serving waterfront spaces that include a high-end performance venue as a focal point and a surrounding community area that would:

- have an integrated look-and-feel throughout
- include venues and other facilities that not only meet all functional requirements but would also make a strong aesthetic/artistic statement on their own
- support a variety of consistent public uses throughout the Project as well as a comprehensive understanding of the process and procedures relating to public construction and development and of the requirements and options regarding the preservation of historic areas and facilities.

COORDINATION & MANAGEMENT:

It is the intent that the Consultant Team shall manage the services of the design team and coordinate with each of the team subcontractors, the City and other stakeholders, City of Oceanside Water Utilities Department, utility companies and other permitting agencies. Regular meetings would be held with selected members of the Consultant Team to manage and control the schedule and budget.

FIELD INVESTIGATIONS:

Field investigation will include the necessary site investigations to deliver the schematic design, including, but not limited to, utility verifications, soils investigations, pavement and sidewalk condition survey, drainage system inspection, landscape condition survey, and evaluation of the site for a world-class performance venue (including greenroom, sound, lighting, storage, seating, and related performance components) and for the other enhancements described in this RFP including the new restroom facilities to serve the beach and performance venue users.

DESIGN TASKS:

Design tasks shall include the necessary items in order to secure a fully entitled project including, but not limited to:

- Concept architecture and drawings to include three to five alternate designs for the full Project Area that would be considered by staff, the Community, the Commissions and City Council.
- Development of a Preferred Concept package.
- Visual simulations of proposed facilities and concepts for the surrounding Project Area and a visual analysis of the sensitive view shed.
- Preparation of concept site plans, floor plans, elevations, utility plans, landscape plans and all documentation necessary for application and entitlement processing.
- Estimates of probable construction costs.
- Illustrative renderings, models or other graphic presentations of the concepts suitable for Community, Commission and Council presentations.

Consultant Team shall also prepare material for, attend and facilitate six (6) public workshops and nine (9) public meetings before the following Committees/Commissions; Harbor & Beaches Advisory Committee; Economic Development Commission; Park and

Recreation Commission; Arts Commission; Redevelopment Advisory Committee; and Community Development Commission/City Council. Consultant Team shall also plan to meet with Coastal Commission staff once before the concept plans are finalized.

In addition, Consultant Team shall be prepared for and attend monthly status meetings with City Staff.

ENTITLEMENT TASKS:

- CEQA Review: Consultant Team shall prepare all CEQA documentation for the approval/entitlement process. CEQA documents would be reviewed and approved by the City.
- Coastal Development Permit: Consultant shall prepare necessary documentation to obtain a Coastal Development Permit, as issued by the City Council (appealable to the Coastal Commission).
- Consultant Team shall prepare and present project to the Community Development Commission/City Council for entitlement approvals.
- Consultant Team shall identify State and Federal Grant Funds to assist in funding the construction of restroom facilities, the performance venue, and/or the surrounding public space within the Project Area.
- Consultant Team shall assist the City in value engineering the project to help save money in construction.

TIMEFRAME:

The projected time to complete the project is a maximum of 18 months.

QUALIFICATIONS:

The Consultant Team must exhibit a wide range of capabilities and should have the following background:

- Creativity and experience solving design problems associated with creating a viable, world class community-serving and tourist-serving waterfront spaces that include a high-end performance venue as a focal point and a surrounding community area that would have an integrated look-and-feel throughout; would include venues and other facilities that not only meet all functional requirements but also make an aesthetic/artistic statement on their own; and, would support a variety of consistent public uses throughout the Project.
- Experience with design and development of plans for high-end performance venues in an outdoor setting such as the Project Area in this RFP, including all related components of such venues.
- Experience with California Coastal Commission rules and processes, ADA requirements, and historical preservation issues and option.
- Experience working on projects which require regular interface with City staff, City Councils, committee members and the public.

- Experience with team coordination and management.
- Experience with materials and designs used in a harsh waterfront environment.

PRE-PROPOSAL CONFERENCE:

There will be a mandatory pre-proposal conference on 05/06/09, at 9:00 a.m., in the City Council Chambers located at 300 North Coast Highway, Oceanside CA 92054.

NONDISCRIMINATION REQUIREMENT:

By responding to this RFP the applicant represents that it and any person or entity affiliated by it, does not and will not discriminate against any employee or applicant for employment because of race, religion, sex, color national origin, sexual orientation, ancestry, marital status, physical condition, pregnancy or pregnancy-related conditions, political affiliation or opinion, age or medical condition. Any subsequent contracts or agreements shall contain similar language and requirements pursuant to California law.

