

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DOMINIQUE BLANQUIE, HUMAN RESOURCES DIRECTOR
SUBJECT: SECOND AMENDMENT TO PROFESSIONAL SERVICES
AGREEMENT NUMBER F002775 WITH BURKE, WILLIAMS &
SORENSEN, LLP FOR CONTINUED AS-NEEDED PERSONNEL
AND EMPLOYMENT RELATED LEGAL SERVICES

AGENDA ACTION: MOTION

RECOMMENDATION

The Human Resources Department recommends that the Council, by motion: 1) approve the Second Amendment to Professional Services Agreement Number F002775 with Burke, Williams & Sorensen, LLP, San Francisco, California, increasing compensation by \$100,000, for a total contract amount not to exceed \$200,000, for continued as-needed personnel and related employment legal services; and 2) authorize the City Attorney to execute the agreement. This item will not impact the general fund as services under this agreement will be paid for with appropriated funds in current and future fiscal year budgets.

EXECUTIVE SUMMARY

The City entered into Professional Services Agreement Number F002775 (Agreement) with Burke, Williams & Sorensen, LLP effective November 6, 2023, for as-needed personnel and employment related legal services in an amount not to exceed \$75,000. The Agreement was further amended in July 2025, to increase compensation in the amount of \$25,000 for a total contract amount of \$100,000. The Human Resources Department is bringing this item forward to further amend and increase compensation under the Agreement for an additional \$100,000 for continued legal services.

GOAL

This item relates to City core services.

BACKGROUND/PRIOR COUNCIL REVIEW

Not applicable.

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ANALYSIS

The Human Resources Department recommends that Council approve a Second Amendment to the Professional Services Agreement Number F002775 in an amount of \$100,000 to allow for continued as-needed personnel and employment-related legal services matters, for a total contract amount not to exceed \$200,000.

FISCAL IMPACT

This item has no impact on FY 2025-2026 budget. Current budgets within various department budgets will meet the requirement for appropriations as previously approved by Council. Upcoming budget adoptions in the years FY 2026-2027 and FY 2027-2028 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 consists of an amendment to a professional services agreement for legal services and would not result in a direct or reasonably foreseeable indirect physical change in the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Second Amendment to Professional Services Agreement F002775

PRESENTER(S)

Dominique Blanquie, Human Resources Director