



## CITY OF FORT BRAGG

### Request for Proposals for Sea Level Rise, Tsunami Hazards, and Erosion Resilience Strategy for Noyo Harbor



Dated: April 23, 2024

# INTRODUCTION

## Purpose

The City of Fort Bragg (City) requests proposals from qualified consultants for a site-specific analysis of the scenarios and impacts of sea level rise, tsunami hazards, and erosion due to increased wave action within Noyo Harbor. Noyo Harbor is located 130 nautical miles northwest of San Francisco and 145 nautical miles south by southwest of Crescent City, nestled between the mouth of Noyo River and the redwood forests. The map below situates Noyo Harbor within Mendocino County.



Map of Mendocino Coastal Zone Boundary provided by the California Coastal Commission.

This work and the final deliverable will be developed in coordination with the Noyo Harbor Blue Economy Visioning, Resiliency, and Implementation Planning Team, as well as with the County of Mendocino.

**NOTE: Mendocino County is also seeking professional services for a Sea Level Rise (SLR) Resilience Strategy for a Local Coastal Program (LCP) update. The County scope of work considers the entire length of Mendocino’s coast, including the City of Fort Bragg coastline. Consultants are encouraged to respond to both the City of Fort Bragg, and the County of Mendocino’s request for proposals to assess sea level rise with the goal of not duplicating efforts and ensuring data sets seamlessly work together.**

Proposals shall be submitted by **May 24, 2024**, by firms that have demonstrable background in services described in the scope of work below. A panel with representatives from City of Fort Bragg, Mendocino County, Noyo Harbor District, and California Sea Grant will review and rank proposals.

### About the Noyo Harbor Blue Economy Visioning, Resiliency & Implementation Plan

The City of Fort Bragg received an \$898,900 grant award from the California Coastal Commission to support a regional strategy focused on addressing climate change through blue economy initiatives. Funds will be utilized to develop the Noyo Harbor Blue Economy Visioning, Resiliency, and Implementation Plan (BEVRI Plan), which will include comprehensive baseline information about the existing environmental, physical, and economic conditions of the harbor, 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 (including water quality analysis).

The BEVRI Planning process centers around inclusive community outreach and engagement that is dedicated to two-way information exchange. Findings from the BEVRI Plan will inform updates to the City of Fort Bragg and Mendocino County’s Local Coastal Programs (LCP). To learn more about this important planning effort, please visit the project website at: [www.NoyoOceanCollective.org](http://www.NoyoOceanCollective.org). The LCP Grant Agreement (LCP 22-07) between the City and the Coastal Commission is attached as an appendix and hereby incorporated by reference.

### SCOPE OF WORK *(developed in coordination with Mendocino County)*

#### **Task 1: Existing Conditions Analysis and Inventory Memorandum**

The goal of Task 1 is to inventory existing infrastructure, habitat, and other values potentially at risk in order to establish the “baseline condition” of Noyo Harbor in its current state. The consultant will prepare a baseline conditions analysis, where the consultant will review,

summarize, and synthesize existing resources to develop an understanding of the existing conditions within Noyo Harbor. Resources shall include, but not be limited to, the Mendocino Multi-Jurisdictional Hazard Mitigation Plan and Geographic Information Systems (GIS) mapping data for the project area, including topography, existing infrastructure, key wildlife and habitat areas, tribal cultural resources, and historical information, including photographs, of the Noyo Harbor over time.

From the existing conditions analysis, the consultant will develop a Technical Memorandum to be shared with stakeholders and the public, who will then have an opportunity to provide feedback and input before the memorandum is finalized.

#### Task 1 Deliverables

- Draft Existing Conditions Analysis and Technical Memorandum
- Final Existing Conditions Analysis and Technical Memorandum

#### **Task 2: Stakeholder Outreach and Public Engagement**

The Noyo Harbor planning effort centers on community engagement. The first step of the Noyo Harbor planning effort was to draft a Community Engagement Plan (CEP), circulated for public review and comment, before the final version was presented to City Council at a public meeting. A project website has been developed ([www.NoyoOceanCollective.org](http://www.NoyoOceanCollective.org)), social media accounts created ([Facebook](#) and [Instagram](#)), and community outreach volunteer team established.

