

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA 1) APPROVING ONE (1) MASTER PROFESSIONAL SERVICES AGREEMENT; 2) AMENDING THE MASTER PROFESSIONAL SERVICES AGREEMENT SCOPE OF SERVICES LIST; 3) DELEGATING AUTHORITY TO CERTAIN STAFF TO EXECUTE THE MASTER PROFESSIONAL SERVICES AGREEMENTS; AND 4) DELEGATING AUTHORITY TO CERTAIN STAFF TO EXECUTE PROJECT WORK ORDERS ISSUED UNDER MASTER PROFESSIONAL SERVICES AGREEMENTS

WHEREAS, the scope and ongoing nature of the City of Santa Rosa's work requires that staff continue to use consultant services; and

WHEREAS, establishing Master Professional Services Agreements (MPSA) streamlines the consultant process and allows Project Work Orders for specific scopes of work; and

WHEREAS, since November 2011, various Council actions approved MPSAs and authorized issuance of Project Work Orders under MPSAs with cumulative not to exceed sums for each fiscal year; and

WHEREAS, staff solicited an open and revitalized Request for Qualifications from consultants on March 6, 2025, with new categories of work and additional language for federal grant requirements; and

WHEREAS, consultant Statement of Qualifications were reviewed and consultants were selected by a Review Board in accordance with City Council Policy 600-01; and

WHEREAS, staff determined that Cinquini & Passarino Inc. and Hogan Land Services did not prequalify under the Land Services category and were not included on the MPSA list for that category; and

WHEREAS, on August 19, 2025 by Resolution No. RES-2025-143, the Council 1) approved ninety-six (96) Master Professional Services Agreements for the twenty-three (23) scopes of services categories provided by the Departments; 2) delegated authority to certain staff to execute the Master Professional Services Agreements; 3) delegated authority to certain staff to execute Project Work Orders issued under Master Professional Services Agreements; and

WHEREAS, subsequent to the approval of Resolution No. RES-2025-143, Cinquini & Passarino Inc. and Hogan Land Services submitted missing documentation for prequalification of services in the Land Surveying category and staff determined that both firms met the requirements.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa approves the Master Professional Services Agreement and the Scope of Services amended to include Hogan Land Services and Cinquini & Passarino Inc. in the Land Surveying category, attached to this resolution as Exhibit B and Exhibit A, and made a part of herein.

BE IT FURTHER RESOLVED authorizes the City Manager or designee to execute the agreements, subject to approval as to form by the City Attorney.

BE IT FURTHER RESOLVED that the Council of the City of Santa Rosa delegates authority to the Director of Transportation and Public Works or delegee to execute and make non-substantive changes to the Project Work Orders under the established Master Professional Services Agreements (attached hereto as Exhibit B) in an amount not-to-exceed \$500,000, with the cumulative sum of all such Project Work Orders not to exceed \$25 million for each Fiscal Year for the term of the agreement.

BE IT FURTHER RESOLVED that the Directors of Transportation and Public Works, Planning and Economic Development, and Santa Rosa Water are authorized to terminate Master Professional Services Agreements.

BE IT FURTHER RESOLVED that the Finance Director is authorized to pay all proper claims for performance of work with the Project Keys designated under each project work order.

IN COUNCIL DULY PASSED this \_\_\_\_ day of \_\_\_\_\_, 2025.

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

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

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

Exhibit A – MPSA Scope of Services

Exhibit B – MPSA Agreement Form