Resilient San Carlos Schoolyards Project

Pre-Proposal Workshop

January 12, 2021

City/County Association of Governments of San Mateo County

Workshop Overview

- Brief background on the Request for Proposals and Qualifications
- Summarize key submittal requirements, procedures and timeline
- Scope of Work
- Selection Criteria and Process
- Open discussion and Q & A

Note - Workshop will be recorded and posted online and/or responses to questions will be posted at –

https://ccag.ca.gov/opportunities/rfpsrfqs/

Background

- RFP/Q:
  - Requesting proposals/qualifications for the specified scope and;
  - Qualifications for potential future schoolyard greening efforts in San Mateo County
- Overall project goals:
  - Develop schoolyard greening concept plans for schools in San Carlos School District
  - Engage school stakeholders in a participatory process to support concepts and future efforts
  - Advance partnerships with school stakeholders

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Working with Schools

- Curriculum/ Education
- Site Improvements
- Safe Routes to School
- Regional Stormwater Capture

Working with Schools

Curriculum/Education

- SMCOE – Schools For a Sustainable Future Conference
- San Mateo Environmental Literacy Collaborative – Sustainable Watersheds Teacher Fellowship
- SMCWPPP teacher toolkit and presentations

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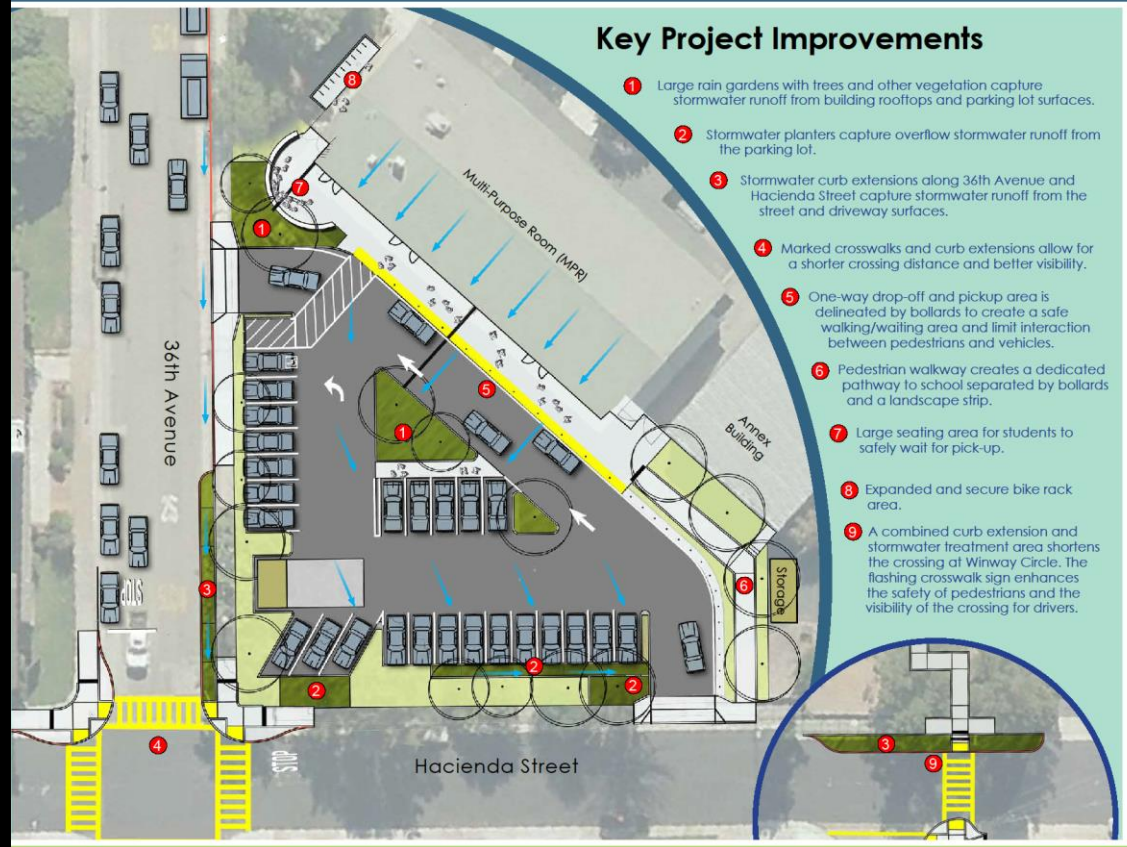
Working with Schools

