



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	10/14/2025
<b>AGENDA SECTION:</b>	New Business
<b>SUBJECT:</b>	<p>Request to Make Improvements to the Recently Purchased Building Located at 1 Natoma Street so that Folsom Police Department Staff and Environmental &amp; Water Resources Department Staff Are Able to Occupy the Building</p> <ul style="list-style-type: none"> <li>i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for \$130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System</li> <li>ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for \$10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof</li> <li>iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for \$44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet</li> <li>iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney &amp; Sons for \$44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior</li> <li>v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney &amp; Sons for \$93,720 from the Water Operating Fund</li> </ul>

	<p>(Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds</p> <p>vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for \$57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture</p> <p>vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize \$33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds</p>
<b>FROM:</b>	Police Department

**RECOMMENDATION / CITY COUNCIL ACTION**

Staff recommends that the City Council adopt:

- i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for \$130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System
- ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for \$10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof
- iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for \$44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet
- iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for \$44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior
- v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for \$93,720 from the Water Operating Fund

- (Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds
- vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for \$57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture
  - vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize \$33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds

### **BACKGROUND / ISSUE**

In May 2025, the City Council approved the purchase of the building located at 1 Natoma Street, a 8,148 square foot commercial building, to serve as permanent office space for the Police Department’s Neighborhood Services Unit and related police operations. The unit is currently housed in leased facilities. Escrow closed in July 2025.

As part of the acquisition, staff identified several building improvements necessary to ensure the facility is functional, safe, and properly configured for departmental use. In addition, the Environmental Water Resources (EWR) Division has been identified as needing office space. To help offset improvement costs, EWR will occupy a portion of the building. Minor construction will be required to accommodate their operations.

### **POLICY / RULE**

Section 2.36.080 of the Folsom Municipal Code requires that contracts exceeding \$75,049 be awarded by the City Council.

### **ANALYSIS**

The building at 1 Natoma Street is more than 20 years old. While structurally sound, several major systems and interior features require replacement or repair:

- **HVAC Replacement** – Inspections confirm the system is nearing the end of its service life. Replacement now will ensure reliability and prevent costly emergency failures. *Estimated cost: \$118,800 (lowest of three bids).*
- **Roof Repairs** – Active leaks threaten interior damage. *Estimated cost: \$6,500–\$9,500 (one bid; four firms declined to respond, one required a \$1,700 inspection fee).*

- **Interior Finishes** – Existing carpet is worn and outdated, and paint is in poor condition. *Carpet: \$40,517.75 (lowest of three bids). Paint: \$40,800 (lowest of two bids; six firms unresponsive).*
- **Construction-** In order to accommodate EWR operations several walls and doors must be constructed. *Construction cost: \$85,200 (lowest of two bids, other construction companies declined to respond).*
- **Furniture** – Relocation of existing furniture plus the purchase of new items and retrofits are needed. *Estimated cost: \$52,548.76 (lowest of three bids).*
- **Technology Infrastructure** – Includes installation of a key card system, CCTV, and network/data cabling. *Estimated cost: \$30,000.*

**Total Estimated Improvement Cost: \$377,366.51**

These investments will ensure the building is safe, operationally efficient, and appropriately designed to support both the Police and EWR Department operations. They will also improve workplace functionality, employee morale, and the City’s professional image.

**FINANCIAL IMPACT**

On May 13, 2025, the City Council approved Resolution No. 11381 that authorized the purchase of the building located at 1 Natoma Street as well as the cost of improvements to tailor the office space for police needs up to \$1,000,000.

Staff is seeking authorization to spend up to a total of \$415,103.16 to replace the HVAC system, make roof repairs, replace carpet, repaint the interior, purchase needed furniture, and install necessary IT infrastructure. Sufficient funds are available in the categories listed below to cover these expenditures. Staff is requesting an appropriation in the amount \$55,110 in the Water Operating Fund (Fund 520) and \$55,110 in the Sewer Operating Fund (Fund 530) to cover a portion of the \$415,103.16 project.

Item	Police Capital Improvement Fund (428)	Folsom Plan Area Capital Improvement Fund (472)	Water Operating Fund (520)	Sewer Operating Fund (530)	Total	Total with 10% Contingency
HVAC Replacement	\$11,880.00	\$106,920.00			\$118,800.00	\$130,680.00
Roof Repairs	\$950.00	\$8,550.00			\$9,500.00	\$10,450.00
Carpet	\$4,051.77	\$36,465.98			\$40,517.75	\$44,569.53
Paint	\$4,080.00	\$36,720.00			\$40,800.00	\$44,880.00
Construction			\$42,600.00	\$42,600.00	\$85,200.00	\$93,720.00
Furniture	\$5,254.87	\$47,293.89			\$52,548.76	\$57,803.64
Technology Infrastructure	\$1,500.00	\$13,500.00	\$7,500.00	\$7,500.00	\$30,000.00	\$33,000.00
<b>Subtotal</b>	<b>\$27,716.64</b>	<b>\$249,449.87</b>	<b>\$50,100.00</b>	<b>\$50,100.00</b>	<b>\$377,366.51</b>	
10% Contingency	\$2,771.66	\$24,944.99	\$5,010.00	\$5,010.00	\$37,736.65	
<b>Total</b>	<b>\$30,488.30</b>	<b>\$274,394.86</b>	<b>\$55,110.00</b>	<b>\$55,110.00</b>	<b>\$415,103.16</b>	<b>\$415,103.16</b>

**ATTACHMENTS**

- i. Resolution No. 11473– A Resolution Authorizing the City Manager to Execute an Agreement with SKI AIR for \$130,680 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace the HVAC System

- ii. Resolution No.11474– A Resolution Authorizing the City Manager to Execute an Agreement with Garland Roofing for \$10,450 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Maintenance and Repair to the Existing Roof
- iii. Resolution No.11475–. A Resolution Authorizing the City Manager to Execute an Agreement with Flooring Buyer for \$44,569.53 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Replace Carpet
- iv. Resolution No.11476– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for \$44,880 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Paint the Interior
- v. Resolution No. 11477– A Resolution Authorizing the City Manager to Execute an Agreement with Whitney & Sons for \$93,720 from the Water Operating Fund (Fund 520) and the Sewer Operating Fund (Fund 530) for Construction of Walls and Doors and Appropriation of Funds
- vi. Resolution No.11478– A Resolution Authorizing the City Manager to Execute an Agreement with Jamesville Office Furniture for \$57,803.64 from the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) to Install and Furnish the Building with New and Existing Furniture
- vii. Resolution No. 11479– A Resolution Authorizing the City Manager to Utilize \$33,000 from the Water Operating Fund (Fund 520), the Sewer Operating Fund (Fund 530), the Police Capital Improvement Fund (Fund 428) and the Folsom Plan Area Capital Improvement Fund (Fund 472) for Various IT Infrastructure Needs and Appropriation of Funds
- viii. Winning Bids

Submitted,

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Randy Ulibarri, Interim Chief of Police