



**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS (RFQ)
HEALTHY LIVING CAMPUS PROJECT – BIKE PATH, EIR SUPPORT
AND BRIDGING DOCUMENTS ARCHITECTURAL SERVICES
CONSULTANT**

Issue Date: June 13, 2019

Proposal Due Date: July 12, 2019

Proposals Directed To: Beach Cities Health District

Proposal Contact: Leslie Dickey
Leslie.Dickey@bchd.org

Number of Proposal Copies: 1 printed or 1 electronic copy

In compliance with this Request for Qualifications (RFQ) and to all conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed response or as mutually agreed upon by subsequent negotiation. By signature hereto, the proponent certifies that all representations and certifications contained in its response are complete and accurate as required.

Name and Address of Firm:

Name:

Signature:

Title:

Date:

Phone #:

Federal Emp. ID#

Fax #:

**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS (RFQ)
HEALTHY LIVING CAMPUS PROJECT – BIKE PATH, EIR SUPPORT
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**514 NORTH PROSPECT AVENUE
REDONDO BEACH, CA 90277**

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SECTION 1: GENERAL INFORMATION

1.1 Purpose

The intent of this Request for Qualifications ("RFQ") is to identify a Consultant who can provide services consistent with the scope of work included in this document, to Beach Cities Health District, a public agency that serves the cities of Hermosa Beach, Manhattan Beach and Redondo Beach.

Consultants must adhere to rigid performance standards that are mission critical to our facility's success. This document will provide Consultants with the information necessary to prepare and submit responses for consideration of this service. Consultants responding to this RFQ are expected to provide Beach Cities Health District (hereafter referred to as BCHD) with information and evidence that will enable the evaluation of the information in expectation of awarding a contract in a manner that best serves BCHD. BCHD has the right to use any and all ideas presented in any response to this RFQ. BCHD reserves the right to award a contract, or multiple contracts, based solely on what it considers to provide the greatest long-term benefit to BCHD and the best quality of service to the community and customers.

1.2 Beach Cities Health District Overview

The Beach Cities Health District (BCHD) is a dynamic public health agency serving the 120,000 residents of Hermosa Beach, Manhattan Beach and Redondo Beach through a wide range of innovative health and wellness programs that promote healthy lifestyles, physical health and fitness, and emotional balance. The organization strives to develop programs and services that meet our mission:

To enhance individual and community well being in the cities of Hermosa Beach, Manhattan Beach, and Redondo Beach through a broad array of innovative health services, collaborative partnerships, and community programs.

A tax-free public agency, BCHD spends over \$10 million annually in service provisions to the residents.

1.3 Contact Point and Issuing Office

The sole point of contact for questions or additional information is:

Leslie Dickey
Beach Cities Health District
514 North Prospect Avenue, 1st Floor
Redondo Beach, CA 90277
Leslie.Dickey@bchd.org

All responses to this RFQ must be delivered to the point of contact shown above. All questions and requests for additional information must be in writing and received through the point of contact shown above (email is acceptable).

SECTION 2: SCOPE OF SERVICES

2.1 Scope of Work

BCHD is seeking the services of an Architectural Design Consultant to design a bike path that is being considered as part of the planned Healthy Living Campus project. The two-way bike path will extend from the intersection of Prospect Avenue and Diamond Street to the intersection of Beryl Street and Flagler Lane in Redondo Beach. A portion of the bike path would lie within the limits of the City of Torrance as well as the City of Redondo Beach. The bike path design would also include pedestrian sidewalks, lighting and landscape design. The scope of work includes design services as required to provide schematic, design development and construction documents for the bike path and related elements and includes processing the construction documents through the Cities of Redondo Beach and Torrance.

The selected firm may also be asked to provide support materials on an as-needed basis (if required) for the Environmental Impact Report that is currently being prepared.

The selected firm may also be asked to develop Bridging Documents for the Healthy Living Campus that will be used in a future RFQ process to select a Design/Builder for the Healthy Living Campus project.

