



CITY OF MENIFEE

SUBJECT: Agreement with EPD Solutions, Inc. for Environmental Review Services for Quail Valley Nature Park

MEETING DATE: March 5, 2025

TO: Mayor and City Council

PREPARED BY: Kori Jones, Senior Management Analyst

REVIEWED BY: Rebekah Kramer, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute a Professional Services Agreement with EPD Solutions, Inc. for Environmental Consulting Services in an amount not-to-exceed \$125,035 for Capital Improvement Program (CIP) Project No. 24-16, Quail Valley Park Development.

DISCUSSION

In September 2024, homeowners in the Canyon Heights area of Quail Valley reached a consensus through their homeowners association to donate a privately-held parcel to the City for development and maintenance as a public park. This parcel, approximately 10 acres in size, is designated as parkland in the Canyon Heights Specific Plan adopted by Riverside County in 2003. Currently unmaintained and inaccessible to the public, the City aims to revitalize the property to establish the first public park within the Quail Valley community. City staff is actively working alongside the Canyon Heights Homeowners Association (HOA) to finalize this land transfer through a formal Donation Agreement, which is expected to be presented for Council approval in Spring 2025.

The site of the future Quail Valley Nature Park, funded under Capital Improvement Project No. 24-16, is located South of Newport Drive and North of the Canyon Heights Community. This nature-themed park would contain recreation opportunities as well as an expansive open space suitable for nature walks and future Park Ranger interpretive programs. The park design would integrate existing natural features including pathways, native trees, and climbing rocks to help connect recreation with environmental stewardship. Additionally, adaptive elements would be incorporated to ensure accessibility for visitors of all ages and abilities. A map of the project site included in the attached project location and provided in Image 1 on the following page.

IMAGE 1 – PROJECT LOCATION



The development of Quail Valley Nature Park is a vital step in meeting key objectives outlined in the City's Parks Master Plan and General Plan. This project enhances Menifee's ability to meet national park access standards by providing at least five acres of parkland per 1,000 residents and ensuring all residents have access to a public park within five miles. As one of Menifee's oldest communities, Quail Valley has historically lacked accessible parkland, making this investment particularly significant. Additionally, the park would provide low-cost or free recreational programs, fostering inclusivity and environmental stewardship while expanding the City's parkland inventory.

On October 7, 2024, the Community Services Department received notification that its grant application under the Outdoor Legacy Recreation Program (OLRP) was selected for funding. This federal grant, administered by the National Parks Service through the California State Parks Department, awards Menifee \$750,000 with a required City match, creating a total project budget of \$1.5 million. The matching funds for CIP 24-16 are allocated from Development Impact Fees and Quimby (Local Park) development fees.

As a condition of the grant, the City must complete an environmental assessment, including compliance with the California Environmental Quality Act (CEQA) and Section 106 Cultural Resources Assessment. Grant technical advisors confirmed that the project qualifies for a National Environmental Policy Act (NEPA) exclusion. Staff continues to coordinate with the Canyon Heights HOA to access the property and meet project milestones. Environmental review, survey, and design phases would be funded by City matching funds, while the majority of construction costs would be reimbursed through the OLRP grant program.

In accordance with purchasing best practices and with assistance from the Finance Department, staff implemented the Request for Quote (RFQ) process by reaching out to environmental consulting firms on the City's Environmental Services On-Call List. The current on-call list was derived from RFQ No. 2022-01 completed in FY 2021/2022. The term of the on-call list was approved by City Council on June 19, 2024 to be valid through FY 2025/26.

The scope of work for this project includes environmental studies as required under the federal grant. The City received one proposal from sole bidder, EPD Solutions Inc., as listed in Table 1 below.

TABLE 1 – RFQ RESULTS

Task Description	EPD Solutions
Project Initiation	\$ 5,680
Technical Studies	\$ 17,060
CEQA Exemption	\$ 17,170
Meeting and Public Hearings	\$ 8,865
Project Management	\$ 14,280
Optional As-Needed Studies (ex. Air, Noise, Greenhouse Gas, Traffic Impact)	\$ 61,980
Total	\$ 125,035

Under the California Government Code Section 4526 local agencies are required to select professional services for architectural, landscape architectural, engineering, environmental, land surveying, or construction project management solely on the basis of demonstrated competence and professional qualifications.

After a thorough review of proposal, consultant interview, and negotiation of final pricing, staff recommends awarding an agreement with EPD Solutions due to their thorough proposal, responsiveness, expertise, and their previous experience providing environmental services through the Planning Department.

For reference, the anticipated project timeline for this capital project is as follows:

- **Spring 2025:** Ownership transfer finalized by Donation Agreement
- **Fall/Winter 2025:** Environmental requirements completed
- **Winter 2025:** Grant acceptance finalized
- **Winter 2025/Spring 2026:** Community workshops and park design
- **Winter 2026:** Park construction completed

STRATEGIC PLAN OBJECTIVE

Community Engagement and Social Infrastructure

FISCAL IMPACT

The total cost of the Professional Services Agreement with EPD Solutions, Inc. is \$125,035. These funds are available within the existing project budget, as detailed on the following page in Table 2.

TABLE 2 – CIP 24-16 FUNDING AVAILABILITY

Funding Source	Project Budget	Available Balance	Amount Requested
2620 – Local Park	\$ 701,465	\$ 668,272	\$ 125,035
2511 – DIF 17 Parks	\$ 6,800	\$ 6,800	\$ -
2522 – DIF Citywide Park Improvements	\$ 41,735	\$ 41,735	\$ -
2301 – Anticipated Grant Funding	\$ 750,000	\$ -	\$ -
Total	\$ 1,500,000	\$ 716,807	\$ 125,035

No additional budget appropriations are required for this action.

ATTACHMENTS

1. Project Location Map
2. Agreement – EPD Solutions, Inc.