

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: LORI ANN FARRELL, INTERIM CITY MANAGER
SCOTT WAGNER, CHIEF FINANCIAL OFFICER
SUBJECT: FIRST AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT NUMBER F003124 WITH THE LEW EDWARDS
GROUP

AGENDA ACTION: MOTION

RECOMMENDATION

The City Manager's Office and Finance Department recommend that the Council, by motion: 1) approve the First Amendment to Professional Services Agreement Number F003124 with The Lew Edwards Group, Oakland, California, increasing compensation by \$40,750, for a total contract amount not to exceed \$133,500, for continued consultation services; and 2) extend the term end date to December 31, 2026. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The City entered into Professional Services Agreement Number F003124 with The Lew Edwards Group on September 1, 2025, for specialized consultation services in an amount not to exceed \$92,750. To retain services through the end of the calendar year, the City Manager and Chief Financial Officer recommend extending the term end date to December 31, 2026, and approving a First Amendment increasing compensation by \$40,750, for a total contract amount not to exceed \$133,500.

GOAL

This item relates to Council Goal #1 - Achieve and Maintain Budgeting Excellence and Fiscal Stability.

BACKGROUND/PRIOR COUNCIL REVIEW

Not applicable.

ANALYSIS

The City Manager and Chief Financial Officer recommend that Council approve the First Amendment to Professional Services Agreement Number F003124 to increase compensation by \$40,750, for a total contract amount not to exceed \$133,500, and extend the term end date to December 31, 2026. The amendment will allow the City to continue receiving specialized consultation services through the elections process.

FISCAL IMPACT

This item has no impact on the FY 2025-26 budget. Existing appropriations within the City Manager's Office budget are sufficient for this amendment. The Fiscal Year 2026-27 budget 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 the potential to result in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. In the alternative, the action is exempt pursuant to CEQA Guidelines section 15061(b)(3), as it can be seen with certainty that there is no possibility that approval of the amendment may have a significant effect on the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – First Amendment to Professional Services Agreement F003124

PRESENTER(S)

Lori Ann Farrell, Interim City Manager
Scott Wagner, Chief Financial Officer