



City of Pacific Grove
Public Works Department

REQUESTS FOR QUALIFICATIONS
from Qualified Engineering Firms
to perform
An Assessment of the Lovers Point Pier &
Design/Engineer Repairs

Contact Person	Daniel Gho, Public Works Director
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RFQ Issue Date	Monday, July 26, 2021
RFQ Due Date & Time	Thursday, August 26, 2021 at 2:00 pm <i>Late Statements of Qualifications will not be accepted.</i>

Project Context

The City of Pacific Grove is located on the Monterey Peninsula, and shares borders with the City of Monterey, Pebble Beach, and with the coastline adjacent to the Monterey Bay including the National Marine Sanctuary and Pacific Grove Area of Special Biological Significance (ASBS).

The City's Coastal Zone is varied and encompasses a diversity of natural and built resources including many sandy beaches, parks, a recreation trail, archeological sites, a golf course, the Asilomar Dunes area, endangered and special status species, and many historic resources including the oldest continuously operating lighthouse on the West Coast, and the Pacific Grove Retreat area.

Lovers Point Park, a 4.4-acre landscaped community park, located in the Coastal Zone at the foot of 17th Street, is used for picnicking, fishing, swimming, water sports, and surfing. Lovers Point's amenities include a large lawn area, a beach volleyball court, a children's swimming pool, sandy beaches, rocky outcrops, a concrete pier structure, a restaurant, and a snack bar. It is popular for weddings and is home of annual special events. The location of the park and pier are noted in *Figure 1, Location Map*.

In January 2021, during winter storms and the annual King Tides, the seaward tip of the Lovers Point Pier was severely damaged by ocean wave runup and wave impact forces. Waves were reportedly observed breaking on the pier structure and wave runup was flowing across the concrete deck that forms the surface of the pier.

At the tip of the pier, several large pieces of concrete fascia were stripped off the structure by wave impact. Approximately seven large concrete fascia fragments (up to about 4 ft by 8 ft) fell into the sub-tidal zone water where they now rest on the seafloor immediately adjacent to the pier. More information on the damage sustained is noted below in section "Historical Information and Damage Sustained"; images of the damage are included for reference below (*Figures 3-5*).

A geotechnical and coastal engineering firm was consulted immediately after the damage occurred to provide recommendations on repairs to ensure safety. Due to the minimal information on the internal existing pier structure, the memo provided alternative actions to consider.

Additional exploration is needed prior to developing repair recommendations to ensure safety. The tip of the pier was closed and will remain closed until repairs can be made. It is the desire of the City to retain the services of a qualified engineering firm to

The purpose of this Request for Qualifications (RFQ) is to hire a qualified engineering firm to:

1. Perform the necessary subsurface exploration to determine the nature and condition of the pier structure, and
2. Design and engineer plans and specifications to facilitate repair and safety of the pier structure.

Figure 1, Location Map



Figure 2, A photograph of the pier from September 2015, before the January 2020 damage