PROPOSAL SUBMISSION GUIDELINES:

The proposal shall layout the method for completing the scope of work. All proposals must include the following and be presented in the order outlined below for easy reference by the City:

1. A cover letter summarizing the proposal.
2. A statement of the approach demonstrating an understanding of the scope of services.
3. Detailed processes, suggested work schedule, milestones, timelines with appropriate work phase completion to include estimated costs to complete:
4. A detailed description of the work to be performed by the firm and sub-consultants and any assumptions made regarding work to be performed by the City of Oceanside.
5. A description of each firm (or subconsultant) on the Consultant Team.
6. Identification and background of primary Consultant Team members who will work on the project and their capabilities and experience. Include resumes of the professionals in each firm who will be responsible for completing the work and who will be working on the project, including a description of each sub-consultant firm (or person) and the work to be done by each sub-consultant. [Include resumes, organizational chart, and a discussion of any such special consultants.]
7. A representative list of major projects in which each firm and/or subconsultant has participated that describes the experience of the firm and the design team involved in those projects. 8.
9. Examples of recent similar projects with start dates, end dates, and budget.

10. Letters of recommendation and references from three other jurisdictions with comparable projects.
11. Statement as to the commitment by the Consultant Team to meet with the City staff, various committees, and the community in an open and public process.
12. Fee proposal for the above Scope of Work and all standard hourly billing rates.

Submissions should be limited to 30 pages, including the examples of recent projects. Resumes are not counted in the page limit. One unbound copy, one electronic copy, and six bound copies of the completed proposal must be received by **06/25/09 by 4:00 pm at:**

Economic & Community Development
 Attention: Kathy Baker, Redevelopment Manager
 300 North Coast Highway
 Oceanside, CA 92054

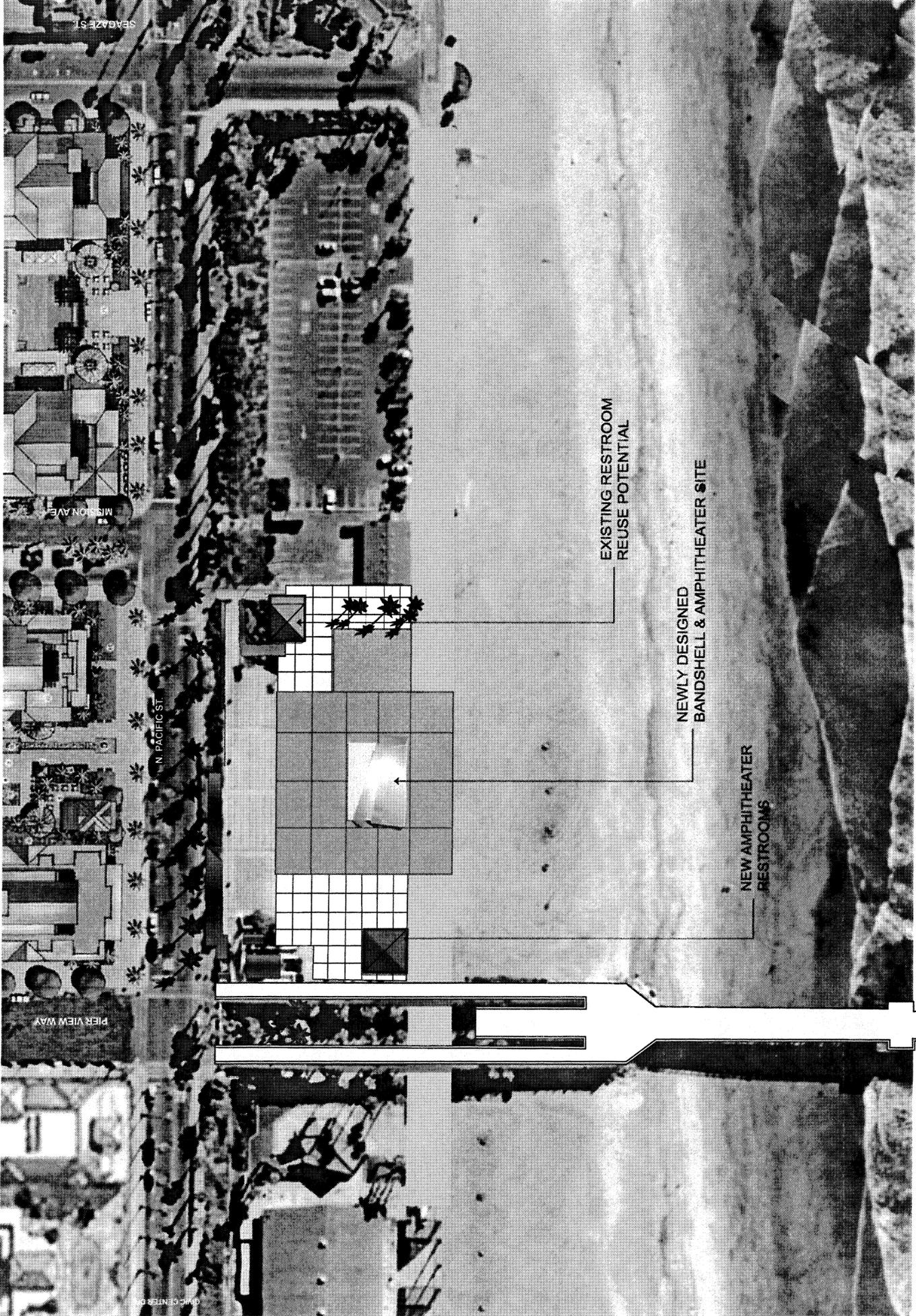
A selection panel will interview all qualified Consultant Teams and the top ranked Consultant Team will be recommended to the Community Development Commission.

