



NEWPORT BEACH

City Council Staff Report

March 24, 2026
Agenda Item No. 7

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Amendment No. One to Professional Services Agreement with
COAR Design Group and Approval of Professional Services
Agreement with Geocon West, Inc.

ABSTRACT:

On January 10, 2023, the City Council approved a professional services agreement (PSA) with COAR Design Group (COAR) for design of the replacement buildings for Fire Station No. 1 and the Balboa Branch Library. COAR completed the design, and the City Council approved the project's construction contract earlier this year. Staff requests City Council approval to amend COAR's agreement to provide construction support services and to approve a professional services agreement with Geocon West, Inc. for geotechnical inspection services for the project.

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 Professional Services Agreement with COAR Design Group for Balboa Branch Library and Fire Station No. 1 Design for construction support services for \$290,000 for a total not-to-exceed amount of \$987,248, and authorize the Mayor and City Clerk to execute the amendment; and
- c) Approve a Professional Services Agreement with Geocon West, Inc. for Balboa Branch Library and Fire Station No. 1 Geotechnical Services for geotechnical inspection services for a total not-to-exceed amount of \$139,000 and authorize the Mayor and City Clerk to execute the agreement.

DISCUSSION:

On January 10, 2023, the City of Newport Beach entered into a PSA with COAR Design Group for architecture services on the Fire Station No. 1 and Balboa Branch Library replacement project. COAR completed the design, the project was advertised, and the construction contract was awarded by the City Council on February 24, 2026.

The scope of work covered by the proposed amendment to provide construction support services includes reviewing project submittals, preparing and answering requests for information, reviewing change order requests, attending project meetings, reviewing progress on-site, reviewing as-built plans, confirming contractor payment requests, and performing building commissioning services. The PSA amendment for COAR also extends the timeline an additional two and a half years, expiring on December 31, 2028.

The project also requires geotechnical inspection services. Geocon West, Inc. provides geotechnical consulting services, compaction and materials inspection and testing, geotechnical observations, special inspections, laboratory testing, and final geotechnical report approval.

Geocon West, Inc. was a subcontractor to COAR during the design phase of the project to provide geotechnical recommendations and is very familiar with the project. Geocon West, Inc. has worked on many City projects and was recently selected to be one of the City's on-call geotechnical consultants.

FISCAL IMPACT:

The adopted Capital Improvement Program budget includes sufficient funding for the approval of the proposed amendment and new PSA. It will be expensed to the Fire Station No. 1 and Balboa Branch Library Replacement project in the Public Works Department, 53201-980000-23F12.

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 with COAR Design Group
Attachment B – Professional Services Agreement with Geocon West, Inc.