



Request for Qualifications

City Center & Columbia District Pedestrian Plazas

December 5, 2019

San Diego, California

Downtown San Diego Partnership

Submittals Due by 5:00 PM PST on Friday, January 17, 2020

Contact:

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Downtown San Diego Partnership

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Overview

The Downtown San Diego Partnership Clean & Safe Program, in collaboration with the City Center Business District and Columbia Community Foundation, is seeking qualifications and cost estimates for the completion of Conceptual Design, Design Development, Construction Documents, Fabrication, and Installation of two Pedestrian Plazas. The Pedestrian Plazas are to be located in City Center at 631 B Street and in the Columbia District at 1230 Columbia Street in Downtown San Diego. One firm or team may be selected to design and construct both pedestrian plazas or two different firms or teams may be selected to design and construct each pedestrian plaza.

About Downtown San Diego Partnership Clean & Safe Program

The Downtown San Diego Clean & Safe Program (C&S Program) is a California nonprofit public benefit corporation recognized by the Internal Revenue Service as a tax-exempt organization pursuant to section 501(c) (4) of the Internal Revenue Code. C&S Program provides enhanced Maintenance and Safety Services within a portion of Downtown San Diego funded through property tax assessments. For more information, please visit our website at www.downtownsandiego.org

About City Center Business Improvement District

The City Center Business District (CCBD) acts as a catalyst, working with businesses, community members, and city partners to promote positive change in the core of Downtown San Diego. The mission of CCBD is to invest in the vitality of the district by prioritizing economic development and marketing the success of all CCBD businesses.

About Columbia Community Foundation

The Columbia Community Foundation (CCF) is a California nonprofit public benefit corporation recognized by the Internal Revenue Service as a tax-exempt organization pursuant to section 501(c) (3) of the Internal Revenue Code. It is committed to establishing the Columbia District as an arts and innovation hub through comprehensive branding, marketing and placemaking efforts.

Project Background

City Center Pedestrian Plaza

The C&S Program in partnership with the CCBD is leading an effort to develop a pedestrian plaza on the south side of B Street between 6th and 7th Avenues in the City Center area of Downtown San Diego. The pedestrian plaza will provide a much needed gathering and seating space for Downtown employees, visitors and residents, as well as customers of adjacent local businesses. Refer to Exhibit A: City Center Pedestrian Plaza Project Overview for additional information.

The proposed location of the City Center Pedestrian Plaza currently consists of one 2-hour parking space and one 30-minute parking space. The proposed pedestrian plaza will be adjacent to over a dozen restaurants and cafes, including The Taco Stand, Old Gallery, and The Donut Bar, with consistent pedestrian traffic weekdays between 7 AM and 6 PM. The sidewalk along this section of the street is narrow and severely congested during morning and lunch rush hours. Pedestrian volumes decrease slightly at night and on weekends but see significant increases during performances at nearby venues such as Copley Hall, House of Blues and Civic Theater.

Columbia District Pedestrian Plaza

The C&S Program in partnership with the CCF is leading an effort to develop a pedestrian plaza on the west side of Columbia Street between A and B Streets in the Columbia District of Downtown San Diego. The proposed location currently consists of one 2-hour parking space. The pedestrian plaza will provide a much needed gathering space for that area's employees and residents, as well as customers of adjacent local businesses. Refer to Exhibit B: Columbia District Pedestrian Plaza Project Overview for additional information.

Project Objectives

The Pedestrian Plazas are intended to be an aesthetic enhancement to the overall streetscape, foster a more walkable, pedestrian-friendly environment, and reflect the creativity and innovation of Downtown San Diego.

The City Center Pedestrian Plaza design should reflect its proximity to several restaurants and office buildings as well as the unique character of City Center, home to high-rise offices, world class theaters, eclectic restaurants, and high-end hotels.

The Columbia Street Pedestrian Plaza design should reflect its proximity to several high-rise office buildings and incorporate elements that foster collaboration and productivity through innovation and technology.

The following design considerations must be considered in the design of both pedestrian plazas.