PLEASE NOTE: Any entity, company and/or individual or combination thereof submitting a proposal does so with the express understanding that the Community Development Commission (CDC)/City of Oceanside reserves the right to select certain entities, companies, and/or individuals, OR a combination thereof, which includes, but is not limited to selecting members of different teams, who the CDC/City believes would best serve the overall development.

Further, notwithstanding the issuance of this RFP and the receipt of responses thereto, the CDC/City also reserves the right to not choose any of the firms that submit proposals in response to this RFP.

SCHEDULE OF RFP PROCESS:

- | | |
|----------------------------------------------------|----------|
| 1. Release RFP | 03/05/09 |
| 2. Mandatory Pre-proposal meeting 9:00 – 11:00 AM. | 05/06/09 |
| 3. Proposals due | 06/25/09 |
| 4. Notification of finalist(s) week of | TBD |
| 5. Consultant Interviews | TBD |
| 6. Community Development Commission Approval | TBD |



OCEANSIDE WATERFRONT VISION PLAN

FIRST PHASE - CORE AREA
March 2009



CONTRAL
BLACKLOCK
200

BY ARCHITECTS

WALLACE ROBERTS & TODD, INC.



REQUEST FOR PROPOSALS
City of Oceanside

**Architectural Design, Engineering and
Construction Management to build
new or renovate five existing beach
restrooms**

**Mandatory Pre-proposal meeting on 04/05/09
at 9:00 in the City Council Chambers**

Responses Due by 05/07/09 at 4:00 p.m.

**Kathy Baker
City of Oceanside
300 North Coast Highway
Oceanside, CA 92054
3rd Floor Economic & Community Development
Department**

City of Oceanside
Economic & Community Development Department
REQUEST FOR PROPOSALS (RFP)

To Provide: Architectural Design, Engineering and Construction Management to build new or renovate five existing beach restrooms.

Location: Along the Strand and beach front areas

Deadline: 05/07/09

Contact: Kathy Baker, Redevelopment Manger
760-435-3547
kbaker@ci.oceanside.ca.us

OVERVIEW:

The Economic and Community Development Department of the City of Oceanside is requesting proposals for comprehensive architectural design and engineering services to develop conceptual ideas and plans; conduct presentations; and provide cost proposals to renovate and develop new beach restrooms at five existing locations. The new and updated facilities would include new stalls, outdoor showers, drinking fountains and site furnishings, as part of the City of Oceanside's Waterfront Improvement Project.