The Consultant will produce outreach materials; provide a training to the volunteer outreach team on how to approach subject in a peer to peer setting; present to the public in a workshop format; and present final report at a public meeting before the Fort Bragg City Council and Noyo Harbor District. Outreach approach and materials shall support CEP strategies, which will be woven into the existing CEP structure. Proposals shall identify specific community outreach and volunteer training approaches and suggested activities and collateral. Consultant shall provide at least one demonstrated example of outreach experience that reflects experience with communicating technical information in a relatable and accessible way for various segments of the community. Proposals should also demonstrate a knowledge of Noyo Harbor and Mendocino region stakeholders and propose various outreach tools for engaging these audiences, which may include, but not be limited to:

- Tactile Tools
- Maps
- Models
- E-Newsletter
- Short Survey
- Community stories and photographs
- Social Media Posts

#### Task 2 Deliverables

- Written Outreach Materials

- Tactile Tools
- (1) Volunteer Outreach Team Training Agenda
- (1) Public Workshop Agenda
- (1) Presentation to City Council and Noyo Harbor Commission

### **Task 3: Sea Level Rise, Tsunami Hazards, and Erosion Risk Assessment**

The Consultant will analyze the potential impacts of various sea level rise scenarios (including intermediate, intermediate-high, and high scenarios) on four time scales (2050, 2080, 2100, and 2150), and follow best practices. Consultant shall identify potential exposure impacts to Noyo Harbor including increased coastal flood extent, depth, and frequency; groundwater rise and seawater intrusion; coastal and shoreline erosion (including cliff and bluff erosion), and extreme coastal storms; as well as identify areas of additional analysis based on our local context and where existing tools are insufficient. Additionally, Consultant shall use and reference California sea-level rise policy guidance, including the Coastal Commission’s Sea Level Rise Policy Guidance and Critical Infrastructure Guidance, as well as the Coastal Commission’s Summary for conducting vulnerability assessments. While still in draft form, it is also anticipated that the updated California Sea Level Rise Technical Report and Guidance may be finalized during this contract period and should also be considered in developing the risk assessment.

Consultants shall identify and use the most relevant publicly available data and tools for the analysis. These may include sea level rise and flooding and erosion impact assessment data, maps, and tools from the National Oceanic and Atmospheric Administration (NOAA), NASA, and the United States Geological Survey. Consultants shall also identify best available data on wave extremes, tsunami risks, and cliff erosion to evaluate extreme coastal hazard risks and how they plan to use these in the risk assessment. It is expected that the (USGS) Coastal Storm Modeling System (CoSMoS) may release CoSMoS storm modeling results for the Mendocino area (north of Arena Cove) at the end of 2024, so Consultants should consider this in their proposal timeline.

Following the completion of the coastal hazard exposure analysis using existing modeling tools and framework, a vulnerability assessment shall be conducted. The vulnerability assessment shall evaluate and rank sensitivity and adaptive capacity of infrastructure (residential and commercial development, utilities, transportation, roads, and recreational areas and assets), ecosystems and habitat, social vulnerability, and other items of interest. Consultant shall describe and provide insight into their proposed vulnerability assessment methodology including how they will create a preliminary prioritization of assets at risk and the relative importance of mitigating impacts for each asset. Consultant shall also identify areas where additional funds and/or coastal monitoring could help with understanding current and future hazards.

The resulting vulnerability assessment will be shared with stakeholders and the public, who will then have an opportunity to provide feedback and input before it is finalized.

#### Task 3 Deliverables

- Draft SLR, Tsunami Hazards, and Erosion Analysis Risk Assessment

- Final SLR, Tsunami Hazards, and Erosion Analysis Risk Assessment

#### **Task 4: Resilience Strategy**

The primary goal of Task 4 is to generate proposed mitigation and adaptation project concepts for inclusion in the Noyo Harbor Blue Economy Visioning, Resiliency, and Implementation (BEVRI) Plan. Resiliency strategies shall be based on the vulnerability assessment report developed by Consultant and input received by the public and BEVRI Planning Team, with a focus on nature based solutions and benefits to community resiliency. The vulnerability assessment report will be brought to the community early in the planning process, along with some initial resilience strategies, to make for more productive and solution-oriented community engagement. Consultant shall describe in their proposal an approach to conceptualizing potential mitigation and adaptation strategies addressing increasing risks over time, (e.g., sea-level rise adaptation pathways).

#### Task 4 Deliverables

- Draft SLR, Tsunami Hazards, and Erosion Resilience Strategy
- Final SLR, Tsunami Hazards, and Erosion Resilience Strategy

#### **Task 5 Policy Development**

The existing conditions assessment, risk assessment and resiliency strategies related to SLR, tsunami hazards and erosion are an integral part of the BEVRI Plan and LCP update. Based on the reports and input produced from Tasks 3 and 4, the Consultant shall develop and prepare draft policy recommendations. City Staff will utilize policy recommendations as part of LCP updates tied to the overall grants awarded to the City of Fort Bragg and Mendocino County by the Coastal Commission.