Site Improvements

- Tierra Linda Middle School – San Carlos
- Rain barrel and rain garden 2020
- Laurel Elementary
- Green Infrastructure Design Guide: www.flowstobay.org/gidg

Laurel Elementary School

A Sustainable Stormwater and Safe Routes to School Demonstration Project



Key Project Improvements

1. Large rain gardens with trees and other vegetation capture stormwater runoff from building rooftops and parking lot surfaces.
2. Stormwater planters capture overflow stormwater runoff from the parking lot.
3. Stormwater curb extensions along 36th Avenue and Hacienda Street capture stormwater runoff from the street and driveway surfaces.
4. Marked crosswalks and curb extensions allow for a shorter crossing distance and better visibility.
5. One-way drop-off and pickup area is delineated by bollards to create a safe walking/waiting area and limit interaction between pedestrians and vehicles.
6. Pedestrian walkway creates a dedicated pathway to school separated by bollards and a landscape strip.
7. Large seating area for students to safely wait for pick-up.
8. Expanded and secure bike rack area.
9. A combined curb extension and stormwater treatment area shortens the crossing at Winway Circle. The flashing crosswalk sign enhances the safety of pedestrians and the visibility of the crossing for drivers.

When It Rains

Pollutants that accumulate on streets and parking lots, including oil, vehicle fluids, and trash, get washed into our storm drain system and flow directly to Laurel Creek and then San Francisco Bay. These pollutants are harmful to plants and animals living in our creeks and the Bay. The green landscaped areas you see in the parking lot and along the street help treat stormwater by capturing and filtering runoff through the soil and plants. The specially designed soils in the landscape allow stormwater to soak into the ground, removing pollutants and replenishing our underground water supply.

Walking and Biking to School

Improving safety while walking and bicycling is a central mission of the Safe Routes to School Program. The new walkways, seating areas, drop-off and pick-up zone, and street crossing improvements provide a safer environment for parents, teachers, and students at Laurel Elementary School. Walking or biking is a healthy way to get to school, reduces traffic congestion, and helps the environment by reducing pollution from vehicles. The common goal of the Safe Routes to School Program is to bring families, neighbors, school officials, and community leaders together. Every child and community deserves a safe trip to and from school.

How Can You Help?

The new rain gardens, pathways, and parking lot improvements at Laurel Elementary have a specific function to clean stormwater runoff and provide a safe and inviting environment for students and the neighborhood. Do your part by walking or biking to school, being present and aware of pedestrians, cyclists, and motorists, and keeping the campus area clean.

This project was completed in 2015 and funded by the City/County Association of Governments of San Mateo County in partnership with the San Mateo-Foster City School District and the City of San Mateo. To learn more about Sustainable Stormwater and Safe Routes to School, visit **www.ccag.ca.gov**.

GI Design Guide

GI Design Guide

GI Design Guide

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Working with Schools

Safe Routes to Schools/Green Infrastructure

- 10 Pilot Projects across the county & early demonstration project at Laurel Elementary

Laurel Elementary – San Mateo

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Working with Schools

Regional Multi-Benefit Stormwater Capture Projects

- Potential to site at schools
- Potential to leverage bond funds and develop partnerships with municipalities

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Background

- C/CAG was awarded a California Resilience Challenge Grant administered by the Bay Area Council to develop resilient schoolyard greening concept plans for schools in San Carlos
- Focus on water resilience in the face of climate change, addressing water quality/volume, heat impacts, lack of tree canopy/shading and stormwater as a resource
- Build local resilience and a shared vision for adaptation and resilience to climate threats through diverse and replicable projects across the state

Submittal Requirements

- **Submittals are due January 25, 2021 by 1:00 PM PST via C/CAG's RFP/RFQ website only:**
  - www.ccag.ca.gov/opportunities/rfpsrfqs/
- Questions submitted via email to rbogert@smcgov.org by noon on January 15, 2021 will be responded to on the RFP/RFQ website
- A recording of this webinar will also be posted after today's meeting