The City is looking for a highly qualified team having skills and experience designing viable, high-end outdoor spaces and restroom facilities that would match in design aesthetics and needs to the surrounding areas and the Waterfront Area Improvement Master Plan. Click on the web-link below to access information on the vision for the Waterfront. <http://www.ci.oceanside.ca.us/Datarelation.aspx?Content=269>

Oceanside has 3.5 miles of sandy beaches with over one million visitors each year, a municipal fishing pier, a harbor with restaurants and shops, a municipal airport, miles of bike trails along the San Luis Rey River and the Coastal Rail Path and the historic Mission San Luis Rey. The City encompasses 42 square miles and enjoys cultural and ethnic diversity among its 180,000 citizens. Oceanside is the northern most City in San Diego County, is situated along Interstate 5, 35 miles north of San Diego and 83 miles south of Los Angeles. The City is bordered by the Pacific Ocean to the west, Camp Pendleton to the north, reaches inland about 9 miles to the east, and stretches south to the Buena Vista Lagoon.

The consultant Team should include a planner, an architect, and engineer to prepare concept plans to renovate and develop new beach restrooms at five existing locations at the beach. City staff from Economic & Community Development, Planning, Harbor and

Beaches, Engineering and the Building department will have an active role in the development process. Consultant team shall be required to conduct three (3) community workshops, two (2) meetings with California Coastal Commission staff, three (3) public hearings and monthly meetings with staff. The consultant Team must have experience with California Coastal Commission rules and procedures; waterfront or public space restroom facilities experience; experience working under government contracts; and working with the community process. Consultant team shall prepare all necessary plans and documents in order to obtain entitlement approval which shall include, a Development Plan, Coastal Permit and appropriate CEQA approval.

During the restroom design process the Consultant Team would work closely with staff on the development of concept designs that would meet the following criteria:

- Facilities would stay in the general footprint of the current building
- Goal is to increase the number of available stalls
- The restrooms should be designed with an economy of scale in mind so that a similar facility design can be duplicated at several locations
- The facility should employ sustainable design principles and practices
- The facility should be designed to be secure from vandalism
- The facility should be safe for users
- The use of natural light and natural ventilation should be used
- The goal is to decrease or maintain maintenance costs while providing a higher level of service to beach users
- The design should be reflective of the Oceanside Waterfront
- Design must adhere to Coastal Commission rules and regulations

Input from the community, commissions, and committees will be considered as appropriate in the final design. Final conceptual architectural plan(s) would be shown to the Community Development Commission/City Council for approval.

Upon approval of the Development Plan and Coastal Permit the consultant team shall be required to prepare all necessary construction drawings. The architectural design and engineering services need to include all elements necessary to obtain development approvals through the City's permit process. In addition, consultant team shall prepare all necessary cost estimates and shall assist the City in putting together all bid specifications and documents in order to go out to bid. Consultant team shall also assist City in construction management.

BACKGROUND:

Several years ago, City staff began discussing the improvements needed in the waterfront area. While the primary emphasis was the degraded quality of the public restroom facilities due to age and waterfront location, the scope also covered items such as structural integrity of existing buildings and the Oceanside Pier, future capacity and aesthetics. In 2005, a Request for Proposals (RFP) was issued to hire a consultant team to research the issues, conduct public meetings and present a Master Plan for the area.

The firm of Wallace Roberts and Todd (WRT) was hired in September 2006. WRT and its team of specialists conducted a thorough analysis and investigation of the waterfront area and created a draft concept plan for the area.

A City Council Workshop was held in August 2007, where WRT presented waterfront improvement recommendations to City Council. The recommendations were based upon WRT's analysis of existing conditions and the information gathered at two community meetings. The City Council Workshop for the Waterfront Improvement Project evaluated only city owned properties and facilities located west from Pacific Street to Breakwater, south to Wisconsin.

PROJECT DESCRIPTION:

The goal of this project is to implement the first phase of a variety of long-term improvements. Phase 1A will develop new and updated restroom facilities and increase stall count in the existing building footprints. The facilities would have site amenities which complement the existing waterfront areas such as outdoor showers, drinking fountains, trash receptacles, bike racks and benches. Economies of scale should be considered when developing the restrooms where the same or similar design would be used in each location that increases the stall count, has adequate security and are low maintenance.

California Coastal Commission, ADA and CEQA guidelines will need to be adhered to and the consultant will be required to obtain all necessary approvals and permits on behalf of the City that would be part of this process.