Design Considerations

- Incorporate seating into the pedestrian plaza. Seating may be integrated into the design itself or made possible with movable tables and chairs. If movable furniture is proposed, storage space should be incorporated into the pedestrian plaza structure.
- Incorporate a lockable storage area(s) for programming elements (e.g. games, equipment, cleaning supplies).
- Consider how the pedestrian plaza will be secured at night.
- Consider creative space for partner and sponsor logos.
- Consider how the pedestrian plaza could accommodate small activations.
- Constructed of durable materials that can withstand the urban environment with limited maintenance.

Design Requirements

The City Center Pedestrian Plaza must comply with the following design standards for Pedestrian Plazas located in the City of San Diego:

Materials - Materials must be of a high quality, durable, and attractive.

Permanent Seating - Pedestrian Plazas must contain some permanent seating and be inviting even when temporary seating/tables are removed.

Landscape - The use of plants in Pedestrian Plaza design is encouraged.

Width - The width of the Pedestrian Plaza must not extend beyond six feet from the curb line and must not extend into travel lanes.

Separation Distance from adjacent Parking - The Pedestrian Plaza shall provide a setback of at least 4 feet from adjacent parking spaces

Safety – Safe hit posts, wheel stops, or approved equals, are required; A visible edge to the Pedestrian Plaza is required, which may consist of planters, railing, or cabling; Pedestrian Plazas should be visually permeable or “see-through” to encourage and enable people to rest and experience the street; and Pedestrian Plazas must have retro reflectors installed facing all oncoming traffic.

Access Panels - Access panels must be included in order to maintain the gutter and area underneath the Pedestrian Plaza and the design must allow for drainage along the gutter to pass underneath the Pedestrian Plaza.

Signage - A sign shall be posted that indicates that the Pedestrian Plaza is for public use. The sign shall state: “Pedestrian Plaza- All seating open to the public.”

Live Load - Pedestrian Plazas that are elevated to be level with the sidewalk will have to meet the minimum distributed live loads in the 2013CA Building Code table 1607 A.1 (60 pounds per square foot).

Access - All Pedestrian Plazas must maintain accessibility to individuals with disabilities per the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Sub-structure - The sub-structure must accommodate the crown of the road and provide a level surface for the pedestrian plaza.

Floor Surface - Pedestrian plazas should use a slip-resistant surface to minimize hazards and should be accessible to wheel-chair users.

The list above is not exhaustive. For additional requirements and information contact the City of San Diego Development Services Department and refer to the City of San Diego’s Informational Bulletin 565 for “How to Obtain a Development Permit for Pedestrian Plazas.”

Scope of Work

The selected firm will complete the following scope of work for each pedestrian plaza:

Task One: Meetings

C&S Program, CCBD/CCF, and consultant(s) shall hold a minimum of seven meetings:

- A project kick-off meeting will be held to review the project scope, project requirements, roles and responsibilities.
- One meeting will be held to review site conditions, identify new information needs and next steps; and transfer any information to the consultant(s) who would assist in completion of the project.
- Three ad-hoc committee meetings to review schematics, final design and cost estimates.
- A community outreach meeting.
- A pre-application meeting with City of San Diego to review permit application.

Product: Meeting summaries prepared, with note of agreements/understandings reached, and distributed to meeting participants.

Task Two: Site Reconnaissance

The consultant(s) shall conduct site-specific reconnaissance, in preparation for design. Work shall include, at a minimum, identification and mapping of the following:

- Site survey showing extent of project boundary.
- Ownership/grant/lease status of all lands to be incorporated into the design.
- Manmade structures, buildings, or facilities on or adjacent to the site.
- Above and below ground infrastructure, including stormwater treatment structures
- Transportation/circulation systems that serve or are located near the site.
- Adjacent land uses.
- Analysis of site constraints needs and opportunities.

Products: Map(s) and written summary describing the above information and any other appropriate information identified during the project kick-off meeting.

