



City Council Staff Report

Subject: Robbins and Holdaway Contract Amendment No. 3

Date: August 12, 2025

Submitted By: Elizabeth Sorg, Assistant to the City Manager
Andrew Keys, Assistant City Manager

Department: City Manager's Office

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin Approving and Authorizing the City Attorney to Execute Amendment No. 3 to the Agreement Between the City of Rocklin and Robbins and Holdaway for Legal Services.

Background:

On March 16, 2022, the City entered into a contract with Robbins and Holdaway to provide legal services related to affordable housing. Robbins and Holdaway has been primarily legal counsel for the Pacific Street Apartments project, having drafted the Affordable Housing Agreement currently in place and providing legal advice throughout the tenure of the Agreement. Two amendments to the original contract increased the not to exceed amount for affordable housing legal services to provide advice on additional affordable housing developments. Currently, Robbins and Holdaway provides services for the Pacific Street Apartments, USA affordable senior housing and the Quarry Row projects.

Community Housing Works (CHW) has secured the final 9% tax credits needed to finance the Pacific Street Apartments project, and additional legal services are needed to draft the updated Affordable Housing Agreement with CHW to finalize the project. The Resolution attached to this staff report (Attachment 1) authorizes the City Attorney, who serves as the City's purchasing officer for all legal services contracts pursuant to Rocklin Municipal Code 3.04.050, to sign Amendment No. 3, which will increase the not to exceed amount of the contract to \$150,000, authorize staff to approve payment for invoices submitted by the firm that are accepted and approved by staff for legal services satisfactorily rendered to date, and extend the term of the contract to March of 2027.

Fiscal Impact:

There is no impact to the General Fund. Contract costs will be paid from the Low and Moderate Income Housing Asset Fund (270).

ATTACHMENTS:

1. Resolution
2. Resolution Exhibit A - Contract Amendment
3. Executed Robbins & Holdaway Contract with Amendments No. 1 and No. 2