The locations for new and renovated restrooms include:

- Breakwater Restroom (expand to 12 stalls) with outdoor shower and drinking fountain
- Sportfisher Restroom (expand to 12 stalls) with outdoor shower and drinking fountain
- Tyson Park Restroom (expand to 12 stalls) with outdoor shower and drinking fountain

- All new restrooms should include stainless steel sinks “penal” type fixtures, low flow toilets and storage/maintenance areas.
- Wisconsin Street Restroom renovation
- Pier Restroom renovation
- Placing site furnishings such as benches, bicycle racks and trash/recycle receptacles would be included as part of the design.

Attachment “A” is a map of the restroom locations.

Attachment “B” outlines the Phase 1A improvement locations and projected cost to construct the facilities. The environmental and design aspects of the entire project are comprised in three tasks:

- Task 1: Preliminary/Conceptual Plans, Development Plan, Coastal Permit Approvals
- Task 2: Construction drawings for improvement and buildings
- Task 3: Construction Management

The proposal shall address Tasks 1, 2, and 3. Task 1 shall include completion of the conceptual plans, Development Plan and Coastal Permit approvals in accordance with the State of California Environmental Quality Act (CEQA) process and City of Oceanside requirements. Task 2 shall produce full working drawings for each restroom including engineering, landscape and architectural design. Task 3 shall provide support to the City during the contractor bidding and construction of the beach restrooms.

COORDINATION & MANAGEMENT:

The Principle shall manage the services of the design team and coordinate with each of the team sub-contractors, the City and other stakeholders, water utilities department and other permitting agencies. Regular meetings of the design team should be held to manage and control the schedule and budget.

FIELD INVESTIGATIONS:

Field investigation will include, but is not limited to site investigations, utility verifications, soils investigations, pavement and sidewalk condition survey, drainage system inspection, landscape condition survey, and evaluation of sites for additional restroom stalls, beach showers, drinking fountains and site furnishings.

SCOPE OF SERVICES:

The design consultant will be required to have a thorough knowledge of professional services and activities involved in viable, high-end, vandal resistant outdoor restroom design and consulting associated with public facilities and a comprehensive understanding of the processes and procedures relating to public construction and development.

Task 1 – Shall include the following items in order to secure a fully entitled project:

- Obtain Aerial Topographic Mapping (if City provided topo does not have enough information.)
- Prepare concept architecture renderings to include three to five alternate designs that would be considered by staff, the Community and CDC/City Council.
- Prepare concept site plans, utility plans, and landscape plans and application for entitlement processing.
- Consultant shall attend and participate in a three (3) community workshops, two (2) meeting with California Coastal Commission staff, three (3) public hearings and monthly meetings with staff.
- City of Oceanside and Environmental Approvals: The Development Plan is required to have specific items prepared necessary for the Coastal Permit, City, and CEQA review process.
- All environmental documents necessary for the CEQA review and approval/entitlement process will need to be prepared.
- Prepare and present the project to the CDC/City Council for entitlement approvals.

Task 2 – Final Engineering and Restroom Design

- Prepare construction documents to receive building permits. Documents shall include all necessary plans and document to gain permits (architectural, civil, electrical, mechanical, structural, plumbing, landscape, irrigation, etc.)
- Plans should include but are not limited to: Demolition Plan, Grading and Drainage Plan, Preparation of a Storm Water Mitigation Plan (SWMP), Geotechnical Investigation (soils report), Site Utility and Lighting Plan, Landscape and Irrigation Plan, Building Plans and Preliminary Cost Estimates. Consultant shall attend monthly review meetings with staff.
- The consultant shall prepare complete project specifications, calculations, conceptual/schematic programming, design development drawings, and construction documents necessary for formal public bidding and construction of beach restrooms.
- Prepare all construction documents with finalized plans and Specifications which have been prepared and ready for advertisement along with the final engineer's construction cost estimate.
- Seek out State and Federal Grant Funds to assist in funding the construction of restroom facilities.
- Construction Manager should assist the City in value engineering the project to help save money in construction.

- Plans, Specifications, & Estimate shall required architectural and engineering seals certifying their respective designs, along with stamped approvals from the necessary City of Oceanside Departments.

Task 3 – Construction Bid Support

- The consultant shall provide technical assistance to City staff which includes the following items:
 - Bidding Period – The consultant shall assist the City staff with Bidder inquiries, prepare contract addenda, and shall attend the pre-bid conference.
 - Construction Period – The consultant shall attend the pre-construction meeting, review and approve contract draws and change orders. This may also require design modification by the consultant.
 - Post Construction Period – Transfer and provide As-Built revisions to the original drawings of the project plan sheets based on the Resident Engineer's records.

