

Mariposa County Board of Supervisors



REQUEST FOR PROPOSALS

Mariposa County Recreation and Resiliency Master Plan

November 6, 2019

**Mariposa County Planning Department
PO Box 2039
5100 Bullion Street
Mariposa, CA 95338
209-966-5151**

Mariposa County Board of Supervisors

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Mariposa County Recreation and Resiliency Master Plan

I. Project Description

A. Introduction

Mariposa County is seeking proposals from qualified planning and design teams to produce the county's comprehensive parks and recreation master plan. In addition to helping articulate community recreation needs, devising a strategy for implementing project recommendations, and describing a 20-year vision for managing parks and recreation resources, the plan will apply a resiliency framework to identify opportunities for parks and recreation investments to support climate change adaptation and mitigation. This latter task will require innovative planning and design strategies that leverage parks and recreation resources to: reduce the county's risk to natural disasters like wildfire and flooding; provide support for state and federal first responders in the event of a disaster; facilitate healthy lifestyles in conditions that result from changes in the region's climate; and establish compelling public places that contribute to county's economy and sense of place.

The planning effort will use extensive stakeholder engagement and community outreach to establish a coordinated and collaborative plan for: enhancing existing county operated parks and recreation resources; acquiring additional resources to support the community's parks and recreation objectives; and leveraging the abundance of federal land in the county to establish new recreation opportunities throughout the region. This includes investments in both parks and trails. When appropriate, the planning and design effort will consider opportunities for collaboration with related ongoing community planning efforts, including the [Merced River Trail Master Plan](#), [Mariposa Creek Parkway Master Plan](#), and the [Creative Placemaking Master Plan](#). Additional information related to these and other Mariposa County projects and supporting information can be viewed and downloaded from the [County's website](#).

Stakeholder engagement efforts will seek to empower voices from throughout our geographically disparate rural county, with a particular emphasis on soliciting input from disadvantaged community members who are often marginalized by conventional community planning processes. It is likely that the community dialogues described elsewhere in this Request for Proposals will require innovation and creative thinking to have the desired impact.

B. Background

Like many rural communities across the US, Mariposa County faces significant public health issues, many of which disproportionately affect disadvantaged segments of our community. At 10.7%, the prevalence of diabetes in Mariposa County is the second highest of all counties statewide. The county's prevalence for obesity (24.4%) also ranks among the state's highest, while heart disease (congestive heart failure and acute myocardial infarction) accounts for the bulk of hospital care for county Medicare enrollees. Significantly, these public health issues have been proven to respond positively to increased physical recreation. Countless studies indicate that active recreation and connection to natural areas can supplement and, in some cases, potentially even substitute for clinical interventions to public health conditions like those mentioned above. However, according to the Robert Wood Johnson Foundation, only 58% of Mariposans have access to physical activity, 5th lowest among California counties. This is compared to 94% of residents statewide.

Additionally, and relatedly, residents in the project area and elsewhere in Mariposa County are particularly disadvantaged by a lack of safe active transportation options. The dispersed low-density

land use patterns that define rural areas like Mariposa County typically lack environmental supports and accessible destinations, like sidewalks and public transit, to encourage physical activity through mobility. Our parks and recreation investments can serve as enhancements to our active transportation network, further increasing their potential to realize these benefits without incurring additional burdens on infrastructure and other public resources.

In addition to the enormous financial costs associated with the repair, hardening, and temporary lack of major infrastructure elements like roads, bridges, and fiber optics, climate change has severe implications for our community's public health outcomes. In particular, the public health issues are exacerbated by the effects of climate change. This includes psychological stress, traumatic injury, and tragically, loss of life associated with extreme heat, catastrophic wildfires, and flooding. Both types of events (the Detwiler [2017] and Ferguson [2018] Fires, and floods in March 2017) have claimed lives in Mariposa County in the past 24 months.

Recent county wildfire history has been particularly grim. Every community in Mariposa County has been threatened by major wildland fires within the past twenty years. The Mariposa County Community Wildland Fire Protection Plan (2012) estimates that approximately 70% of the communities within the county are exposed to "high" or "very high" risk from wildfires. This is due largely to a countywide accumulation of hazardous fuels, averaging 75-100 tons per acre in some areas.

The Detwiler Fire (2017) destroyed 131 structures including 63 homes, while the Ferguson Fire (2018) destroyed 10 structures and caused 19 injuries, along with two fatalities. These recent disaster events have been exacerbated by a number of issues, including the impacts of the tree mortality disaster, our rural community's abundance of undeveloped and unmaintained large tracts of land (where fuel loading is extreme), and its juxtaposition with existing *and* future development. Combined, these issues present substantial WUI considerations, including dispersed high hazard fuels, low fire water availability, and vulnerable structure siting and design.