Task Three: Schematic Designs

The consultant(s) shall prepare alternative schematic designs of the project. Unless otherwise specified during the project kick-off meeting, the consultant(s) shall prepare a minimum of two alternative schematic designs.

In consultation with the project as-hoc committee and C&S Program shall select one of the alternative schematic designs as the basis for final design and engineering/construction plans and specifications, or shall work with the consultant(s) to develop a final schematic design incorporating elements of the alternative schematic designs. Final design and engineering/construction plans and specifications shall be prepared based on the selected schematic design.

Products: Alternative schematic designs. Schematic design alternative selected.

Task Four: Draft Final Design

The consultant(s) shall prepare a draft final design and cost estimate based on the selected schematic design alternative. The draft final design shall include all required maps, tables, data, written discussions, and other information identified in the contract work plans and during the project kick-off meeting.

Products: Draft final design and supporting materials.

Task Five: Final Design and Construction Documents

The consultant(s) shall prepare the final design and construction drawings, plans, specifications, and cost estimates. These documents must be certified by a licensed professional engineer, architect, or landscape architect and the appropriate seal must be affixed to these documents.

Products: Final design and construction documents, certified by a licensed professional engineer, architect or landscape architect and cost estimates.

Task Six: Permits

After the final design and construction documents have been approved by C&S Program, the consultant(s) shall prepare the necessary permit or other approval applications and obtain the required permits or approvals. A preapplication meeting with the City may be required to discuss the necessary permit or other approval applications.

Products: All required permits and approvals received.

Task Seven: Fabrication and Installation

Upon receipt of required permits the consultant team shall initiate the fabrication of the pedestrian plaza based on the approved construction documents.

Products: Installation of pedestrian plaza

Budget

The project budget for the City Center Pedestrian Plaza is \$50,000. The project budget for the Columbia District Pedestrian Plaza is \$35,000.

Timeline

- Advertise RFQ: Thursday, December 5, 2019
- Deadline to Submit Questions: 5:00 PM on Friday, January 3, 2020
- **Submittals Due by 5:00 PM PST on Friday, January 17, 2020**
- Short Listed Firms and Schedule Interview: Week of January 27, 2020
- Firm selected & notified: February 2020
- Complete Contract Negotiations: Prior to March 1, 2020
- **Project to be completed by September 1, 2020**

Selection Criteria

The Contractor will be selected based on the following criteria:

- Similar project experience
- Strength of project team
- Project understanding including schedule
- Ability to meet objectives
- Clarity and completeness of response
- Proposed budget

This Request for Qualifications (RFQ) is not a commitment or contract of any kind. C&S Program reserves the right to alter timelines, amend or retract the RFQ, waive as informality any irregularities in submittals and/or reject any and all submissions. C&S Program may select a unique firm or team for each pedestrian plaza. C&S Program reserves the right to waive any requirements of this RFQ when it determines that waiving a requirement is in the best interest of C&S Program. All expenses related to responding to this RFQ, or other expenses incurred while the selection process is underway, are the sole obligation and responsibility of the respondent.

Submission Requirements

The content and sequence of the responses to this RFQ shall be as follows:

Cover Letter

A cover letter should be provided describing the respondent, the name and address of the entity submitting the response, the date the entity was established, and the name, address, and telephone number of the person or persons who will serve as the entity's principal contact person with Downtown San Diego Partnership and be authorized to make representations on behalf of the entity. The letter should state whether the respondent is submitting a response for one or both pedestrian plazas. Include a statement of project understanding. The letter must bear the original signature of the person having proper authority to make the response for the entity.

Experience

- Identify five recent installations like that noted in this RFQ.
- The following information is requested on each project: (Limit: 1 page per project):
 - Owner name, address and telephone number that could be contacted as a reference:
 - Completion date and/or status of project
- Corporate brochures, drawings and other promotional material should be provided in a separate binder.

Project Team

Please identify your team's key individuals and their responsibilities during the project phases. Provide references for each key team member proposed.

Proposed Budget

Provide pricing for services as outlined above. Pricing for each pedestrian plaza should be separate. Pricing should be detailed by task.

