



Folsom City Council Staff Report

MEETING DATE:	3/28/2023
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11013 – A Resolution Authorizing the City Manager to Execute an Agreement with NBS Government Financing Group for Assessment Engineering Services
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends the City Council approve Resolution No. 11013 - A Resolution Authorizing the City Manager to Execute an Agreement with NBS Government Financing Group (NBS) for assessment engineering services.

BACKGROUND / ISSUE

The City of Folsom is responsible for the maintenance and servicing of thirty landscaping and lighting districts throughout the City. Part of that responsibility is producing an engineer's report annually to describe the budgets for each district, and to comply with the Streets and Highways Code. We recently put this scope of work out to receive new proposals as our agreement with our previous consultant had expired.

POLICY / RULE

In accordance with Chapter 2.36.090 (A)(1) and 2.36.120 of the Folsom Municipal Code, professional services are not subject to competitive sealed bidding requirements, and those costing \$70,952 or greater shall be awarded by City Council.

ANALYSIS

On March 1, 2023, the Parks and Recreation Department advertised a Request for Proposal (RFP) for assessment engineering services. The RFP was posted on CIPList.com as well as the City of Folsom website with responses due back to the City by 4:00 pm March 10, 2023. An internal review team was assembled of Parks and Recreation Staff. The criteria for ranking the proposals

was based on the following areas: relevant experience and staffing, demonstrated ability to complete work in a timely fashion, and total cost. We only received one response, and after reviewing the submittal, staff concluded that NBS demonstrated that they are qualified based on the advertised scoring criteria. In addition, NBS is a known entity to the City in that they provide other assessment-related services for the City's community facility districts.

FINANCIAL IMPACT

Funds are budgeted in the Fiscal Year 2022-23 within the Landscaping and Lighting District budget's and will be accounted for in future budget years.

ATTACHMENT

Resolution No. 11013 - A Resolution Authorizing the City Manager to Execute an Agreement with NBS Government Financing Group for Assessment Engineering Services

Submitted,

Lorraine Poggione,
Parks & Recreation Director

RESOLUTION NO. 11013

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH NBS GOVERNMENT FINANCING GROUP FOR ASSESSMENT ENGINEERING SERVICES

WHEREAS, the City of Folsom desires to enter into a professional services agreement for an initial period beginning April 1, 2023 through March 31, 2026, for assessment engineering services; and

WHEREAS, the City of Folsom can, at its discretion based on successful completion of the initial agreement, extend the contract for up to two additional one-year extensions; and

WHEREAS, proposals were solicited in accordance with Folsom Municipal Code Section 2.36.100 and advertised on March 1, 2023; and

WHEREAS, NBS Government Finance Group (NBS) was the most qualified consultant; and

WHEREAS, the estimate for the initial term of the agreement for three years will be \$94,500; and

WHEREAS, funds are budgeted in the amount of \$30,000 in the Fiscal Year 2022-23 budget in the thirty different Landscaping and Lighting Districts that will be covered by said report; and

WHEREAS, the agreement will be in a form acceptable to the City Attorney; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an Agreement with NBS Government Financing Group for assessment engineering services.

PASSED AND ADOPTED this 28th day of March, 2023, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Rosario Rodriguez, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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CITY OF
FOLSOM
DISTINCTIVE BY NATURE