

July 22, 2026

To: Mike Rademaker, Crescent City Harbor District CEO and the Crescent City Harbor District Board of Commissioners



From: Mike Bahr, CEO, Community System Solutions

RE: Agenda Item: Release a Request for Proposal for a Consultant to Perform Construction Design Services for the new Seawall and Citizens' Dock, Pier 1.

Recommended Action: Approve release of a Request for Proposal for a Consultant to Perform Construction Design Services for the new Seawall and Citizens' Dock, Pier 1.

Hello Commissioners,

Attached is an RFP for a consultant to perform Construction Design Services for the new Seawall and Citizens' Dock, Pier 1.

In September 2023 an RFP was released for initial design services. Following a competitive process, the Crescent City Harbor District entered into an Agreement for Professional Services with Moffatt & Nichol. Task 1 in that contract was the creation of Preliminary Engineering & Design documents.

Those design documents were completed by Moffatt & Nichol and used to secure CEQA and NEPA approval for the project and apply for construction permits.

What are needed now are the 60% and 100% final design and construction documents in order to bid the construction of the projects.

For the past few months, staff and consultants have worked with Moffat & Nichol for a contract extension for this final design work. During that process the proposals from Moffat & Nichol were well above the amount of grant funds CCHD had for these services.

In addition, after discussion with the grant funders in the past two weeks, it was determined that the RFP issued in 2023 for Initial Design Services was out of date and a new RFP needed to be issued.

It needs to be noted that the attached RFP was not prepared with the assistance of the Project Managers for this project, Kimley-Horn, as it is expected they will be one of the respondents to this RFP. This RFP is built on the template CSS has developed for CCHD RFP's and includes suggestions made by Commissioners on other RFPs.

The scope of work includes the following items:

1. Construction Design Services providing 60% and 100% construction ready design drawings for a new Seawall and Citizens' Dock, Pier 1.
 - The 60% design submittal will include structural systems, geometry, materials, and primary design loads. The 60% package is intended to allow the CCHD and regulatory agencies to confirm design intent, identify permit requirements, and provide substantive comments prior to the commitment of final engineering resources
 - The 100% final design will include the complete, permit-ready, and contractor-biddable construction document set. The 100% package shall be suitable for direct submission to all permitting agencies and for competitive public bidding without further engineering.
 - The final design will be stamped by an Engineer of Record (EOR), who shall hold a current Professional Engineer (P.E.) license in California and shall have demonstrated experience in marine and coastal infrastructure design.

A complete Scope of Services being requested is included in Exhibit 1 of the RFP.

If a respondent to the RFP is chosen, the work would be paid from the Coastal Conservancy Citizens' Dock Grant and PIDP 2022 Grant and PIDP 2024 Grant. The amount in those grants available to pay for these services is \$250,000 Coastal Conservancy and \$557,000 from the PIDP grants.

The cost of a contract for these services is unknown until we get responses to this RFP.

The next steps will be to make any changes in the RFP as requested by the Board at this meeting; release the RFP and bring the responses back to Board for review at your August 26 meeting.

I will be in attendance at the Board meeting via Zoom and will be happy to answer any questions you may have.

Thank you,

Mike Bahr, CEO, Community System Solutions

Requested Action:

Approve release of a Request for Proposal for a Consultant to Perform Construction Design Services for the new Seawall and Citizens' Dock, Pier 1

Attachments:

CCHD RFP Request for Consultant to provide Construction Design Services