

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: TERESA STRICKER, CITY ATTORNEY
CITY ATTORNEY'S OFFICE
SUBJECT: SECOND AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT NUMBER F002929 WITH JARVIS FAY LLP FOR
SPECIALIZED LEGAL SERVICES

AGENDA ACTION: MOTION

RECOMMENDATION

The City Attorney and the Transportation and Public Works Department recommend that the Council, by motion, approve the Second Amendment to Professional Services Agreement Number F002029 with Jarvis Fay LLP, Oakland, California to increase compensation by \$50,000 for a total contract amount not to exceed \$150,000 for continued legal advice relating to public works, public contracting and general procurement matters, and authorize the City Attorney to execute the amendment. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

This amendment will allow for continuation of specialized legal services on matters related public works, public contracting and general procurement matters, including, without limitation, the development of front end contract templates for public works projects and advice on contract issues for specific public works projects.

GOAL

This item relates to Council Goal #2 - Invest in the Development and Maintenance of the City's Infrastructure and other core services.

BACKGROUND/PRIOR COUNCIL REVIEW

Effective September 1, 2024, the City entered into Professional Services Agreement Number F002929 (PSA F002929) with Jarvis Fay LLP for specialized legal services to assist with as-needed advice on public works, public contracting and general procurement matters, including, without limitation design build contract and for consultant to prepare front end bid documents for design-bid-build public works projects in the amount of \$50,000.

On May 20, 2025, the City entered into a First Amendment to PSA F002929 to add compensation in the amount of \$50,000, for a total amount not to exceed \$100,000 for continued legal services and to add additional services for public works template design to the scope of services.

ANALYSIS

The City Attorney's Office and Transportation and Public Works recommend further amending PSA F002929 for continued legal services with Jarvis Fay LLP. Under PSA F002929, Jarvis Fay LLP has provided legal services to, among other things, develop front end contract templates for public works projects and advise on contract documents for specific public works projects. These legal services relate to Council Goal #2 – Invest in the Development and Maintenance of the City's Infrastructure – by supporting the City's implementation of public works projects.

Amending PSA F002929 to increase the agreement's not-to-exceed amount by \$50,000 would provide needed additional funds for these legal services. With approval of the Second Amendment, Jarvis Fay LLP would continue to develop or revise front end contract templates for multiple types of City public works contracts and provide key legal support to priority public works contract issues on an as-needed basis.

FISCAL IMPACT

This item has no impact on FY 2025-2026 budget, current budgets within City Attorney's Office and Transportation and Public Works will meet the requirement for appropriations as previously approved by Council. Upcoming budget adoptions in the years FY 2026-2027 will include this expense going forward.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the recommended action is exempt from CEQA pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the recommended action may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT NUMBER
F002929 WITH JARVIS FAY LLP
PAGE 3 OF 3

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Second Amendment to Professional Services Agreement
Number F002929 with Jarvis Fay LLP

PRESENTER(S)

Teresa Stricker, City Attorney
David Hobstetter, Assistant City Attorney