



== CITY OF ==

# NEWPORT BEACH

## City Council Staff Report

January 27, 2026  
Agenda Item No. 9

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** David A. Webb, Public Works Director - 949-644-3311,  
dawebb@newportbeachca.gov

**PREPARED BY:** Jim Houlihan, Deputy Public Works Director/ City Engineer -  
949-644-3319, jhoulihan@newportbeachca.gov

**TITLE:** Approval of Amendment No. Two to On-Call Professional Services  
Agreements with RJM Design Group, Inc. and BGB Design Group,  
Inc. for Landscape Architecture Services (Contract Nos. 8890-3 and  
8890-2)

---

### **ABSTRACT:**

On June 14, 2022, the City Council approved on-call professional services agreements with RJM Design Group, Inc. and BGB Design Group, Inc. for Landscape Architecture Services for a total not-to-exceed amount of \$150,000. Staff requests City Council approval to increases to both agreements to a new total not-to-exceed amount of \$500,000 each and an additional five years.

### **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. Two to On-Call Professional Services Agreement with RJM Design Group, Inc. for landscape architecture services for an additional five years and \$312,500 for a total not-to-exceed amount of \$500,000 and authorize the Mayor and City Clerk to execute the agreement; and
- c) Approve Amendment No. Two to On-Call Professional Services Agreement with BGB Design Group, Inc. for landscape architecture services for an additional five years and \$312,500 for a total not-to-exceed amount of \$500,000 and authorize the Mayor and City Clerk to execute the agreement.

### **DISCUSSION:**

On January 14, 2022, the City entered into on-call professional services agreements (PSA) with RJM Design Group, Inc. and BGB Design Group, Inc. for landscape architecture services. The agreement was for a total not-to-exceed amount of \$150,000 and three years. On July 18, 2024, Amendment No. One for both agreements was approved by the City Manager to increase these agreements not-to-exceed amounts by

Approval of Amendment No. Two to Professional Services Agreements with RJM Design Group, Inc and BGB Design Group, Inc. for On-Call Landscape Architecture Services (C-8890-3 and (C-8890-2)  
January 27, 2026  
Page 2

25% to a total of \$187,500 each and added one year to the term, to extend the expiration date to June 13, 2026. Staff requests that both agreements now be increased by \$312,500 to a new total not-to-exceed amount of \$500,000 each and extend the agreements for five years, expiring on June 13, 2031.

The scope of work covered by the agreements include alternative analysis, concept design and design development, cost estimating, final design and specification and construction support. The two consultants have been able to react quickly when concepts for high-level discussions are required, like the Lower Castaways Park concepts and the Aquatic Center studies. They have also prepared excellent designs for many projects throughout the city over the past three years. Some of the projects include the Peninsula Gateway, Arroyo Park, Newport Boulevard Slopes and Median, West Coast Highway Median, and Superior Avenue Median.

**FISCAL IMPACT:**

There is no direct fiscal impact related to this item as the award of the amended on-call contract does not create an obligation to expend funds. Funding for the work done under these on-call contracts will be expensed to individual projects within the City's approved Operating and Capital Improvement Program budgets.

**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. Two with RJM Design Group, Inc.  
Attachment B – Amendment No. Two with BGB Design Group, Inc.