THE ARCHITECTURAL DESIGN FIRM THAT IS SELECTED TO PERFORM THIS WORK WILL NOT BE ELIGIBLE TO SUBMIT ON THE FUTURE DESIGN/BUILDER TEAM FOR THE DESIGN AND CONSTRUCTION OF THE HEALTHY LIVING CAMPUS.

Project Background:

BCHD has completed a master planning process that included multiple meetings and interactions with the community for the redevelopment of the 11-acre campus, called the Healthy Living Campus. Part of the campus improvements include the southeast border of the BCHD property, currently a neglected alley between Prospect Avenue in Redondo Beach and Towers Street in Torrance. BCHD is contemplating designing a bike path on Flagler Lane between Diamond Street and Towers Street that would extend into a cycle track on the east side of Flagler Lane to Beryl Street. In addition, the project would construct sidewalks, install lighting, and provide a new crosswalk and median pedestrian safety island to enhance safety where Flagler Lane curves sharply east to become Towers Street.

In 2012, seven South Bay cities approved and adopted the South Bay Bicycle Master

Plan that outlined the construction of over 200-miles of bicycle infrastructure in the South Bay. Flagler Lane from Towers Street to Diamond Street is proposed as a Class I Bicycle Path in the Bicycle Master Plan that has been adopted by the Redondo Beach City Council. In addition, Flagler Lane from Beryl Street to Prospect Avenue has been identified as a bicycle friendly street in the Bicycle Master Plan. This Flagler Lane connection closes an important gap in bicycle facilities and offers a safe and accessible route that connect South Redondo Beach to North Redondo Beach and Torrance, providing the community access from the beach to Redondo Beach's future Transit Center and Metro Green Line station, and many vital connections between commercial, residential and recreational areas within the region. Providing safe and connected bike routes promotes active transportation, results in a reduction in vehicle miles travelled and provides important regional connectivity between the Beach Cities and more inland South Bay communities.

Currently conditions in the Flagler Lane alley between Diamond Street and Towers Street lack adequate safety. While many people currently utilize the alley to walk and bike through, it is poorly lit, unmaintained and not ADA accessible. In addition, going south on Flagler Street from Beryl Street, the east sidewalk has many obstructions, limiting pedestrian accessibility. Heading south, Flagler Street turns into Towers Street at a curved intersection. This curved intersection limits visibility for motorists and residents have noted unsafe speeds of vehicles along the street, especially while traversing around the curve. Given that the proposed project creates a Class I bike path on Flagler Lane from Diamond Street to Towers Street and extends to class IV cycle track on Flagler Lane from Towers Street to Beryl Street, additional safety enhancements would be added to ensure pedestrians and cyclists safe passage across Flagler Lane at the curved intersection and up to Beryl Street. This includes a crosswalk, wider sidewalks, and a raised median pedestrian safety island.

SECTION 3: PROPOSAL FORMAT AND CONTENTS

To be considered, Consultant shall submit a complete response to this Request for Qualifications (RFQ) using the format outlined below. Proposals by a joint team or a prime/subcontractor team shall list the full names and addresses of all team members and the proposed relationship/role of each.

3.1 Letter of Transmittal

The prospective Consultant's proposal shall include a brief letter of transmittal signed by an individual or individuals authorized to bind the prospective Consultant contractually.

3.2 Qualifications and Experience of Firm, Including Subcontractors

The Consultant shall provide information on their business, applicable certificates of recognition, and other pertinent information that demonstrates their qualifications to perform the contract. Information on education, training, certification, awards, etc. for individual employees of the Vendor or Subcontractor may be supplied.

The firm should have a minimum of 10 years of experience providing architectural services in southern California.

The Consultant shall designate a project team comprised of experienced professional and technical staff to competently and efficiently perform the work with their own personnel, subconsultants, or commitment to hire additional staff. The response shall identify the project team composition, project leadership (i.e. principal, project manager), reporting responsibilities, and address how subconsultants will fit into the management structure. As a minimum, the principal in charge and manager shall be designated. Other key personnel may also be designated. The manager must have adequate experience in managing services of similar nature and scope.