TIMEFRAME:

The estimated time to complete the project, submit construction drawings, and receive building permits is a maximum of twelve (12) months. Construction is estimated at six (6) months.

QUALIFICATIONS:

The Qualified Team must exhibit a wide range of capabilities and should have the following background:

- Creativity and experience solving design problems associated with highly visible and highly utilized beach or park restrooms.
- Experience with ADA requirements and utility requirements for water/sewer systems at beach or park restrooms.
- Experience with design and development of construction drawings for beach or park restrooms.
- Experience with Coastal Commission rules and processes.
- Experience working on projects which require regular interface with committees and the public.
- Experience with team coordination and construction management.

PRE-PROPOSAL CONFERENCE:

There will be a **mandatory pre-proposal conference on 05/06/09, 9:00 a.m.**, in the City Council Chambers located at 300 North Coast Highway, Oceanside CA 92054.

NONDISCRIMINATION REQUIREMENT:

By responding to this RFP the applicant represents that it and any person or entity affiliated by it, does not and will not discriminate against any employee or applicant for employment because of race, religion, sex, color national origin, sexual orientation, ancestry, marital status, physical condition, pregnancy or pregnancy-related conditions, political affiliation or opinion, age or medical condition. Any subsequent contracts or agreements shall contain similar language and requirements pursuant to California law.

PROPOSAL SUBMISSION GUIDELINES:

The proposal must include a cover letter, a description of each firm on the design team, the team's capabilities, a discussion of the firm's experience relative to the projects requirements, examples of recent similar projects with start and completion dates and budget, letter of recommendation or reference from other Cities, ability to meet with the City staff, various committees and the community, and resumes of the professionals in each firm who will be responsible for completing the work and who will be working on the project.

The proposal shall layout the method for completing the scope of work. All proposals shall follow the outline format listed below:

1. A cover letter summarizing the proposal.
2. A statement of the approach demonstrating an understanding of the scope of services.
3. Detailed processes, work schedule, milestones, timelines with appropriate work phase completion to include estimated costs to complete:
 - a. Each Task listed in the RFP to have separate detailed information and cost estimates to complete each Task.
 - b. Include staff, community, and commission or committee meetings.
 - c. Processing of all entitlements on behalf of the City.
 - d. Preparation of all plans to construct the improvements.
 - e. Estimated construction schedule
4. A detailed description of the work to be performed by the firm and sub-consultants and any assumptions made regarding work to be performed by the City of Oceanside.
5. Identification and background of principals who will work on the project and the capabilities and experience.
6. List of major projects in which the firm and/or consultants has participated that describes the experience of each firm and the design team. Include resumes of the professionals in each firm who will be responsible for completing the work and who will be working on the project.
7. A description of each sub-consultant firm or person and the work to be done by each sub-consultant. Include resumes, and organizational chart, and a discussion of special consultants.

8. Examples of recent similar projects with start dates, end dates, and budget.
9. Letters of recommendation and/or three references from other jurisdictions with comparable projects.
10. Commitment to meet with the City staff, various committees, and the community in an open and public process.
11. A copy of all standard hourly billing rates.

Submissions should be limited to 30 pages, including the examples of recent projects. Resumes are not counted in the page limit. One unbound copy and six bound copies of the completed proposal must be submitted **by 05/07/09 4:00 p.m.**

Economic & Community Development
 Attention: Kathy Baker, Redevelopment Manager
 300 North Coast Highway
 Oceanside, CA 92054

A selection panel will interview all qualified teams and the top ranked team will be recommended to the Community Development Commission.

SCHEDULE OF RFP PROCESS:

- | | |
|-----------------------------------------------------|----------|
| 1. Release RFP | 03/05/09 |
| 2. Mandatory Pre-proposal meeting 9:00 – 11:00 a.m. | 04/06/09 |
| 3. Proposals due | 05/07/09 |
| 4. Notification of finalist(s) week of | TBD |
| 5. Consultant Interviews | TBD |
| 6. Community Development Commission Approval | TBD |

** Please be advised that any entity, company and/or individual or combination thereof submitting a proposal does so with the express understanding that the Community Development Commission (CDC)/City of Oceanside reserves the right to select certain entities, companies, and/or individuals, or a combination thereof, which includes, but is not limited to selecting members of different teams, who the CDC/City believes would best serve the overall development. Further, notwithstanding the issuance of this RFP and the receipt of responses thereto, the CDC/City also reserves the right to not choose any of the firms that submit proposals for the Waterfront Improvements, Phase 1A, Beach restrooms.*