Proposed Schedule

Provide timeline from project kick-off meeting to installation.

Response Submissions

Please provide your response electronically. It should be in a format with an easily readable font, and, if needed, can be printed on 8.5" x 11" paper. Do your best to keep the response concise.

Responses are due on Friday, January 17, 2020 no later than 5:00 PM PST, and should be emailed to Sean Warner at swarner@improvedtsd.org with the Subject line: "Pedestrian Plaza RFQ" then your firm's name.

Questions about the RFP are due by 5:00 PM PST on Friday, January 3, 2020 and all questions with their answers will be posted on our website at <https://downtownsandiego.org/clean-and-safe/rfqrfp/>. Submit all questions by email to Sean Warner at swarner@improvedtsd.org with the Subject line: "Question-RFQ."

City Center Pedestrian Plaza Project Overview

Overview

The City Center Business District in partnership with the Downtown San Diego Partnership is leading an effort to develop a pedestrian plaza on the south side of B Street between 6th and 7th Avenues in the City Center area of Downtown San Diego (see picture to right). The pedestrian plaza will provide a much-needed gathering and seating space for Downtown employees, visitors and residents, as well as customers of adjacent local businesses.



What is a Pedestrian Plaza?

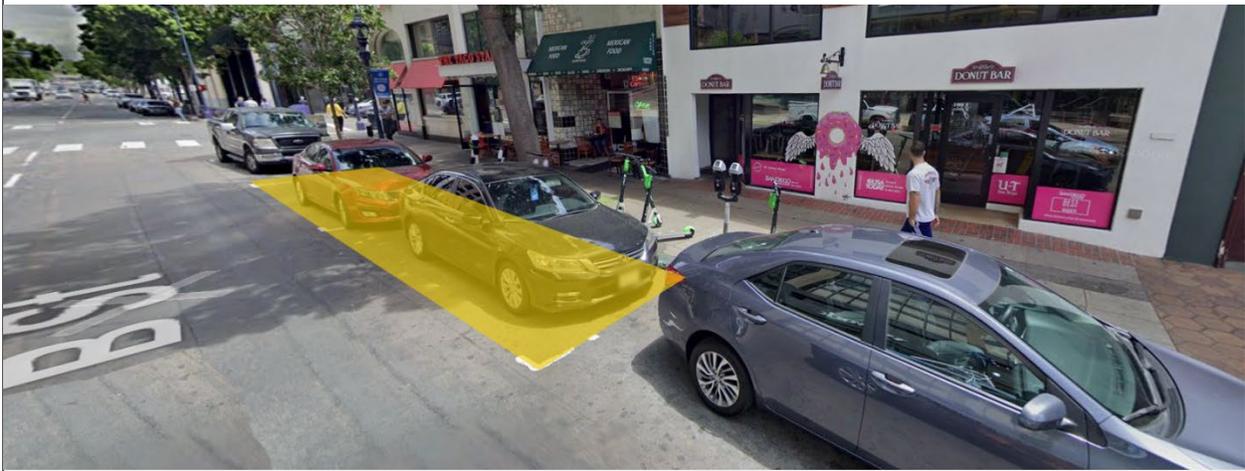
A Pedestrian Plaza is the temporary use of space in the dedicated public right-of-way (parking spaces, unused bus stops, or other vehicular areas) for public use as seating or bicycle racks. Pedestrian Plazas are publicly accessible to all and are intended to provide a space for enjoyable public interaction. Pedestrian Plaza construction and maintenance is privately funded. It is envisioned that Pedestrian Plazas will be located in areas with heavy pedestrian activity, where there is a desire to foster a more walkable, pedestrian-friendly environment, and as additional seating areas for pedestrians and patrons of the surrounding businesses.

Pedestrian Plazas are intended to be an aesthetic enhancement to the overall streetscape and reflect the creativity of those who design and sponsor them. On-street parking areas are used to accommodate a platform that extends the surface grade of the sidewalk into the street. Once the platform is installed, benches, tables, chairs, landscaping, and bike parking can all be placed on top of the platform to create the Pedestrian Plaza.

