

D O W N T O W N
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P A R T N E R S H I P

Request for Proposals
Downtown San Diego Partnership (DSDP)
Broadway Median Improvements in Downtown San Diego

PLEASE SUBMIT ALL RESPONSES VIA EMAIL ONLY TO:

Alex Gutierrez

Director of Special Districts

agutierrez@downtownsandiego.org

About the Downtown San Diego Partnership (DSDP)

The Downtown San Diego Partnership serves as the leading advocate for the economic vitality and growth of Downtown San Diego. We are a member-based, nonprofit organization with nearly 300 members, representing a variety of business sectors including real estate, technology, banking, law, defense, insurance, communications, energy, and tourism. Our members are committed to creating a vital and vibrant urban center that benefits the entire San Diego region.

DSDP also operates the Clean and Safe (C&S) program, which aims to promote economic vitality through social welfare, bring about civic betterment, and further the common good and general welfare of the Downtown San Diego community within 275 blocks for Downtown San Diego. Clean and Safe effectively provides maintenance and safety services, including beautification efforts and a comprehensive homeless outreach program on behalf of property owners.

For additional information, please visit downtownsandiego.org

The Opportunity

The Downtown San Diego Partnership is soliciting proposals from interested parties for the Conceptual Design of Median Improvements to Broadway in Downtown San Diego.

Broadway is a major gateway into Downtown San Diego and is a main route to Downtown from the Embarcadero and San Diego International Airport. Broadway is also a main pedestrian corridor linking several visitor attractions along the Embarcadero and the Broadway Pier Cruise Ship Terminal.

This project involves the following deliverables:

- Review of existing conditions
- Preparation of conceptual landscaping, art design, and gateway signage for median improvements
- Development of a budget, phasing plan and a request for proposals for fabrication/construction

Purpose and Goals of Project

The purpose of this project is to complete a conceptual design of the Broadway medians between Pacific Highway and Third Avenue in Downtown San Diego. The conceptual design will establish a gateway into Downtown and create a contemporary design theme that unifies the nine blocks through gateway signage, landscaping, and art. Although the conceptual design is for the nine medians, consideration of the entire streetscape (sidewalks, street trees, furnishings) should be included in the recommendations.

- New gateway entry feature within the median located between Kettner Boulevard and India Street
- Replacement of existing landscape within all medians with appropriate plant materials to be identified in a landscaping plan by a landscape architect.

- Design and recommend placement of gateway signage.
- Other median improvements such as banners, sculpture, art etc.
- Recommendations and conceptual imagery for sidewalks, street trees, furnishings along the corridor
- Insert Map and Photos showing project area

Scope of Work

Task One: Review and Analysis of Existing Conditions

1. Meet with DSDP staff to review and discuss project goals, existing conditions and current infrastructure status including:
 - a. Land use/zoning and long-range transportation plans
 - b. Wayfinding signage/banners
 - c. ROW and existing sidewalk/travel lane/median dimensions
 - d. Street lighting/utilities
 - e. Review existing relevant information including city plans, guidelines and standards; relevant local ordinances; and infrastructure projects including utilities, parking, traffic, and local road surface and sidewalk improvement plans.

Task Two: Summary Report

2. Prepare a summary report summarizing existing study area conditions from Tasks One and precedent images of potential median enhancements to DSDP Ad-hoc committee.

Task Three: Broadway Streetscape Conceptual Plan

1. Develop a Streetscape Enhancement Conceptual Plan which includes the streetscape improvements described in Purpose and Goals of Project above.
 - a. Present conceptual plans to DSDP Ad-hoc Committee, City Staff, and Community Stakeholders. (3 Meetings)
 - b. Develop Draft Streetscape Improvement Plan based on DSDP Ad-hoc Committee, City staff and community stakeholders comments
 - c. Prepare Design Development package for final approval from DSDP and Ad-hoc committee
 - d. Prepare construction documents
 - e. Prepare itemized cost estimates, phasing plan and a Request for Proposals for fabrication/construction

Key Information

1. Context

This Request for Proposal (RFP) is an invitation to submit a Proposal for landscaping design, art, and gateway signage implementation on the Broadway Medians.

2. Our timeline

Here is our timeline for this RFP:

February 25, 2020 – RFP Issued

March 9, 2020 — Questions on RFP due to DSDP by 5:00 p.m.

March 13, 2020 — Responses by DSDP on RFP sent by 5:00 p.m.

March 30, 2020 — Proposals Due by 5:00 p.m.

April 13, 2020 — In-person interviews will start with final candidates

May 11, 2020 — Selected contractor notified

3. How to contact us

If you have any questions concerning this Request for Proposal, feel free to contact Alex Gutierrez via e-mail only at agutierrez@downtownsandiego.org

4. Email address for submitting your Proposal

Email your materials to agutierrez@downtownsandiego.org and swarner@improvedtsd.org on March 30, 2020 by 5:00 p.m. (PST). DSDP looks forward to your response.

5. Later changes to the RFP or RFP Process

If, after sending out the RFP, DSDP needs to change anything about the RFP, or RFP process, or wants to provide contractors with additional information DSDP will let all contractors know by emailing them.

Submission Requirements

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

1. 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. 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.

2. Experience

- Identify three recent installations like that noted in this RFP.
- 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.

3. Project Team

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

4. Proposed Budget

Provide pricing for services as outlined above. Pricing should be detailed by task.

5. Proposed Schedule

Provide timeline from project kick-off meeting through completion of construction documents.

Terms and Conditions of the Broadway Median Improvements Search

- By submitting a bid or proposal in response to this Request for Proposal ("RFP"), you agree to the following:
- No legal or other obligation will arise between DSDP and you related to this RFP process or the Engagement unless we choose to execute a contract with you
- DSDP reserves the right to amend this RFP, start another selection process, enter negotiations with a person who hasn't been invited to respond to this RFP, or cancel the RFP or Engagement at any time
- You may not make any public statement in relation to the RFP process or Engagement, your proposal, or any contract negotiation process without DSDP's prior written consent
- You are responsible for all costs of preparing and submitting your proposal and responding to additional inquiries from DSDP
- Services shall be provided as an independent contractor to DSDP with no employee benefits
- DSDP cannot guarantee crediting the agency in its marketing, printed materials, or any other customer facing part of DSDP's business
- Prior to the commencement date, Contractor shall furnish DSDP with a certificate(s) of insurance and the endorsements, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth by DSDP. Contractor agrees to provide to the City and its respective elected officials, officers, employees, agents and representatives the same protection as afforded to the Partnership.

A note on your preferred time (PST) for an interview on the week of April 13, 2020.