Submittal Format

1. Transmittal letter
2. Table of Contents
3. Exceptions to the solicitation
4. Executive Summary (1 page single-sided)
5. Technical Proposal (5 pages single-sided)
6. Supplementary Documents, as requested (10 pages)

Submittal Format

Work Plan:

- Vision/approach
- Technical proposal
- Schedule (*grant deadline Dec 2022)
- Cost proposal – time and materials with hourly rates by task

Submittal Format

Supplemental documents continued:

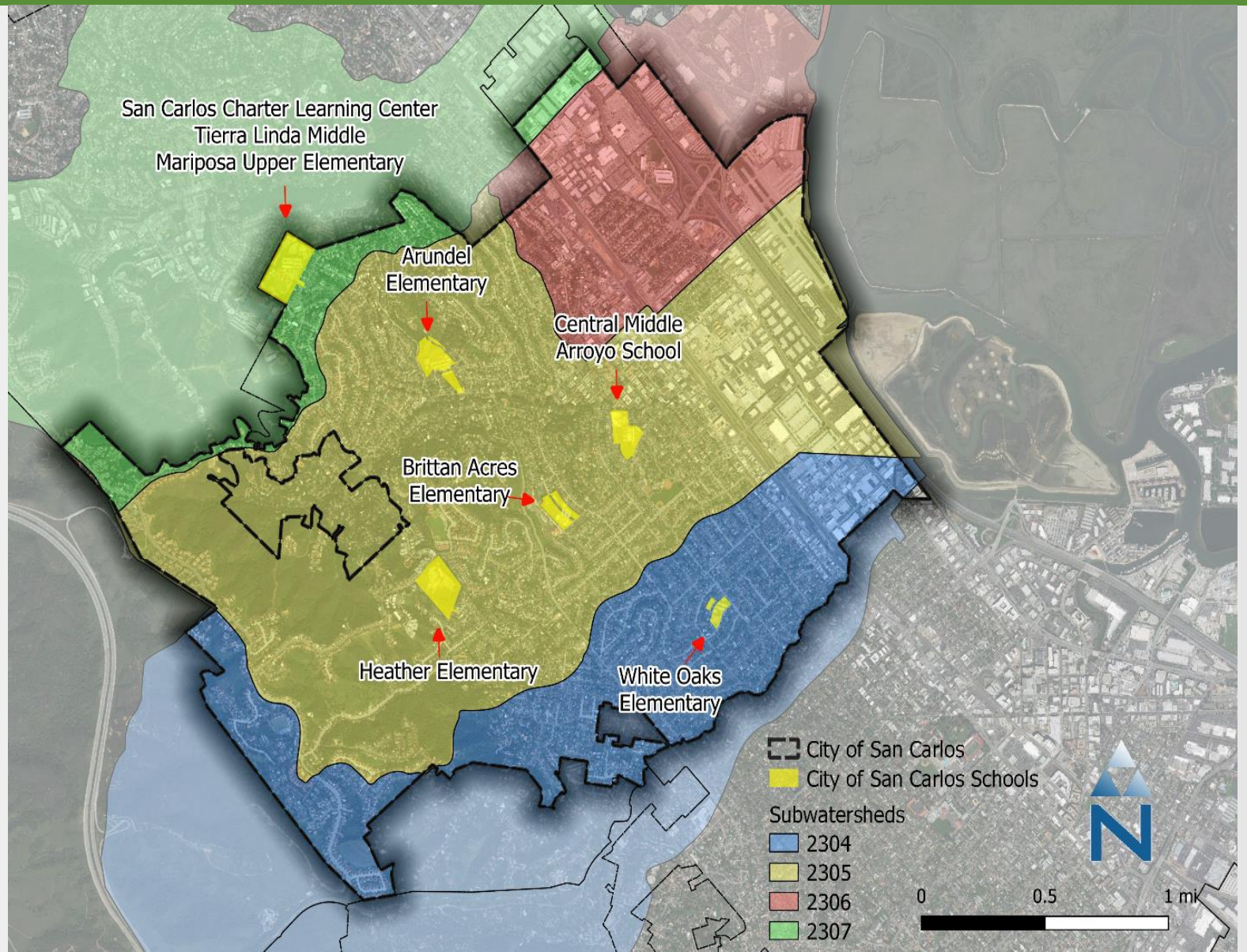
- Experience
  - Schoolyard greening planning + design
  - Community collaboration
  - Familiarity with local jurisdictions, stormwater management, SMCOE environmental literacy programs, school/ districts planning processes
- Work samples – Three to five examples
- References – Three references

