



## STAFF REPORT

**TO:** Board of Commissioners  
**FROM:** Chris Munson, Facilities Manager  
**DATE:** November 15, 2022  
**SUBJECT:** Dock Replacement Request for Proposals (RFP)

### Recommendation / Proposed Motion

- **Recommendation:** Receive results of Request for Proposals
- **Recommendation:** Confirm Swift Slip Dock & Pier Builders as the selected contractor
- **Motion:** Authorize Harbor Director, or designee, to execute a contract with Swift Slip Dock & Pier Builders in an amount up to \$350,000 for the Trailer Boat Dock Replacement.

### Policy Implications

- None

### District Major Objective/Goal

Objective #2 - Maintain and enhance a boater friendly atmosphere at PSL for both commercial and recreational boaters.

### Fiscal Implications / Budget Status

The FY 2022/2023 budget includes \$487,000 for the Trailer Boat Dock Replacement.

### Alternatives Considered

- None at this time

### Background

The existing dock is in poor condition. It is difficult to maintain because the main section is too massive to dry dock for repairs. The wood surface is worn, and some of the floats appear to be compromised since it now lists to one side.

The design of the existing dock is not ideal for its current use. It was originally intended for motorized boats only, but it has become very popular with non-motorized users such as kayaks and stand-up paddleboards in recent years. The different uses compete for dock space and the use of the single gangway.

In 2017, District staff applied for a grant from the Division of Boating and Waterways (DBW) to replace and modify the aging structure. In August 2020, DBW awarded the Harbor District \$442,358 for the dock's replacement and executed the grant agreement in March 2021.

Key modifications to the dock include:

- Adding a 2<sup>nd</sup> gangway to separate uses (both will be 5' wide)
- Extending the main dock to allow more boats and the 2<sup>nd</sup> gangway
- Modifying the dock angle to improve the approach for non-motorized users
- Adding a low-freeboard extension to make boarding of kayaks and SUPs easier and to provide further separation from motorized use.
- The main dock can separate into smaller units so that it can be more easily maintained and to allow for better dredging

To identify a dock builder, the Harbor District released the Port San Luis Dock Replacement RFP. An RFP was selected over an Invitation to Bid (ITB) due to the complexity and variables of the project. While an ITB is generally awarded based on the lowest bid, an RFP is awarded based on additional considerations. The proposals are ranked by a weighted grading criteria to better evaluate qualified candidates. More than one District representative ranks the proposals to minimize the chance of any potential grading bias. Each consideration is ranked on a scale of 1-10 and multiplied by the weighted factor. The points are calculated, and the proposal with the highest amount will earn the contract, provided no overriding considerations.

The grading sheet below shows the weighted selection criteria for this RFP:

**Table 1: Sample Grading Sheet**

Consideration	Rating (1-10)	Significance Multiplier	TOTAL
Design/Quality/Durability		12	
Cost		6	
Experience		4	
Ease of Repair/Maintenance		3	
Availability/Schedule		3	
Use of District Equipment / Personnel		2	

The RFP was released on October 4th, 2022, and closed on November 1, 2022. The RFP release was successful with thirty-two (32) plan holders and four (4) proposals received. Two (2) proposals were rejected since they were received after the deadline. The cost range of the two (2) eligible proposals was \$230,950 - \$338,750. The proposals were ranked and graded by three (3) District staff members. The panel unanimously scored the proposal submitted by Swift Slip Dock & Pier Builders the highest.