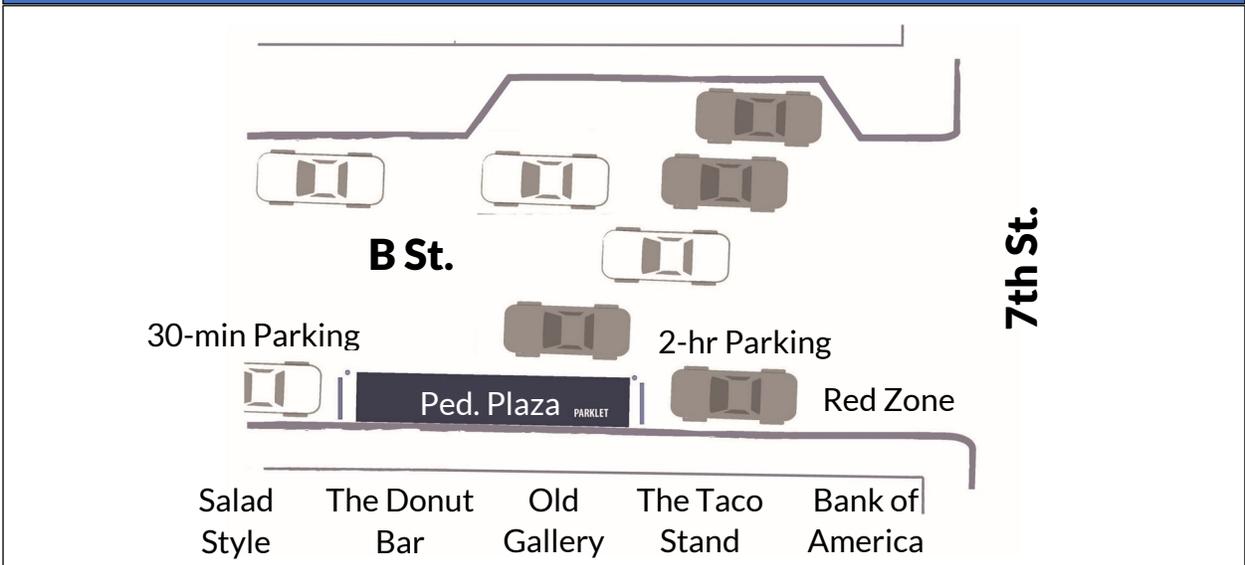


Project Description

Successful pedestrian plazas are typically located where narrow or congested sidewalks prevent the installation of traditional sidewalk cafes, or where local property owners see a need to expand the public space on a given street. The proposed location of the B Street Pedestrian Plaza (see image below) currently consists of one 2-hour parking space and one 30-minute parking space. The proposed pedestrian plaza will be adjacent to over a dozen restaurants and cafes, including The Taco Stand, Old Gallery, and The Donut Bar, with consistent pedestrian traffic weekdays between 8 AM and 5 PM. The sidewalk along this section of the street is narrow and severely congested during morning and lunch rush hours. Pedestrian volumes decrease slightly at night and on weekends but see significant increases during performances at nearby performance venues such as Copley Hall, House of Blues and Civic Theater. Finally, while parklets are foremost intended as assets for the community, their presence has also been shown to increase foot traffic, and in some cases revenues, for adjacent businesses.



Pedestrian Plaza Location



Prototyping a Pedestrian Plaza

On Friday, September 20th the Downtown San Diego Partnership, City Center Business District, Circulate San Diego, and Lyft partnered to create a temporary pedestrian plaza on B Street. Between 8AM and 2PM four parking spaces on the south side of B Street between 6th and 7th Avenues were transformed into a hub of social interaction and relaxation. Of 83 passersby who were asked if they'd be willing to give up a parking space for a pedestrian plaza 89% said yes. Participants were also asked what amenities they'd like to see in the space. The most popular responses were café style seating, plants and greenery, and entertainment/events. The pedestrian plaza prototype demonstrated an unmet need in City Center for people to sit, relax, work, and/or socialize.



