

RESOLUTION NO. RES-2022-004

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA WAIVING COMPETITIVE BIDDING, APPROPRIATING FUNDS, AND APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH COOPERATIVE PERSONNEL SERVICES DBA CPS HR CONSULTING

WHEREAS, the Human Resources Department has been severely impacted in the last year with multiple vacancies and the COVID-19 pandemic; and

WHEREAS, the Human Resources Department has been managing the City's COVID-19 testing and policy development in addition to its core responsibilities; and

WHEREAS, the Human Resources Director, researched appropriate alternatives for consulting services needed to assist the Human Resources Department; and

WHEREAS, the Human Resources Director is recommending that Cooperative Personnel Services dba CPS HR Consulting be approved as the consultant to provide professional human resources services; and

WHEREAS, Section 3-08.100(D) of the City Code provides that purchases of supplies, material, equipment and services may be made without recourse to competitive bidding requirements where the source of supply, necessary restrictions in specifications, necessary standardization, quality considerations, or other valid reasons for waiving competition appears; and

WHEREAS, Section 4.1.2 of Council Policy 600-01 (Selection of Professional Services) also provides that Council may waive its RFP procedures if waiver is in the best interests of the City; and

WHEREAS, Council is the award authority for a professional services agreement exceeding \$100,000 and must approve the waiver of competitive bidding; and

WHEREAS, CPS HR Consulting has the expertise to provide these specialized services and the ability to quickly respond to the City's urgent needs. For that reason, the waiver of competitive bidding is in the City's best interests and there are valid reasons for such a waiver.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa approves the Professional Services Agreement with Cooperative Personnel Services dba CPS HR Consulting, in substantially the form attached to this resolution as Exhibit A and made a part of herein, in an amount not to exceed \$105,360, subject to approval as to form by the City Attorney.

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BE IT FURTHER RESOLVED that the Council authorizes the Chief Financial Officer to amend the fiscal year 2020-2021 adopted budget in the Human Resources Department to increase appropriations by \$105,360 from unassigned fund balance within the General Fund.

IN COUNCIL DULY PASSED this 11th day of January, 2022.

AYES: (6) Mayor C. Rogers, Vice Mayor Alvarez, Council Members Fleming, N. Rogers, Sawyer, Schwedhelm

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
City Clerk Mayor

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney

Exhibit A – Professional Services Agreement with Cooperative Personnel Services dba CPS HR Consulting