



STAFF REPORT

AGENDA NO: 9d

MEETING DATE: February 17, 2026

To: Honorable Mayor and City Council

Date: February 17, 2026

From: Maria Saguisag-Sid, Human Resources Director – (650) 558-7209

Subject: Adoption of a Resolution Authorizing the City Manager to Execute Amendment No. 1 to the Professional Services Agreement with Kramer Workplace Investigations to Increase the Maximum Compensation Amount from \$20,000 to \$50,000 and Extend the Term; and Increasing the Human Resources Department General Fund Budget by \$50,000

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute Amendment No. 1 to the Professional Services Agreement (“Amendment No. 1”) with Kramer Workplace Investigations to increase the Maximum Compensation from \$20,000 to \$70,000 and extend the term to December 31, 2026, for personnel investigation services. Staff also recommends the City Council authorize increasing Human Resources Department’s General Fund budget by \$50,000.

BACKGROUND

The City has contracted with Kramer Workplace Investigations over the past few years to assist the Human Resources Department in investigating employee complaints and allegations of employee misconduct. On September 23, 2025, the City executed a new Professional Services Agreement (“Agreement”) with Kramer Workplace Investigations to investigate several employees’ complaints. This investigation is currently ongoing and is expected to be completed over the next couple of weeks. The Agreement provides for a Maximum Compensation of \$20,000, with a term expiring in January 2026.

DISCUSSION

This most recent engagement of services with Kramer Workplace Investigations resulted in several interviews that exceeded the original scope of the investigation. In order to continue the due diligence work of investigating employee concerns and allegations of misconduct, staff is requesting to amend the Agreement with additional funds and an extension of the term to December 31, 2026. As mentioned earlier, the City has used Kramer Workplace Investigations in the past, and due to the accumulation of fees paid to the Consultant, the proposed funds needed going forward exceed the City Manager’s authority and require City Council approval.

FISCAL IMPACT

The total fiscal impact for the proposed amendment is \$50,000. This amount will cover the current investigation (estimated at \$36,000) and an additional investigation that may be initiated in the near future.

Exhibits:

- Resolution
- Amendment No. 1
- September 2025 Agreement