Evaluation Criteria

Criteria	Points
Overall approach and understanding of the work to be done: • Clarity of understanding of the scope of services to be provided • Completeness in responding to all major tasks and subtasks • Appropriateness and cohesiveness of the proposed solution and approach • Collaborative planning process to engage the multiple stakeholders in this process. • Development of curriculum integration and linkages between the concept design work and stakeholders	10
Experience with similar kinds of work: • Demonstrated experience with projects related to all major tasks and subtasks, especially developing conceptual designs for green stormwater infrastructure at schools or similar sites; developing school site climate adaptation or related schoolyard greening plans; and developing and executing public engagement processes, especially experience engaging various school stakeholders (e.g., administrators, teachers, students, School District staff, facilities/maintenance staff, PTAs, green garden groups, etc.) • Experience with schoolyard greening projects is highly desired	10
Cost effectiveness of proposal and project timeline: • Proposal includes a clear and feasible cost proposal with proposed costs and hourly rates and expected staffing time by task and subtask; should include anticipated expenses • Proposal includes a well-defined and organized project timeline, including project management and staffing plan • Proposal includes a cost-effective approach to achieving the scope of work and maximizing resources to advance schoolyard greening concept planning in San Carlos	6
Staff qualifications: • Qualifications and experience of both the proposed team and key personnel • Experience working with public agencies and schools/school districts • Experience working on similar projects or projects with similar scopes	6
Developing innovative techniques: • Demonstrated innovations in schoolyard greening concept planning • Proposal and workplan include novel or advanced techniques for project deliverables and project management • Opportunities for student voice to be included in the planning process	6
Familiarity with local school planning processes: • Demonstrated experience with or knowledge of San Mateo County schools/districts and campus planning processes • Demonstrated experience with or knowledge of San Mateo County Office of Education Environmental Literacy Program and climate adaptation planning efforts	4
References and work samples • Three current references and three to five work samples that demonstrate ability to be successful with all major tasks and subtasks of the project	3
Total	**45**

- Selection panel of staff from C/CAG, SCSD and schools (TBD)

Scope of Work



Scope of Work

Tierra Linda/Mariposa/San Carlos Learning Center

Scope of Work

Main Tasks

1. Project Initiation
2. Stakeholder Engagement
    - Develop Stakeholder Engagement Strategy
    - Stakeholder Engagement Meetings (*COVID restrictions)
3. Site Visits
4. Schoolyard Greening Concept Plans
5. Resilient San Carlos Schoolyard Greening Project Report

Scope of Work

Schoolyard Greening Concept Plans:

- Multiple climate adaptation risks at schools
- Explore a range of green stormwater elements
- Demonstrate collaborative process
- Demonstrate innovation in planning and design options
- Include opportunities for outdoor learning opportunities

Scope of Work

Resilient San Carlos Schoolyards Project Report:

- Include all concept plans
- Provide summary of engagement process
- Explore options for curriculum connections
- Opportunities for outdoor learning
- Discuss future funding strategies
- Include recommended next steps for planning, design and implementation

Tentative Schedule

- Issue RFP/Q - January 4
- Pre-Proposal Webinar - January 12
- Questions by email – January 15
- Response to RFP/Q - January 25
- Selection panel review - Week of January 25
- Interviews, as needed - Weeks of Feb 1/Feb 8
- Fee/scope negotiations - Weeks of Feb 8/Feb 15
- C/CAG Board - March 11
- Notice to Proceed - March 12

Q & A

- Procedural?
- Project specific questions?
- Countywide stormwater program efforts?
- Other?