## **Discussion**

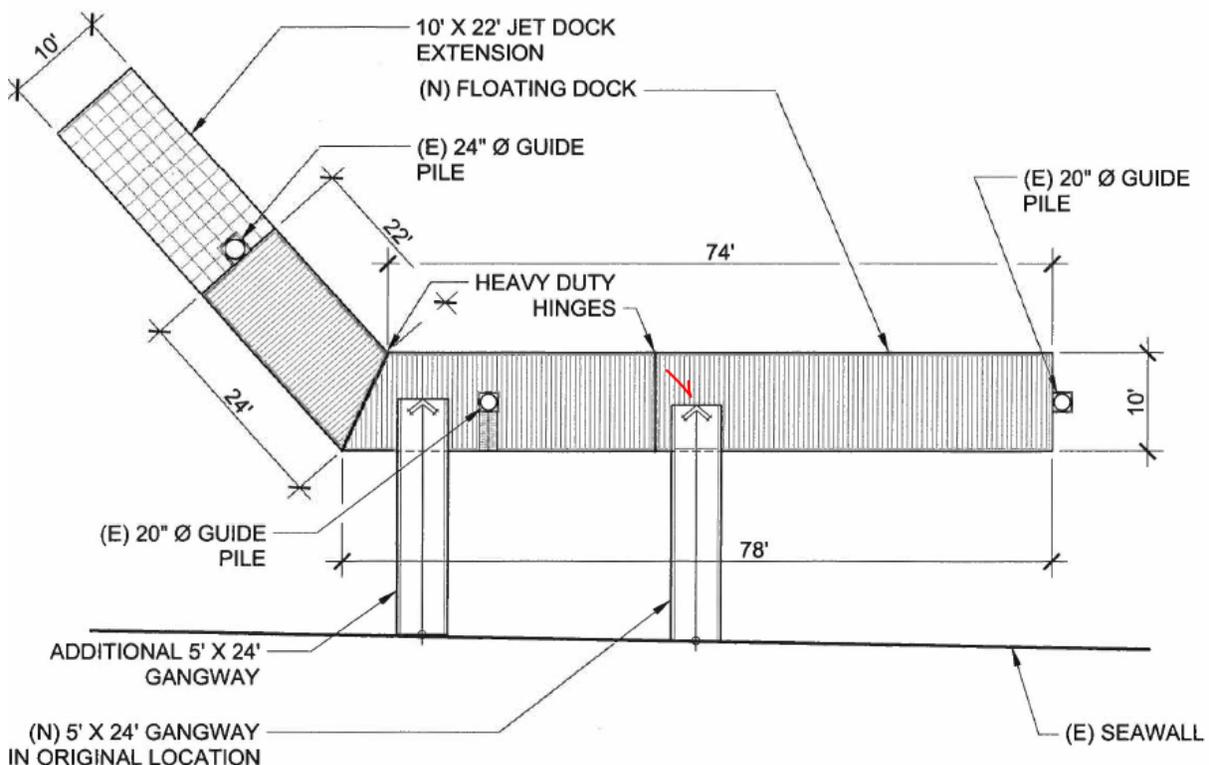
The proposal from Swift Slip Dock & Pier Builders was the lowest cost options. They have over 40 years of dock building experience and have installed docks in areas with similar rough winter conditions.

The proposal met the design criteria requirements of the RFP. District staff will work with the dock builder to fine-tune the dock's design and features. After the Board awards a contractor, staff will confirm with DBW that the design and materials meet the grant requirements and make changes if necessary.

This item was discussed at the November 10<sup>th</sup> Property Committee. The Committee was supportive of awarding the identified contractor but would like to explore some changes to the design. Some of the Commissioner's and public's concerns were the unsustainability of the Brazilian hardwood decking, the modular dock material used for the extension, the pedestrian transition between the wood deck and extension, and the exact location of the 2<sup>nd</sup> gangway. If awarded, staff will discuss different options available with the dock builder and make appropriate modifications.

The proposal as submitted includes \$230,950 for total project costs. Staff recommends the Board authorize up to \$350,000 to allow for modifications, change orders, and improvements. Authorizing additional funds will not increase the budget of \$487,000.

**Figure 1: Swift Slip Dock & Pier Builder's Design**



## **Conclusion**

Staff recommends approving Swift Slip Dock & Pier Builders as the selected contractor and authorizing the Harbor Director, or designee, to execute a contract up to \$350,000 for the Trailer Boat Dock Replacement. The contractor's proposal was ranked highest unanimously by the grading panel and identified as the preferred selection by the Property Committee. Due diligence performed by Harbor District staff will include confirming the contractor has:

- the ability to comply with legal and regulatory requirements;
- the ability to complete the project according to schedule;
- meets Division of Boating and Waterways grant requirements;
- that the material provided meets the required specifications; and
- the otherwise necessary qualifications to receive the award, including insurance and confirmation of active registration as a public works contractor.

Attachment(s): 1. Swift Slip Dock & Pier Builders Proposal  
2. Sol Construction / Shorey Architecture Proposal