C. Project Summary

This master planning effort advances the implementation of a variety of community objectives, especially those related to public health, economic development, creative placemaking, landscape restoration, and climate change adaptation. In particular, the Recreation and Resiliency Master Plan and its associated process will:

- Provide substantive opportunities for the community to participate in the master planning process;
- Articulate a shared vision for the functional, programmatic, and aesthetic characteristics of existing and future parks and recreation amenities in Mariposa County;
- Recommend a system of parks and recreation projects, programs, and policies that are capable of realizing that vision;
- Identify innovative and impactful strategies for grappling with climate change and its many impacts through parks and recreation recommendations;
- Quantify the cultural, environmental, and ecological benefits of the parks and recreation recommendations; and

- Detail feasible solutions for financing, phasing, and maintaining community investments in parks, recreation, open space, and trail resources.

The project will utilize these attributes to develop a final Recreation and Resiliency Master Plan that centers on the following Scope of Work Elements:

1. **DESCRIBE** existing recreational, cultural, and ecological conditions;
2. **EXPRESS** community preferences for parks and recreation programs and character;
3. **IDENTIFY** parks and recreation enhancements that can achieve the community’s expressed vision;
4. **EVALUATE** the range of impacts that these enhancements will have on our community and landscape; and
5. **STRATEGIZE** to implement and maintain the parks and recreation enhancements over a 20-year time horizon.

II. Responsible Parties

The County of Mariposa Board of Supervisors is the responsible party. Other stakeholders will include:

- The Recreation and Resiliency Steering Committee: this core stakeholder group is comprised of representatives from county agencies, officially recognized citizen advisory groups, and federal land managers with jurisdiction in Mariposa County. This includes county staff from the Administration, Public Works, Fire, and Emergency Services Departments; the Merced River Trail Community Working Group, Mariposa County Fire Advisory Committee, and the Parks and Recreation Commission; and the US Forest Service, Bureau of Land Management, and Yosemite National Park.
- Community Advocacy and Implementation Organizations: Mariposa County Unified School District, Sierra Foothill Conservancy, Mariposa Public Utility District; Mariposa County Resource Conservation District; Sierra Nevada Conservancy; the Alliance for Community Transformations; and others to be determined;
- County Departments: Health and Human Services, Planning, and other departments as needed;

III. Community Participation

The project’s dedicated steering committee represents a broad range of organized community interests. This committee will guide the overall project, in particular facilitating and shaping community participation activities at each step of the process including:

1. Advise on appropriate and effective community engagement activities in relation to park and recreation planning needs identified by the consultant team and other stakeholders. The committees will help select an appropriate community engagement strategy for each program element.

2. Facilitate community representation and outreach: committee members are affiliated with key community organizations and institutions, representing downtown interests, and provide direct communication and involvement with the community through meetings and workshops; and
3. Endorse and recommend adoption of the final Recreation and Resiliency Master Plan.

IV. Project Implementation: Tasks and Deliverables

The project is anticipated to follow the subsequent workflow. Dates and internal deadlines are flexible, but the project should be completed by 12/31/2020.

Phase 1: MOBILIZE

- Prepare and distribute RFP
- Evaluate responses; select and contract with a consultant team
- Site visit/initial meetings with essential stakeholders

Phase 2: DESCRIBE

- Quantify relevant current conditions using defensible and analytical metrics. Possible data sources include but are by no means limited to:
 - a. *Recreation information:* GIS from Mariposa County, US Forest Service, Bureau of Land Management, National Park Service, Trust for Public Land, and other related sources.
 - b. *Ecological information:* GIS from CAL FIRE, California Office of Emergency Services, California Department of Conservation, and other related sources; Mariposa County Local Hazard Mitigation Plan; Community Planning Assistance for Wildfire Recommendations, and other related data sources.
- Establish standards for data visualization, presentation, and analysis for future stages in the planning process.
- Coordinate a community presentation, discussion, and dialogue around findings and other preliminary topics.

Phase 3: EXPRESS

- Collaborate with essential community stakeholders to develop and facilitate an inclusive process for receiving impactful input from stakeholders throughout Mariposa County on the Recreation and Resiliency Master Plan's foundational elements. This includes those who are frequently marginalized by similar planning efforts, such as native Americans, youth, and the elderly. Outcomes will be to understand the community's:
 - a. Needs for current and future park and recreation programming
 - b. Preferences for park and recreation aesthetics and character
- Organize and consolidate community feedback into a cohesive narrative that articulates the vision expressed during this phase.
- Conduct preliminary research and inquiry into opportunities for aligning parks and recreation investments with climate change adaptation and mitigation strategies.

