



## **San Mateo County Harbor District**

### **Request for Proposals for Strategic Plan Development**

**Responses Due: No later than 3:00 p.m., Wednesday, June 28<sup>th</sup>, 2017**

#### **Questions and Points of Clarification:**

*1. Who are the San Mateo County Harbor District's (District) stakeholders?*

The District has a wide range of stakeholders, including but not limited to:

- Commercial and recreational fishermen, recreational boaters, kayakers, landside park users, and recreational visitors;
- Agencies such as the Coastal Commission, Coastal Conservancy, U.S. Coast Guard, San Mateo County Sheriff's office, local agencies, state agencies, and the citizens of San Mateo County;
- The District's Board of Commissioners and staff.

*2. How will these stakeholders be included in the District's strategic plan?*

The District considers a robust public outreach campaign essential to the development of a strategic plan. The District considers public meetings a necessity to inform the strategic plan. Other forms of outreach (surveys, postcard campaigns, phone polls, etc.) may be used in tandem if it will help ensure the District has reached as many stakeholders as possible.

*3. What areas of San Mateo County do the District's Board of Harbor Commissioners (Board) represent?*

Three members of the Board reside on the San Mateo County Pacific Coast, one in South San Francisco and the fifth in Menlo Park.

*4. Is there a current strategic plan for the Harbor?*

There is no current strategic plan. In 1991 a Master Plan was created for Pillar Point Harbor only.

*5. Must qualified firms have experience developing strategic plans specifically for marine related special districts?*

No. Any project work with any special district, harbor or marina should be highlighted in the proposal.

*6. Are there any budget constraints?*

The Board has not established a budget for this process.

*7. Will the consultant be gathering the necessary information or working with District staff to gather and interpret existing information?*

Both. The successful firm will work with District staff to interpret existing data and will facilitate the gathering of new data to ensure the success of the site specific strategic plan.