#### Task 5 Deliverables

- Draft Administrative SLR, Tsunami Hazards, and Erosion Policy Document
- Final Administrative Draft SLR, Tsunami Hazards, and Erosion Policy Document

## PROPOSAL SUBMITTAL REQUIREMENTS

1. Proposers should send a complete digital proposal, collated into one PDF document, two (2) printed copies of the complete proposal, and a cost bid so that it is received by the City no later than **3:00 p.m. on May 24, 2024**, to:  
City of Fort Bragg  
Attention: Diana Sanchez, City Clerk  
416 N. Franklin Street  
Fort Bragg, CA 95437

[dsanchez@fortbragg.com](mailto:dsanchez@fortbragg.com)

2. Format: The printed proposal should be 8 ½ x 11 inches, printed two-sided on recycled and recyclable paper with removable bindings, bound in a single document, and organized in sections following the order specified under Contents.

Contents: The proposal shall contain the following information:

A. Firm Description

Provide a description of your firm and list relevant information about capabilities, size, rate of services, and length of time in existence.

B. Relevant Experience

Experience with the coastal act is useful. The detail of relevant project experience should highlight projects on which the proposed team members have worked. Please only list projects that were completed by the proposed team members in your proposal, and include a list of the team members that worked on the project, and their role in the project.

C. Key Personnel Qualifications

Identify key personnel who would work on the project as assigned, their respective roles, and a synopsis of relevant experience.

D. References

List of at least three (3) public agencies or clients for whom similar work has been performed *by project team members*, with the name, title, and phone number of a contact person. The City may request a copy of a similar report prepared previously by the firm for another agency.

E. Project Understanding, Approach, and Scope of Work

Please provide an overview of your project understanding and approach. Include detailed scope of work including all tasks associated with the project, including how you propose to complete each task. Feel free to elaborate and provide additional tasks you think might be necessary, however list each of them as optional tasks and include them in the overall budget as separate line items.

F. Budget and Schedule of Charges

Provide a "Not to Exceed" project budget that details hours and personnel by task. Include also all travel reimbursement and other costs by task. For components for which it is difficult to define the scope of work (such as consultation with resource agencies and response to comments), please provide an hourly rate only.

G. Work Schedule

Provide a time schedule for completion of work, including how the Noyo Harbor site-specific study will fit into Mendocino County SLR project.

H. Insurance

The individual or firm receiving the contract shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subcontracts as set forth in Section 5.0 of Attachment 1 which is attached hereto and incorporated by reference herein. The cost of such insurance shall be included in the consultant’s proposal.

I. Consultant Agreement

The City’s Standard Professional Agreement is included as Attachment 1. Please identify if your firm would have any issues with the provisions of the City’s standard consulting services agreement. All requests for amendments to language in the agreement must be included in the proposal.

## EVALUATION CRITERIA

All firms and individuals responding to this RFQ will be evaluated on the basis of their expertise, prior experience on similar projects, demonstrated competence, ability to meet the requested services, adequate staffing, reference check, understanding of services, cost, and responsiveness to the needs and concerns of the City of Fort Bragg.

The above selection criteria are provided to assist proposers and are not meant to limit other considerations that may become apparent during the selection process. Proposals shall be reviewed by a committee that includes representatives from the City of Fort Bragg, Mendocino County, Noyo Harbor District and California Sea Grant.

### Other Considerations

The City of Fort Bragg reserves the right to reject any and all proposals. This Request for Qualifications does not commit the City to award contract, pay any costs incurred in the preparation of proposals, or to procure or contract for supplies or services.

The City of Fort Bragg reserves the right to negotiate with any qualified respondents or to cancel, in part or in its entirety, this Request for Qualifications, if it is in the best interest of the City to do so. The City may require the selected consultant(s) to participate in negotiations and submit such price, technical, or other revisions of the proposal that may result from negotiations.

## RFQ SCHEDULE

The anticipated schedule is as follows:

RFQ Issued	Wednesday, April 24, 2024
Deadline for Written Questions	Friday, May 3, 2024
Responses to Questions Available Online	Monday, May 13, 2024
Proposals Due	Friday, May 24, 2024
Interviews and Reference Checks	Week of May 27 to May 31, 2024



## QUESTIONS

To ensure fair and equal access to information about this RFQ, questions should be submitted in writing and directed to:

Sarah McCormick  
City of Fort Bragg  
416 N Franklin Street  
Fort Bragg, CA 9547  
Email: [smccormick@fortbragg.com](mailto:smccormick@fortbragg.com)

The deadline for submitting written questions is the end of business on Friday, March 22, 2024. No verbal questions will be accepted. A summary of submitted questions and answers pertaining to this RFP will be posted the City's website the following Friday, March 29, 2024 at:

<https://www.city.fortbragg.com/government/requests-for-proposals-bids>

## ATTACHMENTS

Mendocino County Sea Level Rise RFP

Grant Agreement Number LCP 22-07

Standard Professional Service Agreement