



# AGENDA STAFF REPORT

Control: 26001170

**MEETING DATE:** 04/28/2026  
**LEGAL ENTITY TAKING ACTION:** Board of Supervisors  
**BOARD OF SUPERVISORS DISTRICT(S):** District 5  
**SUBMITTING AGENCY/DEPARTMENT:** OC Community Resources  
**DEPARTMENT CONTACT PERSON(S):** Dylan Wright, 714-480-2788  
Pam Passow, 714-973-6650

**SUBJECT:** Approve Contract for Master Planning Services for the OC Sailing & Events Center

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	CONSENT CALENDAR 3 Votes Board Majority

<b>Budgeted:</b> Yes	<b>Current Year Cost:</b> \$10,000	<b>Annual Cost:</b> FY 2026–27 \$800,000 FY 2027–28 \$77,000
<b>Staffing Impact:</b> No		<b>Sole Source:</b> No
<b>Current Fiscal Year Revenue:</b> N/A	<b>Funding Source:</b> Dana Point Harbor Fund 108: 100%	<b>County Audit in Last 3 years:</b> No

**Levine Act Review**

**Completed?** Yes

**Prior Board Action:** N/A

**RECOMMENDED ACTION(S):**

1. Find that the project is statutorily exempt (Feasibility and Planning Studies) from the California Environmental Quality Act (CEQA) pursuant to Section 21102 of the Public Resources Code and Section 15262 of the CEQA Guidelines.
2. Authorize the County Procurement Officer or Deputized designee to execute Contract with LPA, Inc., for long-term master planning services for the Orange County Sailing and Events Center, effective upon execution of all signatures through two years from the execution date, in an amount not to exceed \$887,000.

**SUMMARY:**

Approval of the Contract with LPA, Inc. will provide long term master planning services needed to conceptualize improvements for the Orange County Sailing and Events Center at Dana Point Harbor to enhance public amenities and visitor experience.

**BACKGROUND INFORMATION:**

OC Community Resources/OC Parks (OCCR/OC Parks) manages the Orange County Sailing and Events Center (OCSEC) in Dana Point Harbor. Dana Point Harbor was constructed beginning in the late 1960s as a joint federal and County of Orange (County) project and was completed and officially dedicated as a public harbor in 1971. The OCSEC site opened in October 1985 for community recreational use and currently includes floating docks, amenities

for public programming, public restrooms, spaces for special events and meetings, an administrative office, a family-oriented beach (known as “Baby Beach”), a launch area for non-motorized watercraft and a boathouse.

Dana Point Harbor is currently undergoing a major revitalization initiative aimed at enhancing public amenities and visitor appeal. With this revitalization effort of the harbor underway, OCCR/OC Parks determined that this would be an opportune time to plan the revitalization of OCSEC (Project). The Project focuses on the OCSEC campus, including the area currently occupied by the Cove Room, Pilot House, Boat House, picnic areas, vehicular and pedestrian entrances/access, and parking areas.

The scope of work includes a feasibility study to explore building expansion possibilities, traffic flow and parking, an extensive public outreach effort, and development of preliminary concepts. The final deliverable will be a comprehensive visioning plan that synthesizes the research findings, presents the conceptual alternatives, and will recommend a preferred path forward informed by local community input, feasibility, and long-term sustainability. The visioning plan will build in flexibility to respond to changes of circumstances and will not represent a binding final plan.

On November 14, 2025, a Request for Proposals (RFP) for long-term master planning services (Services) was posted on OpenGov, the County’s bidding system. Three responsive proposals were received by the December 15, 2025 solicitation deadline. The written proposals were evaluated by a panel of seven subject matter experts with experience in project management, park operations and maintenance, coastal management, planning and landscape design. The Orange County Preference Policy (OCPP) was applicable to this solicitation. No OCPP qualified proposals were submitted.

The respondents’ final rankings are provided below. Attachment C includes the individual evaluator scores for the respondents:

<b>Respondent</b>	<b>Final Rank</b>
LPA, Inc.	1
JZMK Partners	2
Perkins Eastman Architects	3

Based on the total scores, the evaluation panel recommended award of the contract to LPA, Inc. (Contractor). Contractor is an organization based in Orange County with over 60 years of experience designing public facilities. The Contractor is especially well qualified in the realm of public outreach, having recently completed a two-year visioning effort studying all of the public facilities within the City of Laguna Beach. Reference checks for Contractor were satisfactory and were completed with the City of Laguna Beach, Pretend City Museum, Capistrano Unified School District and City of Irvine regarding similar projects or services.

OCCR/OC Parks is now requesting Board approval of Contract MA-012-26010103 (Contract) with Contractor, effective upon execution of all signatures through two years from the execution date, in an amount not to exceed \$887,000. This ASR includes a staff recommendation because this solicitation had closed prior to the implementation of the changed RFP selection procedures.

An analysis was completed to verify the contract provides County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

This Contract includes subcontractors. See Attachment B for the Contract Summary Form. OCCR/OC Parks has verified there are no concerns that must be addressed with respect to the vendor’s ownership/name, litigation status or conflicts with County interests.

**Compliance with CEQA:** The proposed project is statutorily exempt from review under CEQA as a Feasibility and Planning Study pursuant to Section 21102 of the Public Resources Code or Section 15262 of the CEQA Guidelines.

**FINANCIAL IMPACT:**

Appropriations for this Contract are included in Fund 108, Dana Point Harbor, FY 2025–26 Budget and will be included in the budgeting process for future years.

The proposed Contract includes a provision stating the Contract is subject to, and contingent upon, applicable budgetary appropriations approved by the Board for each fiscal year during the term of this Contract. If such appropriations are not approved, this Contract may be immediately terminated or modified without penalty to the County.

**STAFFING IMPACT:**

N/A

**REVIEWING AGENCIES/DEPARTMENTS:**

N/A

**ATTACHMENTS:**

Attachment A - Contract MA-012-26010103 with LPA, Inc.

Attachment B - Contract Summary Form

Attachment C - Evaluator Score Summary