



Folsom City Council Staff Report

MEETING DATE:	5/26/2026
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11624 - A Resolution Authorizing the City Manager to Execute Non-Exclusive Agreements for On-Call Engineering, Construction Inspection, and Surveying Services up to appropriated and available project specific budgets with 4LEAF, Inc., BKF Engineers, Boswell & Associates, REY Engineers, Inc., and Unico Engineering
FROM:	Public Works Department

RECOMMENDATION / CITY COUNCIL ACTION

The Public Works Department recommends that the City Council pass and adopt Resolution No. 11624 - A Resolution Authorizing the City Manager to Execute Non-Exclusive Agreements for On-Call Engineering, Construction Inspection, and Surveying Services up to appropriated and available project specific budgets with 4LEAF, Inc., BKF Engineers, Boswell & Associates, REY Engineers, Inc., and Unico Engineering.

BACKGROUND

The Public Works Department oversees City right of way surveying and acquisition, drainage infrastructure, roadway maintenance and capital improvement projects. Many project deliverables and activities require specific technical involvement, including: environmental reports, construction drawings, right of way appraisal/acquisition, utility coordination, and implementation of locally, state, and federally funded projects. Additional duties of Public Works staff include extensive coordination related to development projects, state stormwater permitting, regional agency coordination, encroachment permits, special event permits, and asset management. Currently, Public Works has two vacancies (Associate/Assistant Civil Engineer and Senior Civil Engineer) and carries a full workload staffed at half capacity.

In September of 2025, in collaboration with the Community Development Department, staff posted a Request for Proposal for On-Call Engineering, Construction Inspection, and On-Call Surveying Services. Five Consultant Firms submitted proposals for one or more of the solicited contract services and included specialty subconsultants such as geotechnical and traffic engineering. Staff rated the Proposals and selected all five firms to provide the City with On-

Call Services. Firms were ranked based on services offered, staff expertise and availability, specialty skills, and expenditure. Those firms include 4LEAF, Inc., BKF Engineers, Boswell & Associates, REY Engineers, Inc., and Unico Engineering. In November of 2026, City Council approved Resolution No. 11501 to approve on-call contracts for the Community Development Department. This is a replication of that effort for the Public Works Department to support capital project delivery and department workload.

Staff is recommending that the City Manager be authorized to execute these five non-exclusive agreements for a three-year period (June 1, 2026, through June 1, 2029), by utilizing appropriated and available project specific budget.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, contracts greater than \$77,426 shall be awarded by the City Council.

ANALYSIS

Folsom has experienced consistently high volumes of capital project delivery, engineering permit review, and inspections with limited staff capacity. To meet community needs, Folsom has consistently utilized on-call consultant service contracts for engineering, surveying, and inspection services. This resolution would authorize the execution of non-exclusive agreements with five firms to support the Public Works Department. Funding for on-call services is identified through appropriated project budget and services procured through these contracts would be billed directly to capital project budgets.

In implementing these contracts for consulting services, staff will allocate work among the five selected consultants based on workload, technical need, expertise, and service costs. It is important to note that the Public Works Department will retain the flexibility to assign work to one or more of the selected firms. In other words, selected firms are not guaranteed assignment of work and are not limited to a fair share of the total. This allows Staff to determine how best to meet service needs as they arise. Example services include:

- Right of Way Surveying and Acquisition Services
- Geotechnical Engineering and Materials Testing
- Traffic Engineering and Analysis Support
- Civil and Structural Engineering (roadway, bridges and retaining walls)

For larger and state or federally funded projects with intentional scope of work, staff will continue to prepare Requests for Proposals to meet the requirements of the Caltrans Local Assistance Procedures Manual. For smaller efforts, staff will continue to prepare a cost-benefit analysis of high contract service costs against additional full-time staff to meet project delivery needs while making prudent use of the City's limited resources. The proposed on-call service solution allows flexibility in how the City meets capital project needs and does not preclude alternative or supplemental solutions (e.g., full-time permanent staff, part-time temporary contract staff, pass through funding contracts).

FINANCIAL IMPACT

The cost of third-party engineering, inspection, and on-call surveying services is offset by project funding and appropriated revenue adopted by City Council Resolution. Should additional funding be necessary to support on-call services, an item would be brought back to City Council for further review and appropriation of project specific funding.

ENVIRONMENTAL REVIEW

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 b (3) (General Rule Exemption) of the CEQA Guidelines.

ATTACHMENT

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Respectfully Submitted,

Rebecca Neves, Public Works Director/City Engineer

Attachment 1

RESOLUTION NO. 11624

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE NON-EXCLUSIVE AGREEMENTS FOR ON-CALL ENGINEERING, CONSTRUCTION INSPECTION, AND SURVEYING SERVICES UP TO APPROPRIATED AND AVAILABLE PROJECT SPECIFIC BUDGETS WITH 4LEAF, INC., BKF ENGINEERS, BOSWELL & ASSOCIATES, REY ENGINEERS, INC., AND UNICO ENGINEERING

WHEREAS, the Public Works Department has established the need for on-call engineering, construction inspection, and on-call surveying services; and

WHEREAS, funds have been appropriated and adopted by City Council and are available under various project budgets for the purpose of project delivery and any additional appropriation request will be offset by a corresponding increase in revenue related to adopted project budgets; and

WHEREAS, the consultant firms have been selected based on their response to a professional services solicitation that outlined each firm's professional qualifications, experience, and cost; and

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to Execute Non-Exclusive Agreements for On-Call Engineering, Construction Inspection, and Surveying Services up to appropriated and available project specific budgets with 4LEAF, Inc., BKF Engineers, Boswell & Associates, REY Engineers, Inc., and Unico Engineering

PASSED AND ADOPTED this 26th day of May, 2026, by the following roll-call vote:

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

Justin Raithel, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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and minimize paper use.*



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FOLSOM
DISTINCTIVE BY NATURE