



## Folsom City Council Staff Report

<b>MEETING DATE:</b>	9/14/2021
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10699 – A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Dokken Engineering for Environmental and Historic Monitoring and Reporting Services for Open Space in the Folsom Plan Area
<b>FROM:</b>	Parks and Recreation Department

### **RECOMMENDATION / CITY COUNCIL ACTION**

Staff recommends the City Council approve Resolution No. 10699 - A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Dokken Engineering for Environmental and Historic Monitoring and Reporting Services for Open Space in the Folsom Plan Area.

### **BACKGROUND / ISSUE**

In accordance with the Operations and Management Plan for Folsom Plan Area-Conservation Area and Passive Recreation Open Space adopted by City Council on October 24, 2017, the City is required to provide long term management and monitoring for the approximate 1,000 acres of open space in the Folsom Plan Area. Of the approximate 1,000 acres of open space roughly 340 acres are within the Conservation Area and 648 acres are within the Passive Recreation Area. The Conservation Area includes protected habitat and resources that must be permanently managed in a form acceptable to the applicable federal and state regulatory agencies. The Conservation Area is protected through recorded declaration of covenants and restrictions and is not intended for recreational uses but rather maintained and managed to preserve the resources within it. The Passive Recreation Area is also protected pursuant to the Operations and Management Plan but by different guidelines prescribed in the Operations and Management Plan. The allowable uses within the Passive Recreation Area include paved and unpaved trails, dog parks, fitness courses, bike parks, wildlife viewing areas, youth-oriented camping, etc.

The purpose of the Request for Qualifications for Professional Services is to conduct the appropriate monitoring and reporting for the biological and archeological resources in the Conservation Area. Funding for this task was included in CFD 18.

The Parks and Recreation Department advertised on CIPList.com as well as the City of Folsom Website on June 25, 2021, the availability of an environmental and historic monitoring and reporting services contract. The City issued a Request for Qualifications (RFQ) and a labor rate sheet for consultants interested in providing the described monitoring and reporting services.

**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 \$62,657 or greater shall be awarded by City Council.

**ANALYSIS**

On June 25, 2021, the Parks and Recreation Department advertised a Request for Qualifications for environmental and historic monitoring and reporting services over the next four-year period. The RFQ was posted on CIPList.com as well as the City of Folsom website. The responses were due to the City on July 9, 2021. An internal review team was assembled of Parks and Recreation Staff. The criteria for ranking the qualifications were based on the following areas: experience with similar kinds of work, qualifications of staff for work to be done, demonstrated technical ability, and ability to respond and produce reports. Six responses were received. The top three firms were invited to an interview. After review of the responses and completion of the interview process, staff concluded that Dokken Engineering demonstrated they were best qualified based on their expertise, capacity, and ability to complete the scope of work outlined in the Operation and Management Plan.

**FINANCIAL IMPACT**

The cost of this contract will be funded through CFD18. Funds were budgeted and are currently available in the Fiscal Year 2021-22 budget. The initial term of the contract will be four years and funding for years beyond Fiscal Year 2021-22 will be budgeted during the budget process. The Fiscal Year 2021-22 amount is estimated to be approximately \$35,000.

**ATTACHMENT**

Resolution No. 10699 - A Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Dokken Engineering for Environmental and Historic Monitoring and Reporting Services for Open Space in the Folsom Plan Area

Submitted,

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Lorraine Poggione,  
Parks & Recreation Director

**RESOLUTION NO. 10699**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DOKKEN ENGINEERING FOR ENVIRONMENTAL AND HISTORIC MONITORING AND REPORTING SERVICES FOR OPEN SPACE IN THE FOLSOM PLAN AREA**

**WHEREAS**, the City of Folsom desires to award a consultant services agreement for an initial period beginning October 1, 2021 through October 1, 2025 for environmental and historic monitoring and reporting services in the Folsom Plan Area; 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 two-year extensions; and

**WHEREAS**, Requests for Qualifications were solicited in accordance with Folsom Municipal Code Section 2.36.090 (A)(1) and advertised on June 25, 2021; and

**WHEREAS**, Dokken Engineering was deemed the most qualified, responsible, and responsive consultant; and

**WHEREAS**, the agreement will be in a form acceptable to the City Attorney and includes provisions for canceling the contract if necessary and without cause; and

**WHEREAS**, adequate funds are available in the Fiscal Year 2021-22 Community Facilities District 18 budget for the remainder of the fiscal year, and continuation of the contract will require an annual allocation in future fiscal years; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute a professional services agreement with Dokken Engineering for environmental and historic monitoring and reporting services for up to \$200,000 in the initial four-year term to begin October 1, 2021.

**PASSED AND ADOPTED** this 14<sup>th</sup> day of September 2021, by the following roll call vote:

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

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Michael D. Kozlowski, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

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