Phase 4: IDENTIFY

- Combine analytical findings from Phase 1 with qualitative community input from Phase 3 to recommend draft parks and recreation investments that meet the community’s recreational, cultural, and ecological objectives. Deliverables will likely include, but are not limited to:
 - a. Large-format master plans, labeled with significant programmatic elements and enlargements of key areas as appropriate
 - b. Plan-view analytical diagrams and maps that communicate existing and proposed recreational, cultural, and/or ecological benefits
 - c. Rendered perspective views that express the variety of experiential and ecological benefits of recommended projects
 - d. Diagrammatic and/or rendered sections and elevations that communicate the physical character in recommended projects
 - e. Other graphics and analysis as necessary
- Coordinate a community presentation, discussion, and dialogue around findings and other preliminary topics.

Phase 5: EVALUATE

- Refine the draft recommendations by incorporating feedback received at Phase 4
- Analyze the refined recommendations to determine their recreational, cultural, and ecological performance relative to the baseline established in Phase 1

Phase 6: STRATEGIZE

- Develop a financing, implementation, operations, and management strategy that provides for development and administration of recommended park and recreation enhancements over a 20-year time horizon. Among the contents of this strategy will be:
 - a. cost estimates for system-wide and site-specific park and recreation enhancements;
 - b. recommended phasing programs for pragmatic yet ambitious project implementation; and
 - c. potential mechanisms for funding, especially for leveraging existing state resources such as funding streams established by Proposition 68.
- Assemble the financing and implementation strategy and refined draft recommendations (including analytical evaluations) produced in Phase 5, along with other content developed throughout the planning process, into a digital and physical Recreation and Resiliency Master Plan document to submit for adoption to the Board of Supervisors.
- Support county staff efforts to adopt the final master plan deliverable.

V. CONTACT PERSON

Mikey Goralnik, Community Design and Development Planner AND
Sarah Williams, Director
Mariposa County Planning Department
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VI. ESTIMATED PROJECT TIMETABLE

December 16, 2019, 2:00 PM.....Closing Date and Time for Receipt of Proposals
January 6-8, 2020.....Conduct interviews, as needed
January 20, 2020.....Notification
February 4, 2020.....Contract Award
December 31, 2020.....Anticipated Project Completion Date

Proposals must be **received** no later than **2:00 PM on December 16, 2019** at the Mariposa County Planning Department:

Mariposa County Planning Department
5100 BULLION STREET • POST OFFICE BOX 2039
MARIPOSA, CALIFORNIA 95338-2039

Proposals must be submitted in a sealed envelope that is clearly marked “**Mariposa County Recreation and Resiliency Master Plan.**” If mail delivery is used, the proposer should mail the proposal early enough to provide for arrival by this deadline. Proposer uses mail or courier service at his/her own risk. Mariposa County Board of Supervisors will not be liable or responsible for any late delivery of proposals. **Postmarks will not be accepted.** Until award of the contract, the proposals will be held in confidence and will not be available for public review. Upon award of a contract to the successful proposer, all proposals shall be public records. No proposal shall be returned after the date and time set for opening thereof.

By submitting a proposal, the proposer certifies that his or her name or firm’s name, as well as that of proposer subcontractors, does not appear on the Comptroller General’s list of ineligible contractors for federally assisted projects.

VII. GENERAL CONDITIONS

A. Limitations

This Request for Proposal (RFP) does not commit MARIPOSA COUNTY BOARD OF SUPERVISORS to award a contract, to pay any costs incurred in the preparation of the proposal in response to this request, or to procure or contract for services or supplies. MARIPOSA COUNTY BOARD OF SUPERVISORS may:

- a) Reject any and all proposals or waive any irregularity or information in any proposal or in the RFP procedure;
- b) Determine the suitability of the materials and/or services to be rendered;
- c) Withdraw this RFP at any time without prior notice; and
- d) Modify the RFP schedule described above.

B. Award

MARIPOSA COUNTY BOARD OF SUPERVISORS may ask RFP finalists to make oral presentations. Finalists may be required to participate in negotiations and submit technical, or other revisions of their proposals resulting from negotiations. MARIPOSA COUNTY BOARD OF SUPERVISORS also reserves the right to award the contract without discussion or interviews, based upon the initial proposals. Selection will be based solely upon demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required.