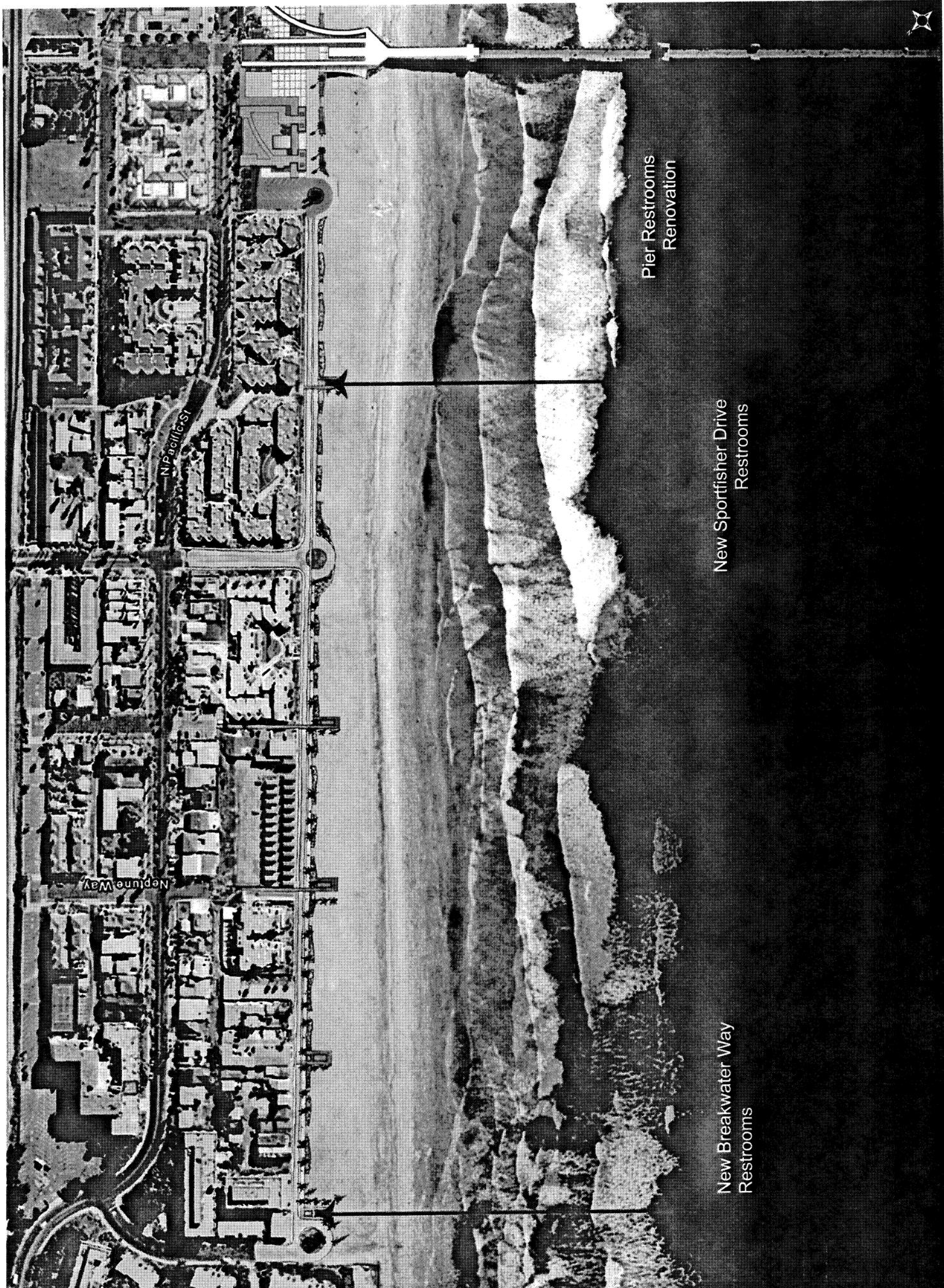


New Tyson Street
Park Restrooms

Wisconsin Street
Restroom Upgrade

OCEANSIDE WATERFRONT VISION PLAN





New Breakwater Way
Restrooms

New Sportfisher Drive
Restrooms

Pier Restrooms
Renovation

