

## DRAFT – WORK IN PROGRESS For Discussion Purposes Only

### ATTACHMENT A

### SCOPE OF WORK

#### BACKGROUND

On May 13, 2010, Consultant submitted to the District a proposal to conduct a series of public meetings to develop ideas and opportunities for enhancing the North Embarcadero waterfront, with specific focus on the North Embarcadero Visionary Plan (NEVP) Phase 1 project. Consultant proposes to build consensus through these public workshops to and propose additional specific recommendations for NEVP Phase 1.

Consultant understands the NEVP Phase 1 project was the result of a design effort approved by the NEVP Joint Powers Authority of the City of San Diego, Centre City Development Corporation (CCDC), and the District. Consultant also understands that the NEVP Phase 1 project was analyzed pursuant to the California Environmental Quality Act, and, on July 7, 2009, the Board of Port Commissioners found the project to be in substantial conformance with the NEVP Master Environmental Impact Report.

#### GOALS AND OPPORTUNITIES

The goal of this Scope of Work is for Consultant to provide to the District the public's recommendations for further enhancing the NEVP Phase 1 project, including additional Special Conditions of Approval for the NEVP Phase 1 Coastal Development Permit. District staff will request that the Board of Port Commissioners authorize issuance of a new NEVP Phase 1 Coastal Development Permit at its July 6, 2010 meeting.

District understands that a conceptual plan for the North Embarcadero (beyond NEVP Phase 1) may also result from the public workshops.

#### TASKS

- 1.0 **conduct stakeholder outreach.** Unless the District agrees in writing in advance, all public meetings must be held by no later than the dates listed in each subtask below. Consultant must advertise each public meeting both to the general public and specifically to stakeholders selected by the Consultant and the District in advance. The District will provide the venue for all of the meetings in this Task.
- 1.1 **Conduct Internal Kick-off Meeting.** By Tuesday, May 25, 2010 Consultant must conduct one internal kick-off meeting together with staff from the District, CCDC, and the City of San Diego to review the NEVP Phase 1 project's current design and entitlements, previous environmental review under CEQA, the Port Master Plan, funding, and other project-related information. The District understands the Consultant walked the site on May 12, 2010. However, Consultant may require additional site visits throughout

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the scope of this Agreement.

Consultant requests that the NEVP Phase 1 Design Team (Civitas, PDC, Spurlock Poirier, etc.) be available to present their work at this internal kick-off meeting. The Consultant understands that the NEVP Phase 1 Design Team may participate subject to their availability and the availability of funding through the District or CCDC design contract for NEVP Phase 1.

Deliverables: Conduct meeting and deliver, by no later than three business days following the meeting, the following: (a) detailed meeting notes, (b) a summary of those notes with Consultant's comments, and (c) a list of recommended actions to be taken before the next public meeting, including a draft agenda.

- 1.2 Conduct "Site Planning Principles" Kick-off Public Meeting.** By Saturday, June 5, 2010 Consultant must conduct one public meeting to educate the public on the scope of the plan and the "end in mind," discuss site planning principles (i.e. circulation, uses, open spaces), develop a program for public and private uses, and share ideas/opportunities for enhancing NEVP Phase 1.

Deliverables: Conduct meeting and deliver, by no later than three business days following the meeting, the following: (a) detailed meeting notes, (b) a summary of those notes with Consultant's comments, (c) a draft list of ideas/opportunities for enhancing NEVP Phase 1, and (d) a list of recommended actions to be taken before the next public meeting, including a draft agenda.

- 1.3 Conduct "Enhancement Ideas and Opportunities" Public Meeting.** By Saturday, June 19, 2010 Consultant must conduct one public meeting to further develop ideas and opportunities for enhancing NEVP Phase 1, discuss alternative ideas and plans, and give some direction towards a preferred alternative.

Opportunities for enhancement may include, but not be limited to the following:

- Landscaping improvements (i.e. add/remove grass, add/remove Jacaranda trees, add/remove drought tolerant plants)
- Paving
- Public art elements
- Water features
- Broadway Pier forecourt event programming
- Roadway width reductions and realignments
- Additional waterfront focal points

Deliverables: Conduct meeting and deliver, by no later than three business days following the meeting, the following: (a) detailed meeting notes, (b) a summary of those notes with Consultant's comments, and (c) a list of

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recommended actions to be taken before the next public meeting, including a draft agenda, and (d) a draft list of alternatives.

- 1.4 **Conduct “Consensus Building and Final Recommendations” Public Meeting.** By Monday, June 28, 2010, Consultant must conduct a public meeting to reach consensus on a conceptual plan and develop final recommendations for enhancing NEVP Phase 1. Recommendations will include additional specific Special Conditions of approval for the NEVP Phase 1 Coastal Development Permit. At this meeting, the Consultant will identify areas and/or elements of consensus among those who participate, and areas and/or elements that have not reached consensus by the close of the meeting. This meeting may form the basis of the presentations described in Task 2.0 below.

Deliverables: Conduct meeting and deliver, by no later than two business days following the meeting, the following: (a) detailed meeting notes, (b) a summary of those notes with Consultant’s comments, and (c) a draft of the presentation to be made to the Board of Port Commissioners described in Task 2.0 below, and (d) a final list of alternatives based on the “Consensus Building and Final Recommendations” meeting and the Consultant’s professional opinion.

*The cost for completion of Task 1 shall not exceed Thirty Thousand Dollars (\$30,000).*

### 2.0 prepare nevp phase 1 recommendations

- 2.1 **Submit Draft Recommendations.** By Wednesday, June 30, 2010, Consultant must prepare and deliver to the District draft conceptual plans and specific recommendations for enhancing the NEVP Phase 1 project. The draft must be based on the outreach conducted in Task 1. The draft must include recommendations that fall within the opportunities parameters established by the District and the public through the outreach process. The District may provide comments on the draft recommendations that the Consultant must consider in the final recommendations.

Deliverables: One draft whitepaper consisting of the following elements: (a) a draft conceptual plan and draft list of specific recommendations for NEVP Phase 1, including additional specific Special Conditions of approval for the NEVP Phase 1 Coastal Development Permit (b) conceptual drawings as necessary to illustrate the recommendations, (c) all notes from the stakeholder outreach meetings.

- 2.2 **Submit Final Recommendations.** By Friday, July 2, 2010 following review and comment by the District, Consultant must prepare and deliver to the District final recommendations based on the draft and the District’s comments. The final recommendations must form the basis of a presentation to the Board on July 6, 2010.

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Deliverables: One final whitepaper consisting of all of the elements of the draft whitepaper described in Task 2.1 above.

### **3.0 present recommendations**

#### **3.1 Present to Joint Powers Authority Board (date to be determined)**

#### **4.0 3.2 Present to San Diego Unified Port District Board (July 6, 2010)**

*The costs for completion of Tasks 1 through 4 shall not exceed:*

- *Ten Thousand Dollars (\$10,000) for work completed by Consultant David Malmuth*
- *Seventy Thousand Dollars (\$70,000) for work completed by Subconsultants Ehrenkrantz Eckstut & Kuhn Architects and Rob Wellington Quigley*
- *Ten Thousand Dollars (\$10,000) for expenses (i.e. travel)*

*The total amount under this Scope of Work shall not exceed One Hundred Twenty Thousand Dollars (\$120,000).*