



THE CITY OF
HALF MOON BAY
CALIFORNIA

QUESTIONS AND ANSWERS TO REQUEST FOR PROPOSALS (RFP)

**For the Development of a
Parks and Recreational Facilities Master Plan**

Questions and Answers to RFP

1. How many community meetings are anticipated?

Per Section 2.8 (Draft and Final Master Plan Presentation), page 8 of the RFP, anticipate at least 6 meeting through this process. If the consultant recommends additional public outreach event(s) beyond these meetings, please provide a cost estimate for this work within your proposal. The hope is that we can use some of the recently gathered outreach information from the General Plan update process for the Parks and Recreation Master Plan.

2. Will there be a steering committee or advisory committee established for the project?

Yes, the City’s Parks and Recreation Committee will be the primary steering committee for this project. Along with the Parks and Recreation Committee, the draft Master Plan will be presented to Planning Commission and City Council to request feedback. Ultimately, the Parks and Recreation Committee and Planning Commission will recommend the final version of the Master Plan to the City Council for adoption.

3. What role will the consultant play in CEQA compliance? Is the consultant advising on the environmental checklist or preparing the environmental document? Any additional information on this task/effort would be appreciated?

Depending on the content and extent of new facilities included in the draft Master Plan, the consultant will work with the City on CEQA determination on the Master Plan. In the event that the determination is that the Master Plan is not be exempt, please provide a cost estimate alternate for the environmental work associated with a Negative Declaration / Mitigated Negative Declaration certification and a Statement of Qualifications of any sub-consultant used (if any).

4. Will a consolidated list of responses to consultant question be distributed and/or provided on the City’s webpage?

Yes, this question and answer document will be posted as an addendum to the RFP within the electronic Bid Center on the City’s website at the following URL:
http://www.half-moon-bay.ca.us/index.php?option=com_content&view=category&layout=blog&id=170&Itemid=198