Figures 3-5, photographic view of the damage sustained

Figure 3, View of the pier from Lovers Point Beach



Figure 4, Concrete Fascia Fragment

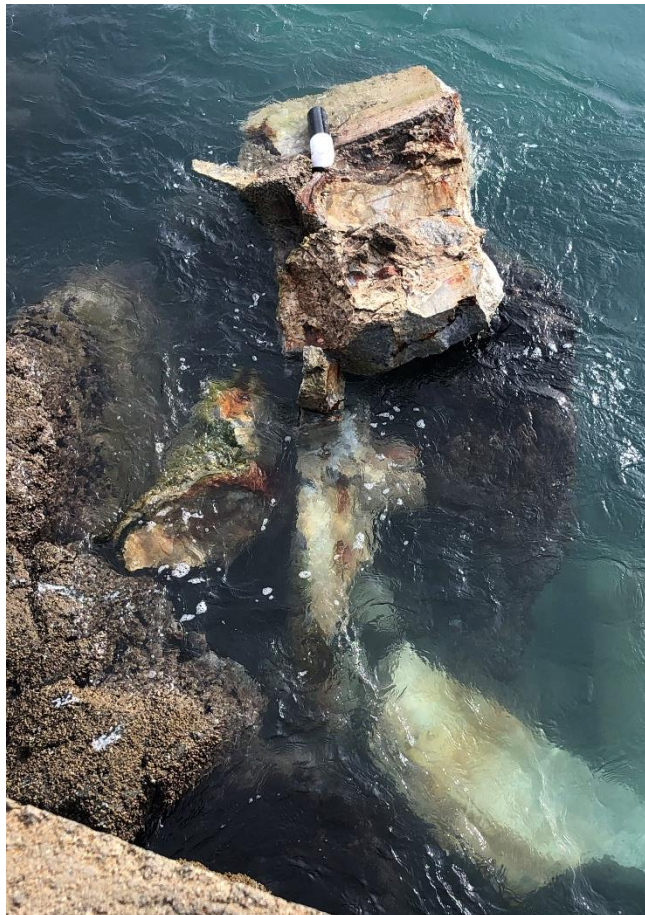
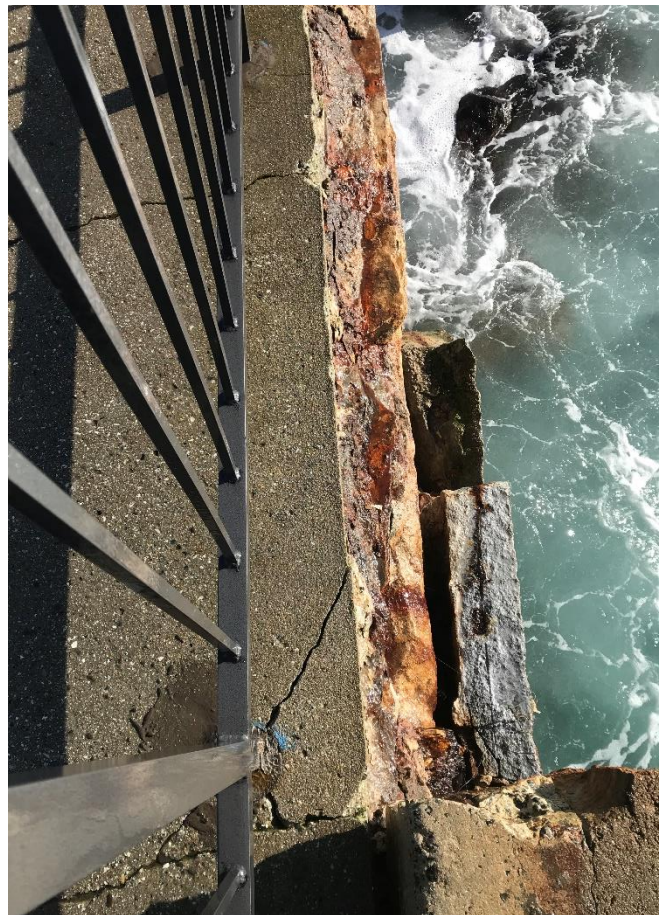


Figure 5, View of the damage while standing on the Pier



HISTORICAL INFORMATION & DAMAGE SUSTAINED

Although the exact date of pier construction is unknown, historical documentation dates back as early as 1892. All of the historical records obtained by the City, including newspaper clippings dating back to 1909 and a historic plan set, are included for reference as *Attachment 1*.

Based on the assessment of the pier, performed by HKA following the 2021 damage, it appears that the structure was originally constructed as a wooden wharf that was subsequently covered with concrete, with rip rap boulders placed along the side of the pier that is more exposed to the ocean.

At the tip of the pier, several large pieces of concrete fascia were stripped off the structure by wave impact. It appears that the concrete fascia has been historically patched based on different fascia thicknesses and concrete types that are now visible.

