



STAFF REPORT

DATE: 02/18/2026
TO: Honorable Mayor and City Council Members
FROM: Police Department

2026-62

REQUEST FOR CITY COUNCIL ACTION

SUBJECT:

CITY OF CORONA HOMELESS ENCAMPMENT CLEAN-UP PROJECT –
AUTHORIZE/APPROVE AGREEMENT WITH HCI ENVIRONMENTAL &
ENGINEERING SERVICE

EXECUTIVE SUMMARY:

This staff report asks the City Council to approve a Master General Services Agreement with HCI Environmental & Engineering Service to provide as-needed homeless encampment clean-up services in support of the Police Department's HOPE (Homeless Outreach, Prevention, and Engagement) Team, Community Services Department, and Public Works Department.

RECOMMENDED ACTION:

That the City Council:

- a. Authorize the issuance of a purchase order to HCI Environmental & Engineering Service to perform as-needed homeless encampment clean-up services.

- b. Authorize the City Manager, or his designee, to approve amendments/change orders up to 10% of the purchase order amount necessary for the execution of the

work.

- c. Approve the issuance of an annual purchase order to HCI Environmental & Engineering Service from February 8, 2026, through June 30, 2027, in the total amount of \$280,000 for as-needed homeless encampment clean-up services.
- d. Authorize an appropriation in the amount of \$15,000 from the Measure X Fund 120 to the Police Department's HOPE Team operating budget for professional contractual services for the remainder of the fiscal year.

BACKGROUND & HISTORY:

The City of Corona Strategic Plan commits to six overall goals, including Goal 1: Safe Community and Goal 3: Sound Infrastructure. Addressing homeless encampments throughout the City supports these goals by maintaining safe, clean public spaces while connecting individuals experiencing homelessness with appropriate resources and services.

The Police Department's HOPE Team serves as the primary point of contact for homeless outreach efforts in Corona, working collaboratively with Community Services and Public Works to address encampment-related issues. The HOPE Team engages individuals experiencing homelessness, provides resource referrals, and coordinates clean-up efforts following appropriate outreach and notification procedures.

Homeless encampment clean-up services require specialized expertise in handling potentially hazardous materials, including biohazardous waste, sharps, and other debris commonly found at encampment sites.

Competitive RFP Process for Hazardous Waste Services

The City awarded a contract to HCI for hazardous materials clean-up services on November 5, 2025. A Request for Proposal (RFP 25-076AS) was issued for these services, following Municipal Code procurement rules.

HCI Environmental & Engineering Service was selected through this process due to their qualifications, certifications, and experience. They possess the necessary certifications, equipment, and trained personnel to safely and efficiently perform these clean-up operations in compliance with all applicable local, state, and federal regulations, including specialized clean-up needed for homeless encampment remediation.

This approval allows the City to hire HCI efficiently for encampment clean-up projects without a separate procurement process, ensuring compliance with the City's standards for hazardous waste handling and disposal.

ANALYSIS:

Staff recommends that the City Council authorize the Master General Services Agreement (MGSA) with HCI Environmental & Engineering Service to provide as-needed

homeless encampment clean-up services. As a vendor already approved through the City's competitive RFP process for Hazardous Waste Services, HCI has demonstrated the qualifications and capabilities necessary to perform this work safely and in compliance with all regulatory requirements.

The MGSA structure provides flexibility to respond to varying clean-up needs across the City while maintaining consistent service quality and regulatory compliance. Services under this agreement may include:

- Removal and proper disposal of debris, personal property (following required notification and storage procedures), and waste materials
- Collection and disposal of biohazardous waste and sharps
- Site remediation and restoration
- Emergency response clean-up services as needed

The annual purchase order will be allocated across three participating departments as follows:

Department/Program	Fund Source	Amount
Police HOPE Team Operating Budget	Measure X Fund 120	\$200,000
Community Services – Homeless Programs Maintenance Operating Budget	Measure X Fund 120	\$60,000
Public Works – Foothill Parkway Westerly Extension, Capital Improvement Project No ST-2017-05	Gas Tax Fund 222	\$20,000
Total		\$280,000

This multi-departmental approach ensures that clean-up resources are available to address encampments regardless of location or primary departmental responsibility, promoting a coordinated and efficient City-wide response.

Staff recommend that the City Council approve the recommended actions. This approval will enable continued and enhanced encampment clean-up efforts in support of the HOPE Team's outreach mission and the City's commitment to maintaining safe, clean public spaces for all residents.

FINANCIAL IMPACT:

Partial funding for the request is currently available within existing operating and capital budgets. The Community Services Department has \$60,000 available in the Homeless Programs Maintenance Operating Budget within the Measure X Fund 120, and Public Works has \$20,000 available in the Foothill Parkway Westerly Extension, Capital Improvement Project No ST-2017-05 within the Gas Tax Fund 222.

Approval of the recommended actions will result in an appropriation in the amount of \$15,000 from the Measure X Fund 120 to the Police Department's HOPE Team operating budget for professional contractual services for the remainder of the fiscal year. There is sufficient fund balance available in the Measure X Fund 120 for the recommended actions.

Recurring annual funding in the amount of \$280,000 will be recommended through the annual budget process.

ENVIRONMENTAL ANALYSIS:

These actions are exempt from the California Environmental Quality Act (CEQA), as the actions are not a "project" as defined by CEQA (PRC Section 21065 and CEQA Guidelines Section 15378). The guidelines define a "project" as the whole of an action which has a potential for resulting in either a direct physical change in the environment, or reasonably foreseeable indirect physical change in the environment. These actions involve the approval of a general services agreement for clean-up services that will maintain and restore existing conditions rather than create new environmental impacts. Therefore, no environmental analysis is required.

PREPARED BY: GARY GRIFFITTS, POLICE LIEUTENANT

REVIEWED BY: ROBERT NEWMAN, CHIEF OF POLICE

ATTACHMENTS:

1. Exhibit 1 – MGSA with HCI Environmental and Engineering Service