



Board of Harbor Commissioners

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RFP #2019-05 Master Plan Development

ADDENDUM 1

Request For Proposal documents for the San Mateo County Harbor District Master Plan Development Project are modified as follows, all bidders shall incorporate these revisions into bid proposals.

Questions/Clarifications:

- 1- One of the objectives for the master plan is stated as “to resolve existing land use conflicts”. Could you be more specific? For example, a conflict regarding lease terms and tenant’s activities, or regulatory requirements and current use, or between stakeholders.

District Response:

The “resolve existing land use conflicts” task refers to the winning proposer taking into consideration any conflict regarding lease terms, tenant activities, current use, regulatory agency challenges and assisting the District in the identification of any future improvements that may be necessary to existing facilities when formulating the Master Plan. Issues revealed by the winning proposer and brought to the District’s attention will be addressed in the Master Plan Development. As stated in the RFP, “Except in the unusual situation wherein the Consultant encounters circumstances which could not be reasonably anticipated, the District will not authorize payment beyond this amount. In consideration of this, any assumptions and/or the need for any contingencies must be clearly spelled out in the cost proposal and used as a basis to compute a not-to-exceed figure for the project. This figure should be sufficient to provide for any reasonably anticipated circumstances which may be encountered during project execution and completion.”

- 2- The project area encompasses two different locations supporting different communities and users. For public outreach, could you please provide some additional guidance as to how many public meetings in each location equates to a substantive effort?

District Response:

In addition to the listed (3) three workshops with the Board, for purposes of this RFP, robust public/stakeholder outreach will entail (4) four well-advertised public/stakeholder outreach meetings to be facilitated by the proposer, (2) two meetings at OPM Yacht Club and (2) at the District headquarters conference room in El Granada. If the winning proposer later advises additional public/stakeholder outreach meetings would be beneficial, change orders will be considered at proposer’s hourly rate.