



CITY OF

NEWPORT BEACH

City Council Staff Report

July 28, 2026
Agenda Item No. 19

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Professional Services Agreement with EPD Solutions, Inc. for Preparation of a Subsequent EIR Related to the Possible Relocation of the Police Headquarters to the Civic Center Campus and Amendment No. One to the PSA with LSA Associates, Inc. for On-Call Professional and Technical Environmental Services

ABSTRACT:

The Police Headquarters Advisory Committee is evaluating multiple potential locations for the future Newport Beach Police Department headquarters, including the Civic Center campus. Due to the complexity of the site, additional analysis is needed to determine whether it is a viable option. Following direction provided by the City Council at its March 10, 2026, study session, City of Newport Beach (City) staff engaged LSA Associates under an existing on-call agreement to conduct initial biological resources analyses at the Civic Center campus in connection with the potential relocation of the Police Department headquarters. This work was initiated promptly because the required biological surveys are seasonal and time sensitive. Concurrently, in May 2026, City staff issued Request for Proposals No. 26-52, seeking qualified firms to prepare a related supplemental or subsequent environmental impact report (SEIR). The City received nine proposals, which were evaluated based on the qualifications of the firms and key personnel, proposed approach and methodology, and cost.

For the City Council's consideration is (1) a request to authorize an amendment to the current on-call agreement with LSA Associates, Inc., increasing the total not-to-exceed budget from \$75,000 to \$150,000, allowing for completion of the biological resource analyses and other unrelated work, as identified by the Community Development Department; and (2) a new professional services agreement with EPD Solutions, Inc., the top ranked firm, for preparation of the SEIR in an amount not-to-exceed \$346,330.

RECOMMENDATIONS:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly;
- b) Approve Amendment No. One to the Professional Services Agreement with LSA Associates, Inc. for On-Call Professional and Technical Environmental Services for a

total amount not-to-exceed \$150,000 and authorize the Mayor and the City Clerk to execute the agreement; and

- c) Approve a Professional Services Agreement with Environmental Planning Development Solutions, Inc. for Environmental Impact Report Services Related to the Newport Beach Police Headquarters Relocation for a total amount not-to-exceed \$346,330 and authorize the Mayor and the City Clerk to execute the agreement.

DISCUSSION:

On March 10, 2026, the City Council held a study session to discuss the research of the now-dissolved Police Headquarters Assessment Committee, including the four potential locations for a new Newport Beach Police Department headquarters facility, and feasibility and costs associated with each location. Of the locations identified, the City Council directed staff to further evaluate the Civic Center campus to better understand its feasibility, while maintaining the other locations for future consideration.

Based on this direction, City staff engaged LSA Associates, Inc. (LSA) under a pre-existing on-call professional services agreement (PSA) to begin conducting preliminary biological resources studies, including the following tasks:

- Preparing a biological resources constraints report;
- Conducting a jurisdictional delineation to map areas of jurisdiction within the biological study area;
- Conducting a focused special-status plant survey;
- Conducting a focused Crotch's Bumble Bee survey; and
- Conducting a focused Coastal California Gnatcatcher survey.

The three surveys were considered time-sensitive due to their seasonal nature since they must be conducted during the spring.

Although this work was initiated, it was anticipated that additional funding of \$60,500 would be required to complete the tasks. As such, Amendment No. One proposes to increase the total budgeted amount from \$75,000 to a new not-to-exceed amount of \$150,000. The increased amount will allow LSA to complete the work listed above and will provide additional funding to allow for other unrelated work needs that may be identified in the future by the Community Development Department. There are no other changes proposed to the executed PSA's terms. This Amendment is included as Attachment A.

Concurrent to this work, City staff prepared an RFP for the preparation of a supplemental or subsequent environmental impact report (SEIR) to the 2009 City Hall and Park Environmental Impact Report.

Request for Proposals (RFP) and Evaluation

The City published RFP No. 26-52 on May 14, 2026, with a due date of June 11, 2026.

Staff received nine proposals, which were reviewed and evaluated by a panel of three staff members based on qualifications of the firm, qualifications of key personnel, and approach and methodology. Seven firms were qualified to move into the cost file analysis stage. The list of these firms and their related ranks is detailed in Table 1 below.

Table 1, Proposers and Overall Ranking

Proposer	Aggregate Score (Out of 3,000)	Overall Rank
EPD Solutions	2,630.00	1
LSA Associates	2,599.90	2
Michael Baker International	2,594.11	3
PlaceWorks	2,460.89	4
Impact Sciences	2,364.92	5
Environmental Science Associates	2,290.81	6
UltraSystems Environmental	2,167.41	7

EPD Solutions, Inc. (EPD) has exceptional experience working both on private and public projects. Based on the quality, clarity and scoring of EPD's proposal, City staff proposes executing a new PSA for the preparation of the SEIR (Attachment B). Execution of the PSA and commencement of the work does not commit the City to complete the SEIR, rather it will at least allow the preparation of the Initial Study (IS). The IS will identify any potential impacts that are of concern and would better inform the City on feasibility of the Civic Center campus as a site option for the relocation.

FISCAL IMPACT:

The adopted Capital Improvement Program (CIP) budget includes sufficient funding for this Amendment with LSA to complete the preliminary biological resources studies and

new PSA with EPD. Professional services related to the potential relocation of the NBPD headquarters will be expensed to the Police Station project account in the CIP budget, 52101-980000-27F14, which is comprised of funding from the Facilities Financial Plan (FFP).

Any future unrelated work that may be authorized under the Amendment with LSA by the Community Development Department will be expensed to the Planning Professional Services Account, 01050501-811008.

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENTS:

Attachment A – Amendment No. One to Professional Services Agreement with LSA
Attachment B – Professional Services Agreement with EPD Solutions, Inc.