Contact

If you have any questions about this project please contact Sean Warner, Director of Community Enhancement for the Downtown San Diego Partnership, at swarner@improvedtsd.org or (619) 723-8673.

Maintenance and Insurance

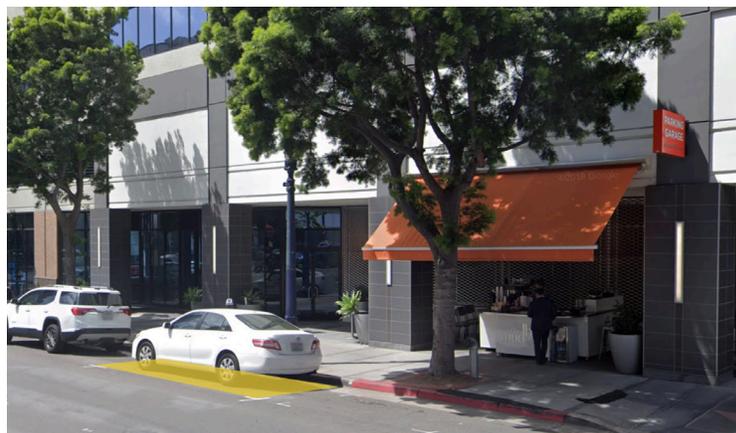
Prior to obtaining a right-of-way permit to construct the pedestrian plaza the Downtown San Diego Partnership Clean & Safe Program will enter into a maintenance agreement with the City of San Diego and be responsible for keeping the pedestrian plaza free of debris and grime and prevent debris, pollution and contaminants from entering the adjacent storm water conveyance system. Additionally, the DSDP Clean & Safe Program will partner with adjacent businesses to assist with maintenance and programming of the pedestrian plaza.

Prior to the issuance of a right-of-way permit to construct the Pedestrian Plaza, the Downtown San Diego Partnership Clean & Safe Program will provide evidence of at least \$1 million in general liability insurance naming the City of San Diego as additional insured.

Columbia District Pedestrian Plaza Project Overview

Project Overview

The Downtown San Diego Partnership is leading an effort to develop a pedestrian plaza on the west side of Columbia Street between A and B Streets in the Columbia District of Downtown San Diego (see photo to right). The pedestrian plaza will provide a much needed gathering space for that area's employees and residents, as well as customers of adjacent local businesses.



Source: Google Earth

What is a Pedestrian Plaza?

A Pedestrian Plaza is the temporary use of space in the dedicated public right-of-way (parking spaces, unused bus stops, or other vehicular areas) for public use as seating or bicycle racks. Pedestrian Plazas are publicly accessible to all and are intended to provide a space for enjoyable public interaction. Pedestrian Plaza construction and maintenance is privately funded. It is envisioned that Pedestrian Plazas will be located in areas with heavy pedestrian activity, where there is a desire to foster a more walkable, pedestrian-friendly environment, and as additional seating areas for pedestrians and patrons of the surrounding businesses.

Pedestrian Plazas are intended to be seen as an aesthetic enhancement to the overall streetscape and reflect the creativity of those who design and sponsor them. On-street parking areas are used to accommodate a platform that extends the surface grade of the sidewalk into the street. Once the platform is installed, benches, tables, chairs, landscaping, and bike parking can all be placed on top of the platform to create the Pedestrian Plaza.

