



AGENCY: City Council
MEETING DATE: January 22, 2024
DEPARTMENT: Public Works
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AGENDA ITEM SUMMARY

TITLE:

Receive Report and Approve Scope of Services for Request for Qualifications for As-Needed Professional Services in Noyo Harbor Planning Effort

BACKGROUND:

The California Coastal Commission awarded the City of Fort Bragg \$898,900 in Local Coastal Program (LCP) grant funds to support a regional strategy to address climate change in and around Noyo Harbor through blue economy initiatives. Funds will be utilized to:

- Develop a Community Engagement Plan;
- Draft the Noyo Harbor Blue Economy Visioning, Resiliency, and Implementation Plan; and
- To incorporate findings of this planning effort into an update of the City's LCP.

To support this important planning effort, the California Sea Grant (CASG) created a new position: Coastal Mendocino Extension Fellowship (Att. 1 – CASG Job Description). Jami Miller accepted the position and began working from City Hall on November 1, 2023 (Att. 2 – CASG Article). Also in November, the draft Community Engagement Plan (CEP) was finalized after being circulated for review and incorporating feedback (Att. 3 – CEP). Several community members have already stepped up to participate in the Community Outreach Team and attended a training on Saturday, January 20th. Those interested in joining the Community Outreach Team should contact Jami Miller via email at jmiller@fortbragg.com or by calling 707-961-2823 x137.

ISSUE:

The Noyo Harbor Blue Economy Visioning, Resiliency, and Implementation (BEVRI) Plan will provide comprehensive baseline information about the harbor's existing environmental, physical, and economic conditions. It will focus on community education and visioning, and result in identifying the next steps for implementation. Staff will draft the BEVRI plan, however specialized knowledge and expertise are needed to support several components of the BEVRI Plan including, but not limited to:

- Site-specific analysis of scenarios related to impacts of sea level rise, tsunami hazards, and erosion due to increased wave action;
- Parcel inventory to identify boundaries, current land uses, economic contribution, and historic status;
- Harbor facilities conditions assessment; and
- Aquaculture Feasibility Assessment.

Staff proposes the City circulate a Request for Qualifications for qualified professionals to

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provide on-call, as-needed environmental, engineering, surveying, and other consulting services the City does not have in-house. Staff proposes to review the submitted RFQ responses and select a panel of qualified firms for recommendation to the Council. Approved firms will execute a contract for on-call as-needed services related to the Noyo Harbor Project. The resulting panel will then be used by staff to identify the appropriate firms or individuals proper for specific tasks. The members of the panel will be placed under contract, however, no services will be rendered, nor will any payment be made unless a subsequent purchase order is issued, subject to the City Manager's expenditure approval authority. Any services that exceed the City Manager's authority to approve will be subject to Council approval consistent with existing city policies. Consultants will be provided a detailed scope of service, which may include staffing, scheduling, deliverable, and cost considerations, approved by City Manager before the commencement of any services. The panel list would remain active through the grant timeframe – December 2026.

The attached RFQ solicits consultants with experience and expertise in:

1. Surveying and mapping, including LiDAR, CAD and/or GIS;
2. Civil and hydrological engineering;
3. Habitat restoration design, permitting, construction, and monitoring for integrated habitats and multiple benefits;
4. Natural and nature-based shoreline protection design;
5. Water quality assessment;
6. Structural analyses;
7. Pre-project feasibility analyses;
8. Economic analyses;
9. Hazardous or toxic substance investigations;
10. Watershed, intertidal and subtidal assessments;
11. Archaeological studies;
12. Climate change issues such as species migrations, seasonal coastal and fluvial flooding, and sea-level rise;
13. Botanical studies;
14. Agricultural studies;
15. Soil and marine sediment analyses;
16. Site and land use planning;
17. Sea-level rise and coastal erosion modeling;
18. Environmental monitoring;
19. Graphic design for educational materials;
20. Traditional Ecological Knowledge;
21. Local working waterfront skills;
22. Harbor District and Special District Analysis; and
23. Other related environmental services, such as appraisals for restoration purposes.

RECOMMENDED ACTION:

Approve RFQ Scope of Services to support the Noyo Harbor planning effort.

ALTERNATIVE ACTION(S):

1. Approve RFQ Scope of Services with modifications.
2. Do not approve RFQ.
3. Provide alternative direction.

FISCAL IMPACT:

All costs associated with this project would be reimbursed through Grant Agreement Number LCP-22-07.

GREENHOUSE GAS EMISSIONS IMPACT:

Negligible.

ENVIRONMENTAL ANALYSIS:

Approving the RFQ does not meet the definition of a “Project” under the California Environmental Quality Act (CEQA) 15061(b) (3) as it can be seen with certainty that there is no possibility it will result in a significant effect on the environment and therefore it is not subject to or is exempt from CEQA. Approval and issuance of the RFQ is not a commitment to a specific project that could potentially result in a significant physical impact on the environment. The administrative activity of issuing the RFQ will not create a direct or indirect change in the environment.

IMPLEMENTATION/TIMEFRAMES:

RFQ would remain active through December 2026.

ATTACHMENTS:

1. RFQ
2. CASG Job Description
3. CASG Article
4. Final CEP

NOTIFICATION:

1. “Notify Me” E-Notification Lists: Blue Economy; Economic Development Planning, LCP Updates, Bids & RFPs
2. Noyo Harbor District Commissioners
3. Mendocino County Board of Supervisors
4. Noyo Ocean Collective