

RESOLUTION NO. 139-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH BERGDAVIS PUBLIC AFFAIRS TO PROVIDE PUBLIC ENGAGEMENT SERVICES RELATED TO 501 PRIMROSE ROAD, TO EXPAND THE SCOPE OF SERVICES AND INCREASE THE NOT-TO-EXCEED AMOUNT BY \$50,000, FOR A TOTAL OF \$124,250, AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ADDITIONAL AMENDMENTS

WHEREAS, in February 2025, City Council authorized the City Manager to negotiate and execute a Lease Agreement, Purchase and Sale Agreement, and Tenant Improvement Agreement for the building located at 1440 Chapin Avenue to serve as the new City Hall (Resolution No. 015-2025); and

WHEREAS, tenant improvements for 1440 Chapin Avenue are expected to begin in early 2025 and be completed by August 2025; and

WHEREAS, after the City moves to the new City Hall, the City will have the opportunity to rethink how the site of the existing City Hall is used; and

WHEREAS, the City interviewed three consultants to assist with the public engagement process for the existing City Hall site; and

WHEREAS, the City selected BergDavis Public Affairs (BergDavis) to complete the public engagement work, due to their experience with communications for other public entities' major projects; and

WHEREAS, BergDavis has completed press releases, social media posts, eNews articles, letters, postcards, and presentations asking the public to share feedback regarding future usage of the existing City Hall site; and

WHEREAS, BergDavis created a survey that was completed by almost 550 residents, business owners, and other local stakeholders, and after completion of the survey, BergDavis, staff, and the City Council hosted an in-person community workshop and a virtual community workshop to share survey results and gather additional feedback; and

WHEREAS, the survey provided valuable insight into public opinion, but residents under the age of 45 and renters were underrepresented among respondents; and

WHEREAS, staff is pleased with the work performed by BergDavis to date and desires to retain BergDavis to complete additional public engagement work related to the existing City Hall site.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGAME RESOLVES AS FOLLOWS:

The City Manager is authorized to negotiate and execute a First Amendment to the Professional Services Agreement with BergDavis Public Affairs, substantially in the form attached hereto, to complete additional public engagement services, for an amount not-to-exceed \$124,250, and to expand the scope of services. Further, the City Manager is authorized to negotiate additional amendments to the Professional Services Agreement, except that the City Council must approve any amendments that increase the not-to-exceed amount.

Peter Stevenson, Mayor

I, Meaghan Hassel Shearer, City Clerk of the City of Burlingame, certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 1st day of December, 2025, and was adopted thereafter by the following vote:

AYES:	COUNCILMEMBERS: Brownrigg, Colson, Pappajohn, Stevenson, Thayer
NOES:	COUNCILMEMBERS: None
ABSENT:	COUNCILMEMBERS: None

Meaghan Hassel Shearer, City Clerk