Approximately seven large concrete fascia fragments (up to about 4 ft by 8 ft) fell into the sub-tidal zone water where they now rest on the seafloor immediately adjacent to the pier. The ends of two decayed wooden beams are visible where voids were created when the concrete fascia was stripped off the pier. The reinforcing ties that anchored the fascia to the concrete deeper within the pier structure are rusted away. This created a situation where the fascia was unattached or barely attached to the main bulk of the pier structure.

The January 19, 2021 memorandum, which provides additional detail on the damage, is included as *Attachment 2*.

PROJECT DELIVERABLES

The project deliverables include:

Deliverable 1. Report Regarding Existing Condition of the Pier Structure. The firm shall conduct all necessary exploratory engineering tasks to determine the existing condition and safety of the pier structure. This includes exploratory boring to determine the existing structure composition. The report shall provide recommendations on the best method of repair to ensure safety. This analysis and report will form the basis of Deliverable 2, a full set of plans and specifications.

Deliverable 2. Plans & Specifications for Repair. The consultant shall produce a full set of plans, specifications for the recommended repairs and an engineers estimate for the recommended repairs. This set of construction drawings will be used as the basis for a future call for bids to construct the repairs. Therefore, they must be produced with the required details for implementation.

Deliverable 3. Construction Management. The engineer of record will be required to perform construction management services. This includes responding to request for information, submittals and periodic inspections.

SUBMITTAL REQUIREMENTS

Submittal Materials

1. **Introductory Letter.** The introductory letter shall be addressed to Daniel Gho, Public Works Director. The letter shall provide the Consultant's contact information, list any sub-consultants, and identify the offices where work will be conducted.
2. **Statements of Qualifications and Experience.** The Statement of Qualifications and Experience (Statement) shall describe the Consultant's ability and capacity for successfully completing the project. The Statement shall identify the members of the

Consultant's team and describe each member's role and responsibilities. The Statement shall include résumés of key staff and describe previous project experience relevant to this project. The Statement should explain how previous experience will enable the Consultant to deliver high quality, cost-effective services. The Statement shall discuss the projected availability of key staff and how the Consultant will assure staff continuity and timely work performance. The Statement shall include at least three references (name and telephone number or e-mail address) for the Consultant and each sub-consultant.

3. **Statement of Approach.** The firm shall produce a statement of approach detailing how the consultant plans to execute the deliverables. This should include a list of the detailed exploratory engineering activities and an estimated timeline for production of deliverables.
4. **Cost Proposal.** The cost proposal, Exhibit A, shall be provided in a separately sealed envelope.

Submittal Process/Deadline

- Please submit three (3) copies and one (1) electronic version on USB of the SOQ submittal packet. SOQs must be received by the City of Pacific Grove Public Works Department no later than August 26, 2021 at 2:00 pm. Proposals shall be mailed or hand delivered to:

City of Pacific Grove Public Works Department
c/o Daniel Gho, Public Works Director
2100 Sunset Drive
Pacific Grove, CA 93950

- All SOQs shall be submitted in an envelope clearly marked with "Lovers Point Pier SOQ"
- Late, emailed or faxed SOQs will not be accepted.
- All statements, whether selected or rejected, shall become the property of the City.
- Cost of preparation of the SOQ shall be borne by the submitting party.
- Statements shall be signed by an authorized employee in order to receive consideration.
- The City will not be responsible for SOQs delivered to a person/location other than specified above.
- The City reserves the right to reject any and all SOQs that do not comply with these submittal instructions.

Selection Process and Evaluation Criteria

The City will evaluate and rank the submitted written SOQs based on demonstrated competence, professional qualifications, and proposed approach for the services required.

Depending upon the relative quality of the SOQs, the City may elect to interview select firms that in the opinion of the review committee appear to be most capable of meeting the conditions of the project.