3.3 Required Disclosures

In addition to all other requests listed in Section 3 of this RFQ, Vendors responding to this RFQ will provide the following disclosure:

A disclosure of the Consultant's name and address and, as applicable, the name and address of any company or venture that owns or has majority stake in the Consultant and the names of key officers and directors of the Consultant. A disclosure providing information regarding any major contract that has been terminated for any reason within the last 5 years by Consultant/ or subcontractors responding to this RFQ.

3.4 Insurance Requirements

Please attach copies of all proof of insurance as described below that qualifies you to provide the service requested.

Contractor shall provide and maintain insurance coverage of adequate levels in compliance with the following as applicable:

- Comprehensive Public/General Liability \$1,000,000 per occurrence
- Worker's Compensation per California Requirements
- Comprehensive Automobile Liability \$1,000,000 per occurrence
- Professional Liability Insurance \$1,000,000 per occurrence
- Beach Cities Health District to be named as additional insured on Comprehensive General Liability insurance.

SECTION 4: SUMMARY OF KEY DATES

4.1 Key Dates

The following dates are shown for informational and planning purposes only. BCHD reserves the right to change any of the dates.

Public Notice – RFQ issued	June 13, 2019
RFQ responses due by 3:00 P.M. on	July 12, 2019
Responses reviewed	July 15 – July 19, 2019
Interviews conducted (if required)	July 16 – July 19, 2019
Board Approval; commence services	July 24, 2019

SECTION 5: CRITERIA FOR EVALUATION OF PROPOSALS

5.1 Evaluation Criteria & Award Notice

BCHD staff will review the responses. Responses will be received and evaluated with the understanding that the Consultant accepts full responsibility for, and will be contractually bound by, all statements made within the proposal and by sales and/or technical representatives. This responsibility extends to verbal sales commitments, vendor literature and claims of the capacity and ability of the proposed Consultant and its representatives to meet the specified scope of service requirements contained in this RFQ.

The evaluation of Responses will include, but may not be limited to, the items listed in this RFQ. Additional significant consideration will be given to the quality and comprehensiveness of each Consultant's response to this RFQ and to the hourly rate schedule submitted.

BCHD reserves the right to accept responses in whole or in part, and to negotiate with any Consultant in any manner necessary to serve the best interests of BCHD. Consultants may be strictly held to the terms submitted in their responses as maximums, but may be required to reduce costs depending upon aspects of the services which may be determined by BCHD to be unnecessary, or aspects for which BCHD decides to assume the responsibility. The response submitted by any successful Consultant, and accepted by BCHD whether in whole or in part, will become part of the contract awarded as a result of this RFQ and the Consultant will be expected to sign a contract with BCHD, consistent with the RFQ, and such contract may include additional terms and conditions.

BCHD reserves the right to withdraw or cancel this RFQ at its own discretion. BCHD also reserves the right to reject any and all responses resulting from this solicitation. BCHD reserves the right to obtain any information from any lawful source regarding past business history and practices and the ability of Consultant to supply Architectural Design Services that BCHD has a right to expect from a Consultant with a good reputation. Such information may be taken into consideration in evaluating the responses.

All notices and communications regarding this RFQ will solely be conducted through the Consultant's point of contact listed in the response and the BCHD contact identified in this document. Awards will follow the timeline outlined in Section 4.1.

SECTION 6: FORM OF QUALIFICATIONS RESPONSE

6.1 Form of Qualifications Response

Consultant will provide information on the history of the architectural firm and list of relevant projects. Information on civil engineering, electrical engineering and landscape design, whether in-house or through subconsultants, shall also be provided. This response section shall be limited to 20 pages.

Consultant shall also provide a schedule of hourly rates and resumes for their staff and any subconsultant services required to provide BCHD with the Bike Path Design and other services as described in this RFQ. This response section shall be limited to 20 pages.