



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 10/15/2024

ITEM NO: 6

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DATE: October 10, 2024  
TO: Mayor and Town Council  
FROM: Katy Nomura, Interim Town Manager  
SUBJECT: Authorize the Town Manager to Execute a First Amendment to the Agreement for Services with Sequoia Ecological Consulting Inc. for an Adjusted Contract Amount of \$231,355 for Vegetation Management – Townwide Open Spaces Project (CIP No. 832-4508)

**RECOMMENDATION:**

Authorize the Town Manager to execute a First Amendment (Attachment 1) to the Agreement for Services with Sequoia Ecological Consulting, Inc. (Sequoia) for an adjusted agreement amount of \$231,355 for Vegetation Management – Townwide Open Spaces Project (CIP No. 832-4508).

**BACKGROUND:**

On August 6, 2024, Town Council authorized the Town Manager to execute an agreement with Sequoia in the amount of \$181,165 to provide environmental management and compliance services for vegetation management in Town owned open space areas.

**DISCUSSION:**

Staff has commenced work with Sequoia and, in doing so, has identified additional environmental compliance tasks that were not known at the time of the Request for Proposal for environmental services. These tasks are critical to comply with the Project Specific Analysis to the Addendum to the Program Environmental Impact Report (PEIR) of the California Vegetation Treatment Program (CalVTP).

In preparing this amendment staff identified a \$1,000 discrepancy between the original contract amount and the bid proposal submitted by Sequoia. This amendment adjusts the original agreement base price to coincide with the bid proposal submitted by Sequoia.

**PREPARED BY:** Nicolle Burnham  
Parks and Public Works Director

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Reviewed by: Interim Town Manager, Town Attorney, and Finance Director

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CONCLUSION:

Approving this amendment will allow Sequoia to support staff in implementing the open space vegetation management/wildfire risk reduction work that is planned for fall 2024 and spring 2025.

FISCAL IMPACT:

The fiscal table below reflects the budget for Phase 2 of this project, including the requested FEMA Hazard Mitigation Grant Program funds.

<b>Vegetation Management - Town-wide CIP No. 832-4508</b>		
	<b>Budget</b>	<b>Costs</b>
<b>Phase 2 - Source of Funds</b>		
GFAR	\$ 530,448	
FEMA Hazard Mitigation Grant	\$ 1,627,320	
<b>Total Budget</b>	<b>\$ 2,157,768</b>	
		<b>Costs</b>
<b>Phase 2 - Expenditures</b>		
Previously Authorized Consultant Services Agreement with Sequoia Ecological Consulting		\$ 181,165
Amended increase to original Agreement (Requested with this Staff Report)		\$ 1,000
First Amendment to Consultant Services Agreement with Sequoia Ecological Consulting (Requested with this Staff Report)		\$ 49,190
Contractor Services for Vegetation Management (Subject to Another Staff Report on 10-15-24)		\$ 1,513,712
Contractor Services 20% Contingency for Vegetation Management (Subject to Another Staff Report on 10-15-24)		\$ 302,742
<b>Total Expenditures</b>		<b>\$ 2,047,809</b>
<b>Total Project Balance</b>		<b>\$ 109,958</b>

ENVIRONMENTAL ASSESSMENT:

The Project Specific Analysis and Addendum concluded that all the effects of the proposed project: (a) have been covered in the CalVTP PEIR; and (b) all applicable Standard Project Requirements and mitigation measures identified in the CalVTP PEIR will be implemented.

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The proposed project is, therefore, within the scope of the CalVTP PEIR. A Notice of Determination has been submitted to the County of Santa Clara.

Attachments:

1. First Amendment to Agreement for Consulting Services with Sequoia Ecological Consulting Inc., including Exhibit A – Additional Services Scope, and Exhibit B – Original Agreement and Scope of Services