C. RFP Addendum

Any changes to the RFP requirements will be made by written addenda by MARIPOSA COUNTY BOARD OF SUPERVISORS and will be considered part of the RFP. Upon issuance, such addenda will be incorporated in the RFP documents, and shall prevail over inconsistent provisions of earlier issued documentation.

D. Verbal Agreement or Conversation

No prior, current, or post award verbal conversations or agreement(s) with any officer, agent, or employee of MARIPOSA COUNTY BOARD OF SUPERVISORS shall affect or modify any terms or obligations of the RFP, or any contract resulting from this RFP.

E. Pre-contractual Expense

MARIPOSA COUNTY BOARD OF SUPERVISORS shall not be liable for any pre-contractual expenses incurred by any proposer or selected contractor.

F. Signature

The proposal shall provide the following information: name, title, address, and telephone number of the individual with authority to bind the company and also who may be contacted during the period of proposal evaluation. The proposal shall be signed by an official authorized to bind the Consultant(s) and shall contain a statement to the effect that the proposal is a firm offer for at least a ninety (90) day period.

G. Term

The term of the contract will be from the date of execution of the contract to project completion. **The project should be completed prior to December 31, 2020.**

H. Fiscal Out Clause

The Agreement may be terminated at the end of any fiscal year, June 30, without further liability other than payment incurred during such fiscal year, should funds not be appropriated by MARIPOSA COUNTY BOARD OF SUPERVISORS to continue services for which the agreement was intended.

I. Insurance

The successful firm shall provide evidence of Professional Errors and Omissions Insurance and general commercial liability insurance in amounts not less than \$1,000,000 per occurrence. Insurance shall name the Mariposa County Board of Supervisors as an additional insured.

J. Contract Arrangements

The proposer is expected to execute a contract similar to MARIPOSA COUNTY BOARD OF SUPERVISORS's Professional Services Agreement, which meets the requirements of MAP-21.

- 1) Disadvantaged Business Enterprise (DBE) Policy: It is the policy of the U.S. Department of Transportation that minority- and women-owned business enterprises (hereby referred to as DBE's) as defined in 49 CFR Part 26, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds. DBE certified consultants are encouraged to submit proposals. MARIPOSA COUNTY BOARD OF SUPERVISORS will not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR, Part 26 on the basis of race, color, sex, or national origin;
- 2) DBE Obligation: The recipient or its contractor agrees to ensure that DBE's have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, all recipients or contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 to ensure that DBE's have the maximum opportunity to compete for and perform contracts. A discussion of the consultant(s) program for use of DBE's in the performance of this work, including the following:
 - a) the names and addresses of DBE firms that will participate;
 - b) the description of the work each named firm will perform; and
 - c) the dollar amount of participation by each DBE firm
- 3) Equal Employment Opportunity: In connection with the performance of the contract, the contractor shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Each proposal, to be considered responsive, must include a copy of the consultant(s) affirmative action policy (applicable for firms with 50 or more employees);
- 4) Title VI of the Civil Rights Act of 1964: The contractor agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (49 USC 2000d) and the regulations of the U.S. Department of Transportation issued thereunder in 49 CFR Part 21; and

- 5) Conflict of Interest: Firms submitting proposals in response to this RFP must disclose to MARIPOSA COUNTY BOARD OF SUPERVISORS any actual, apparent, or potential conflicts of interest that may exist relative to the services to be provided under Agreement for consulting services to be awarded pursuant to this RFP. If this firm has no conflict of interest, a statement to that effect shall be included in the proposal.

VIII. PROPOSAL CONTENT AND ORGANIZATION

Proposals should be limited to specific discussion of the elements outlined in this RFP. The intent of this RFP is to encourage responses which meet the stated requirements and which propose the best methods to accomplish the work. The organization of the proposal should following:

A. Transmittal Letter

The transmittal letter should include the name, title, address, phone number, and original signature of an individual with authority to negotiate on behalf of and to contractually bind the consultant(s) firm, and who may be contacted during the period of proposal evaluation. Only one transmittal letter need be prepared to accompany all copies of the technical and cost proposals.

B. Table of Contents

A listing of the major sections in the proposal and the associated page numbers.

C. Introduction

In this section, the proposer should demonstrate an adequate understanding of the role and relationships of MARIPOSA COUNTY BOARD OF SUPERVISORS and an awareness of issues specific to the Mariposa County Recreation and Resiliency Master Plan.

D. Technical Proposal should include:

- 1) A brief description of the consultant(s) firm, including the year the firm was established, type of organization of firm (partnership, corporation, etc.), and any variation in size over the last five years, along with a statement of the firm's qualifications for performing the subject consulting services;
- 2) A brief description of the firm's experience with similar projects;
- 3) A thorough explanation of the consultants' proposed course of action. References should be made to the RFP requirements and the consultant's plans for meeting those requirements; and
- 4) An itemized description of the proposed project schedule and the end products to be produced.

