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DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

1391-35TH AVENUE  
SACRAMENTO, CA  
95822-2911

DIVISION OF  
FLOOD CONTROL AND SEWERS

916-449-5271

June 14, 1988

APPROVED  
BY THE CITY COUNCIL

City Council  
Sacramento, California

JUN 14 1988

AG 87295

Honorable Members In Session:

OFFICE OF THE  
CITY CLERK

Subject: NEW FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE STUDY  
(FIS) (WC31) - CONSULTANT SERVICES AGREEMENT

SUMMARY

On April 8, 1988, the Department of Public Works, Flood Control and Sewer Division, requested letters of qualifications from consultants demonstrating their ability to assist the City in reviewing the new Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS). Ten firms submitted their qualifications. Boyle Engineering was selected by the consultant selection panel as having the most responsive qualifications for the FIS review. Brown and Caldwell was selected as the first alternate. It is recommended that the Council approve the attached resolution authorizing the City Manager to negotiate an agreement and the City Manager and City Clerk to execute an agreement not to exceed \$150,000 with the Boyle Engineering Corporation or with Brown and Caldwell should negotiations between the City and Boyle Engineering not be successful.

BACKGROUND

On March 25, 1988, the City of Sacramento, Department of Public Works, requested letters of qualifications from consultants demonstrating their ability to provide consulting services for reviewing the FEMA floodplain remapping work currently being completed by the U.S. Army Corps of Engineers. The requests were distributed to thirteen engineering firms, of which ten firms responded.

The Department of Public Works formed a consultant selection panel to review the ten responses and select the top five firms whose written qualifications most closely matched the expertise needed by the department for the FIS analysis. The selection panel was made up of the following members:

- \* Jean Brown, Chief Floodplain Management Branch, State of California, Department of Water Resources
- \* Jim Dixon, Flood Control Engineer, County of Sacramento
- \* Terry Paxton, Supervising Engineer, City Flood Control & Sewer Division
- \* Bruce Barboza, Associate Engineer, City Flood Control & Sewer Division

The top five firms invited to an oral interview on May 11, 1988 were as follows:

- \* Gill & Pulver
- \* Brown & Caldwell
- \* CH2M Hill
- \* The Spink Corporation
- \* Boyle Engineering

In general, the criteria used to evaluate the consultant's qualifications and oral interview can be summarized as follows:

1. Understanding of the project.
2. Experience of the firm on similar projects.
3. Overall organization of the qualifications.
4. Clearness of oral interview.
5. Prior experience with the hydrologic and hydraulic analysis of the American River Watershed.
6. Project manager qualifications.
7. Resources of the firm to staff additional personnel.

Based on the review of written qualifications and interviews, the selection panel recommends that the Boyle Engineering Corporation be selected for agreement negotiations and that Brown and Caldwell be considered as first alternate should negotiations prove non-productive.

Financial

This consultant services agreement will not exceed \$150,000 and will be charged to the Levee Certification CIP Project (WC31). This project is funded from the Storm Drainage fund (425) and as of 6/1/88 has an available balance of \$198,532. This not to exceed amount of \$150,000 for a consultant FIS review agreement will leave a balance of \$54,000 or more for other levee investigations currently being conducted. The need for additional levee certification funds will be further reviewed as this project proceeds.

Recommendation

It is recommended that the City Council approve the attached resolution which authorizes the City Manager to negotiate an agreement and the City Manager and City Clerk to execute an agreement with the Boyle Engineering Corporation in an amount not to exceed \$150,000.

If, in the judgement of the City Manager, negotiations with Boyle Engineering are not productive, the resolution then authorizes the City Manager to negotiate an agreement with the firm of Brown & Caldwell.

Respectfully submitted,

*Donald M. Dodge*  
Donald M. Dodge  
Deputy Director of Public Works

Recommendation Approved:

*Walter J. Slipe*  
Walter J. Slipe  
City Manager

Approved:

*Melvin H. Johnson*  
Melvin H. Johnson  
Director of Public Works

All Districts  
June 14, 1988

**RESOLUTION No. 88-498**

**Adopted by The Sacramento City Council on date of**

**A RESOLUTION AUTHORIZING THE CITY MANAGER  
TO NEGOTIATE AN AGREEMENT AND AUTHORIZING THE  
CITY MANAGER AND CITY CLERK TO EXECUTE AN  
AGREEMENT FOR ASSISTING THE CITY IN  
REVIEWING THE NEW FEDERAL EMERGENCY MANAGEMENT AGENCY  
FLOOD INSURANCE STUDY (WC31)**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO THAT:**

The City Manager is hereby authorized to negotiate and the City Manager and City Clerk are hereby authorized to execute an agreement with the Boyle Engineering Corporation, Consulting Engineers, in an amount not to exceed \$150,000 for assisting the City in reviewing the new Federal Emergency Management Agency flood insurance study. Should negotiations with Boyle Engineering prove non-productive, the City Manager is authorized to negotiate an agreement as described above with the firm of Brown & Caldwell.

\_\_\_\_\_  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

**APPROVED**  
BY THE CITY COUNCIL

**JUN 14 1988**

**OFFICE OF THE  
CITY CLERK**

September 6, 1988

Boyle Engineering Corporation  
100 Howe Avenue, Suite 250N  
Sacramento, CA 95825

Dear Gentlemen:

On June 14, 1988, the Sacramento City Council adopted Resolution No. 88-498 authorizing the execution of City Agreement #87295, Levee Certification.

Enclosed, for your records, is one fully certified copy of said agreement and authorizing resolution.

Sincerely,

LORRAINE MAGANA, CITY CLERK

JANICE BEAMAN  
Acting Assistant City Clerk

JB/cc/30  
Enclosure

cc: Public Works (Flood Control and Sewer Division)  
Risk Management