The SOQs should contain information sufficient to enable the City to properly evaluate the competence and qualifications of the firm for achieving the project objectives. SOQs will be evaluated based on the following criteria:

- Understanding of project objectives.
- Proposed project approach and staffing plan.

- Ability to provide high-quality, cost-effective consultation services.
- Comparable experience.

SOQs will be scored and ranked as follows:

Criteria	Total Points	Possible Score
Project understanding	25	
Proposed approach	25	
Quality/cost-effectiveness	25	
Comparable experience/staffing	25	
Total	100	

The contact for technical questions concerning this Request for Qualifications should be directed to Daniel Gho, Public Works Director at (831) 648-5722, ext. 4203.

Additional RFQ Information

Contract

The contracted firm will be required to sign a contract with the City relating to the work to be performed. A sample contract is available on the City's website.

Response Material Ownership

The material submitted in response to the RFQ becomes the property of the City of Pacific Grove and will only be returned to the contracted firm at the City's option. Responses may be reviewed by any person after the final selection has been made. The City of Pacific Grove has the right to use any or all ideas presented in reply to this request. Disqualification of a Consultant does not eliminate this right.

Acceptance of Proposal Content

The contents of the proposal of the successful Consultant may become contractual obligations if the City of Pacific Grove wishes to execute a contract based on the submitted proposal. Failure of the successful Consultant to accept these obligations in a contract may result in cancellation of the award and such Consultant may be removed from future solicitations.

Reference Checks

The City of Pacific Grove reserves the right to contact any reference or any client listed in the documents for information which may be helpful to the City in evaluating the Consultant's performance on previous assignments

General Conditions of RFQ

- The City reserves the right to reject any and all proposals, to waive any informality, to request interviews of Consultant(s) prior to award and to select and negotiate the Contract services in the best interest of the City.
- The Consultant shall guarantee to perform the services offered and the total price of the proposal for a period of no less than 60 days from the deadline for submission of proposals.
- The City reserves the right to accept all or part of any proposal and to negotiate a contract for services and cost with the selected Consultant.
- The Consultant shall provide all necessary personnel, materials, and equipment to perform and complete all work under this proposal.
- The Consultant shall be unbiased and vendor neutral.

- The City intends to recommend the award of a contract to the City Council for the requested services. The Consultant shall be prepared to commence work immediately upon execution of a contract with the City.
- Unless otherwise stated, invoices are to be submitted to the Public Works Department upon delivery of service to the City. The invoice must include an itemization of all services provided, including unit list price, net price, extensions total amount(s) due, and amounts previously paid.
- Unless otherwise stated, payment will be made within thirty (30) days of the completion of the service, in an acceptable fashion, to the City, and receipt of invoice, whichever is later.
- This contract will be for the services described in the RFQ response; however, this agreement should not be considered exclusive. As deemed necessary, the City reserves the right to obtain these services from any other vendor.
- Unless otherwise specified all costs listed are firm for the term of the contract
- Neither party shall be liable for any inability to perform its obligations under any subsequent agreement due to war, riot, insurrection, civil commotion, fire, flood, earthquake, storm or other act of nature.
- Notification of the parties shall be considered to have been constructively received when it is mailed via the United States Postal Service or delivered in hand to the parties as stated in the contract.
- Proposal shall also mean quotation, bid, offer, qualification/experience statement, and services. Proposers shall also mean vendors, proposer's, bidders, or any person or firm responding to a Request for Information.

EXHIBIT A – COST PROPOSAL

The cost proposal shall be submitted in a separately sealed enveloped as part of the Firms SOQ submission

Firm Name: _____

Deliverable	Cost
Deliverable 1: Pier Assessment Report	\$
Deliverable 2: Plans & Specifications for Repair	\$
Deliverable 3: Construction Management	\$
TOTAL	\$

Name/Title: _____

Signature: _____

Reference Documents

1. [Historical Documents](#)
2. [January 19, 2021 Memorandum](#)