



NEWPORT BEACH

City Council Staff Report

February 27, 2024
Agenda Item No. 8

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Approval of Professional Services Agreement with Anchor QEA, LLC
for Balboa Yacht Basin Marina Design Consulting Services

ABSTRACT:

The City of Newport Beach’s Balboa Yacht Basin 172-slip marina has exceeded its useful life and requires replacement. The City’s Harbor and Beaches Master Plan recommends replacement of the Balboa Yacht Basin marina in Fiscal Year 2026. Staff requests City Council approval to enter into a Professional Services Agreement with Anchor QEA, LLC of Irvine to design the marina, prepare the necessary construction documents, and to provide engineering support during the construction 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; and
- b) Approve a Professional Services Agreement with Anchor QEA, LLC for design services for the Balboa Yacht Basin marina replacement project for a total not-to-exceed amount of \$787,159, and authorize the Mayor and City Clerk to execute the Agreement.

DISCUSSION:

The nearly 40-year-old, Balboa Yacht Basin (BYB), located at 829 Harbor Island Drive, has exceeded its useful life. The marina has 172 slips and side-ties and has consistently maintained an occupancy rate of 95-100% over the past 20 years. The marina has been favored by the public for decades because it has been well maintained, is secluded at the end of Harbor Island Drive, and the slip rates are reasonably priced. (The slip rates are recalculated each year using the average slip rate of average marinas in Newport Harbor, per City Council resolution.) The slip sizes range from 31 to 75 feet with the average slips in the 30 to 40 foot range.

The current marina configuration is comprised of five headwalks with separate gangways leading to each headwalk. This is the most efficient design for this protected cove, and the redesign efforts will maintain this configuration.

The marina slips will, however, be sized to accommodate the modern vessels which tend to be wider than the vessels of 40 years ago. In addition, the slip mix (e.g., the range of slip sizes throughout the marina) will generally remain the same yet with similar slip sizes consolidated for maximum layout efficiency. A public vessel sewage pumpout station is currently located at the BYB, and this station will also be incorporated into the new design.

The scope of services includes the design of the marina as previously explained, preparation of plans and specifications for the construction bid process, and assistance during the bid and construction phase of the project. In addition, a comparative analysis of concrete floats vs. wood-based floats will be evaluated.

Project permitting services will be sought through a separate Request for Proposal (RFP) process later so that the firms with strengths in either design or permitting may bid on either one or both of these important project components.

Staff issued an RFP for professional design services on September 15, 2023, through the City’s electronic bidding portal. The RFP required proposers to provide qualifications, references and costs for the BYB design. Proposals were due on October 10, 2023, and five firms submitted proposals.

The City’s proposal review team consisted of three staff members from the Public Works Department. Proposals were evaluated by the review team members independently. Evaluations were based on each firm’s proposal and conformance to the RFP, their understanding of the project scope, the experience and expertise of their project team and ability to provide adequate resources, and the relevance of their references conducting work for public agencies on projects of similar scope and complexity.

Five firms submitted proposals with four of the firms ranked by the evaluation team as being highly qualified, the fifth did not qualify. The final aggregate scores are as follows:

| Firm Name | Total Score | Rank |
|------------------------------|--------------------|-------------|
| Anchor QEA, LLC | 292 | 1 |
| Moffatt & Nichol | 288 | 2 |
| Dudek | 255 | 3 |
| Marine Group Global Services | 243 | 4 |

Upon selection of the most qualified firm, staff then negotiated the fee and scope with Anchor QEA, LLC and confirmed its proposal was reasonable and feasible when considering the firm's ability and resources.

Staff requests approval of a Professional Services Agreement with Anchor QEA, LLC for Balboa Yacht Basin Marina Design for a not-to-exceed amount of \$787,159.

FISCAL IMPACT:

The adopted Capital Improvement Program budget includes sufficient funding for this project. This work will be expensed to the Tidelands Capital account, 10101-980000-23H11. The actual construction cost is anticipated to be between \$5,000,000 and \$6,000,000, depending upon final design and construction costs. Staff has applied for grant funding through the California Department of Fish and Wildlife program, and the City's proposal is currently under review and consideration.

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 – Vicinity Map
Attachment B – Professional Services Agreement