

DATE: October 29, 2007

TO: Mayor and City Council Members

FROM: Public Works Department

**SUBJECT: RESOLUTION NO. 8174 - A RESOLUTION AUTHORIZING THE CITY  
MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 1 WITH  
WILLDAN FOR STAFF AUGMENTATION CONSULTING SERVICES**

**BACKGROUND/ISSUE**

On June 7, 2007, the City entered into a consulting contract in the amount of \$40,000 with Willdan to provide temporary services to augment the Public Works staff. These services consisted of project management oversight, including overseeing environmental analysis, preliminary design, preparation of plans and specifications, and various studies as needed. The services were needed to assist Public Works with the current and proposed Capital Improvement Projects (CIP's) budgeted for Fiscal Year 2007/2008. At the time, Public Works had two vacant engineering positions and needed assistance to keep the CIP's on schedule.

The plan is to terminate the consulting services with Willdan in the near future, since the vacancies have been filled. The Public Works department is requesting a contract amendment for Willdan in the amount of \$29,820.

**POLICY/RULE**

In accordance with Chapter 2.36 of the Folsom Municipal Code, agreements in the amount of \$41,750 or greater shall be approved by the City Council.

**ANALYSIS**

The Public Works Department currently has several large CIP's in planning, design, and construction stages. These projects include the New Bridge below the Dam, the Historic District Parking Structure, the Empire Ranch Road/US 50 Interchange, as well as planning projects for the El Dorado/Rancho Cordova/Elk Grove connector road and the City's Sphere of Influence. At the beginning of 2007, the Public Works Engineering division had two vacant engineering positions. The Department was in need of temporary assistance until these two vacant engineering positions were filled.

Public Works contracted with Willdan to provide a temporary employee to assist staff with several projects. The projects included the Intelligent Transportation System (ITS) project, a project to install a fiber-optic traffic control network from City Hall to the new Parking Structure in Historic Folsom, which will be out to bid in early November. Assistance was also provided on the East

Natoma/Green Valley Road Widening project, which is being tied to the New Bridge Below the Dam project schedule. In addition, the consultant provided assistance on several smaller projects that will be out to bid early in 2008.

The contract amendment is being requested to fund the additional work needed to transition these projects to the new Public Works engineers, and also to provide assistance should questions arise during the construction of these projects.

Staff will use the City's standard agreement in a form acceptable to the City Attorney.

**FINANCIAL IMPACT**

Sufficient funds are in the FY 2007/08 Budget in the Transportation Fund (Fund 446) Project No. 2319-New Bridge Below the Dam, and Project No. 2480-Intelligent Transportation System.

**ENVIRONMENTAL REVIEW**

Consulting services are provided for projects that will require their own independent environmental review. No environmental review is required for additional staff support.

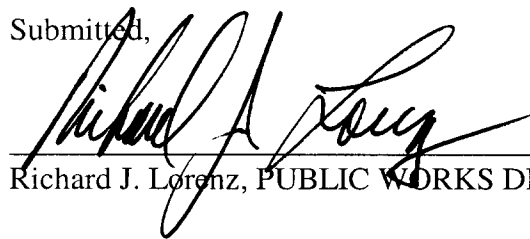
**ATTACHMENT**

Resolution No. 8174 – A Resolution Authorizing the City Manager to Execute Contract Amendment No. 1 with Willdan for Staff Augmentation Consulting Services

**RECOMMENDATION/CITY COUNCIL ACTION**

The Public Works Department recommends that the City Council pass and adopt Resolution No. 8174 – A Resolution Authorizing the City Manager to Execute Contract Amendment No. 1 with Willdan for Staff Augmentation Consulting Services

Submitted,



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Richard J. Lorenz, PUBLIC WORKS DIRECTOR/CITY ENGINEER

**RESOLUTION NO. 8174**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 1 WITH WILLDAN FOR STAFF AUGMENTATION CONSULTING SERVICES**

**WHEREAS**, the Department of Public Works has several current and proposed Capital Improvement Projects budgeted for Fiscal Year 2007/2008; and,

**WHEREAS**, the Department of Public Works had two vacant engineering positions that could have impacted project delivery; and,

**WHEREAS**, the City entered into a contract for \$40,000 with Willdan to provide temporary engineering support to keep several projects on schedule until such a time as the vacant engineering positions were filled; and,

**WHEREAS**, the delay in filling the vacant engineering positions required additional consultant support over and above the contracted amount; and,

**WHEREAS**, sufficient funds are available in the Transportation Fund (Fund 446) for this project:

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Folsom authorizes the City Manager to execute contract amendment No. 1 with Willdan in the amount of \$29,820 for staff augmentation consulting services.

**PASSED AND ADOPTED** on this 13th day of November 2007, by the following roll-call vote:

AYES: Council Member(s)

NOES: Council Member(s)

ABSENT: Council Member(s)

ABSTAIN: Council Member(s)

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Andrew J. Morin, MAYOR

ATTEST:

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Christa Schmidt, CITY CLERK