Precedent Images



Source: City of West Hollywood



Source: Dan Keshet



Source: LA DOT Bike Program

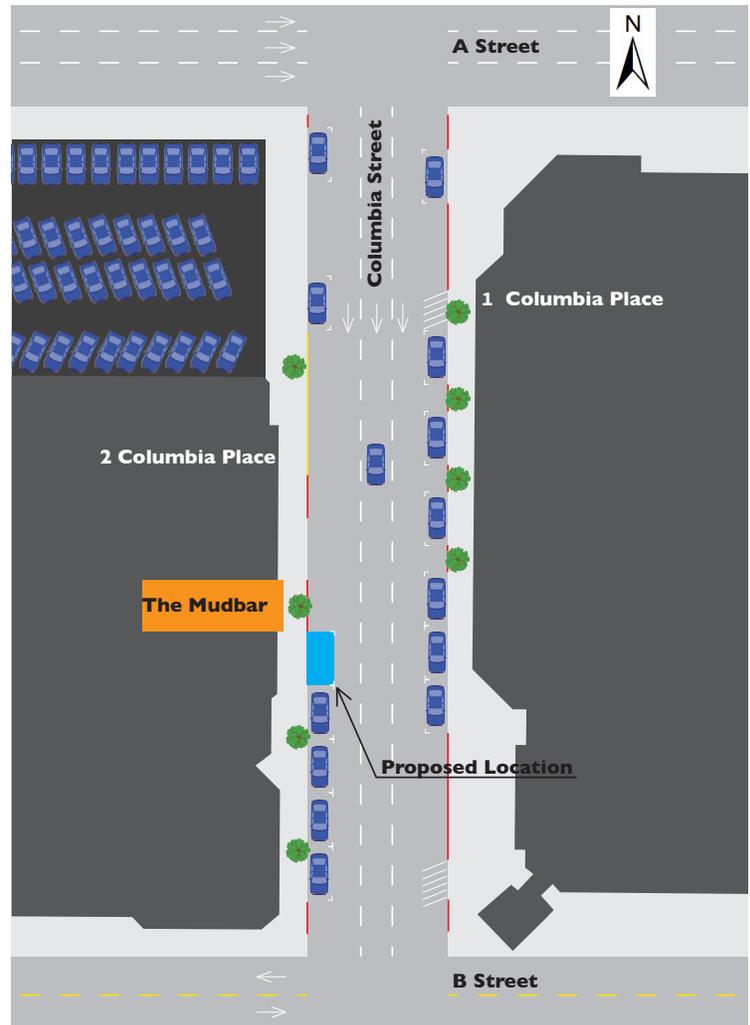
Columbia District Pedestrian Plaza Project Overview

Project Description

Successful pedestrian plazas are typically located where narrow or congested sidewalks prevent the installation of traditional sidewalk cafes, or where local property owners see a need to expand the public space on a given street. The proposed location of the Columbia Street Pedestrian Plaza (see image to right) currently consists of one 2-hour parking space in a row of five parking spaces. The proposed pedestrian plaza will be adjacent to The Mudbar Coffee and Tea and offices at 2 Columbia Place as well as across the street from the 1 Columbia Place business complex. These office complexes provide consistent pedestrian traffic between 8 AM and 5 PM with significant increases in the mornings and during lunch hour. Finally, while pedestrian plazas are foremost intended as assets for the community, their presence has also been shown to increase foot traffic, and in some cases revenues, for adjacent businesses.

The proposed pedestrian plaza will include a focus on technology and innovation with potential for solar powered charging stations and collaborative workspaces. The space also has the potential to accommodate additional seating for The Mudbar Coffee and Tea.

Pedestrian Plaza Location



Source: Kimberly Kantrud



Source: Kimberly Kantrud



Source: Kimberly Kantrud

Columbia District Pedestrian Plaza Project Overview



Source: Kimberly Kantrud



Source: Kimberly Kantrud

Maintenance and Insurance

Prior to obtaining a right-of-way permit to construct the pedestrian plaza the Downtown San Diego Partnership Clean & Safe Program will enter into a maintenance agreement with the City of San Diego and be responsible for keeping the pedestrian plaza free of debris and grime and prevent debris, pollution and contaminants from entering the adjacent storm water conveyance system. Additionally, the DSDP Clean & Safe Program will partner with adjacent businesses to assist with maintenance and programming of the pedestrian plaza during business hours.

Prior to the issuance of a right-of-way permit to construct the Pedestrian Plaza, the Downtown San Diego Partnership Clean & Safe Program will provide evidence of at least \$1 million in general liability insurance naming the City of San Diego as additional insured.

Contact

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