- a) **Project Management:** Proposals must include an explanation of the project management system and practices to be used to assure that the proposed services are completed timely and that the quality of the products will meet MARIPOSA COUNTY BOARD OF SUPERVISORS's requirements;
- b) **Consultant Staff:** Proposals must describe the qualifications and experience of each professional who will participate in the project, including a resume for each member of the project team. A project manager must be designated, and an organizational chart showing the manager and all project staff proposed who will provide services must be included;
- c) **Time and Services Proposal:** The Proposal must indicate the anticipated total efforts, expressed in percentages of person-hours to be provided by each professional and each member of the supporting professional staff. Specific responsibilities of the lead consultant and other key personnel should be detailed. Do not include any cost information with the time and services proposal; and
- d) **Consultant Qualifications and References:** Proposals must include references for similar projects, including client contact names, addresses, phone numbers, descriptions of the type of work performed, approximate dates on which the work was completed, and professional staff who performed the work. Joint proposals should be accompanied by qualifications and references for each participant and subcontractor.

E. Number of Copies

The proposer must provide two (2) bound copies, one (1) unbound original (suitable for reproduction) and readily accessible electronic versions formatted as a PDF and also in WORD/EXCEL. In addition to physical copies sent to below address, send electronic submittals to Mikey Goralnik at: mgoralnik@mariposacounty.org.

F. Submittal Schedule

All proposals shall be **received** no later than **2:00 pm on December 16th, 2019** at the Mariposa County Planning Department **5100 Bullion Street BULLION STREET; POST OFFICE BOX 2039 MARIPOSA, CALIFORNIA 95338-2039**

G. Submittal and Disposition of Proposals

- a) All proposals shall be submitted in a sealed envelope that is clearly marked "Mariposa County Recreation and Resiliency Master Plan." Late proposals will not be accepted.
- b) All proposals, whether selected or rejected, shall become the property of the MARIPOSA COUNTY BOARD OF SUPERVISORS.
- c) All proposals received prior to the date and time specified above for receipt may be withdrawn or modified by written request of the proposer. Modifications must be received in writing, and in the same type of media and number of copies as the original proposal, prior to the date and time specified for receipt of proposals.

- d) Evaluation and review of the proposal and award of a contract will be a part of the public record for this project.

IX. PROPOSAL EVALUATION AND SELECTION

All proposals will be initially screened by an interdepartmental staff panel, a limited number of proposals will be reviewed by a steering committee, and thereafter recommendations will be forwarded to the Board of Supervisors for approval. Proposers may be telephoned and asked for further information, if necessary, and may be requested to appear for oral interviews. Previous clients will also be called. The panel will make recommendations to the MARIPOSA COUNTY BOARD OF SUPERVISORS on the basis of the proposal, interviews, and references. MARIPOSA COUNTY BOARD OF SUPERVISORS may select a consultant based solely on written proposals and not convene oral interviews.

Evaluation of proposals will be conducted using the following criteria:

- Demonstrated capacity to think critically and innovatively with regard to community resiliency, climate change adaptation, and landscape performance;
- Capacity to effectively plan for and implement context-sensitive parks, recreation, open space, and trail projects that support economic development, public health, and creative placemaking objectives;
- Familiarity with the project area and the type of issues and problems associated with the project and its particular context;
- Approach to be followed and the tasks to be performed, including detailed steps, resources required, and proposed project schedule;
- Qualifications, specific experience, and technical competence of the personnel to be assigned to this contract; and
- Preference will be given to interdisciplinary teams with a demonstrated history of effective collaboration.

Following the qualification-based ranking, negotiations shall be conducted with the most qualified proposer. MARIPOSA COUNTY BOARD OF SUPERVISORS will negotiate with the next most qualified proposer until a contract can be awarded.

X. COST PROPOSAL and PAYMENT SCHEDULE

The consultant budget for this project is **\$150,000**.

The itemized cost proposal shall describe both the hourly rate and number of hours for principal(s) and employees to be assigned to this contract, by task, and a summary of any other related costs that are to be billed directly and a total “not-to-exceed” amount for this proposal.

Fees shall be accounted on a monthly basis and will accrue in three (3) month increments for quarterly invoicing and payment. Ten percent (10%) of the total contract amount will be withheld until successful completion of the contract. All invoices will be emailed to the Mariposa County Planning Department as specified in the executed professional services agreement.

END