



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 09/02/2025

ITEM NO: 3

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DATE: August 29, 2025  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Authorize the Town Manager to Execute the First Amendment to the Agreement for Services with New Image Landscaping, Co. to include the Median Island Landscape Maintenance in Front of the North 40 Phase I.**

**RECOMMENDATION:** Authorize the Town Manager to execute the First Amendment to the Agreement for Services (Attachment 1) with New Image Landscaping Co. to add landscape maintenance of the median islands created from the North 40 Phase I project, increasing the total agreement amount from \$846,923 to \$854,378.

**FISCAL IMPACT:**

The total fiscal impact includes a one-time fee of \$2,280 and a prorated annual cost of \$1,035 for services through Fiscal Year 2025/26. The remaining three contract years will have a fiscal cost of \$1,380 per year. The total cost of the proposed amendment is \$7,455, resulting in a total agreement not to exceed amount of \$854,378. The adopted FY 2025-26 Parks and Public Works operating budget Parks Service Program 5301 includes sufficient expenditure appropriations (1115301-63363) to cover the amended contract costs. Funding for subsequent fiscal years will be subject to future budget approvals.

FISCAL YEAR	FISCAL IMPACT
2025/2026	\$3,315.00
2026/2027	\$1,380.00
2027/2028	\$1,380.00
2028/2029	\$1,380.00

**PREPARED BY:** Tyler Thomas  
Superintendent

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

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PAGE 2 OF 3

SUBJECT: First Amendment to Agreement with New Image Landscaping

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STRATEGIC PRIORITY:

This maintenance to median islands supports the Core Goal of **Quality Public Infrastructure**. Maintenance is a key facet of ensuring Town infrastructure is well kept, safe, and long lasting.

BACKGROUND:

On March 1, 2024, the Town entered into a five-year agreement for services with New Image Landscape Co. for landscape services in parks and median islands throughout Town (Attachment 2). The annual amount of services was set at \$158,798 and the total agreement was not to exceed amount of \$846,923 through June 30, 2029. This agreement covers mowing, medians island maintenance, and landscape and lighting district services. The proposed amendment expands the scope to include two new median islands adjacent to Phase I of the North 40 Project. In June of 2023 a certificate of completion and certificate of acceptance for landscaping in the median islands was issued to the site developer. After acceptance the developer maintained the islands and the Town must now take over this maintenance within the public right of way.

DISCUSSION:

The current landscape maintenance agreement does not include ongoing maintenance for two median islands that were installed as part of Phase I of the North 40 development. In order the ensure that all Town median islands are consistently maintained, it is staff's recommendation to add the two median islands to the existing landscape maintenance contract. In order to effectuate a seamless transition, staff recommends approving a one-time fee of \$2,280 to allow the contractor to fully assess the islands, cleanup overgrown vegetation, and prepare the islands to enter into the landscaping rotation. Staff considered waiting to add these locations until the next contract cycle while performing the work with in-house resources, but due to the amount of work required on each island staff would not be able to take on the additional workload. Following the initial cost, the cost of adding the two median islands will be prorated in FY 25/26 with a cost of \$1,035. The remaining three years of the contract will have an annual cost of \$1,380.

CONCLUSION:

By approving the proposed amendment to the current landscape maintenance agreement, two median islands constructed by and adjacent to the Phase 1 North 40 development will be added to the existing agreement and New Image Landscape Co. will begin maintenance starting October 1, 2025.

ENVIRONMENTAL ASSESSMENT:

PAGE 3 OF 3

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This is not a project defined under CEQA, and no further action is required.

Attachments:

1. First Amendment to Agreement for Services with New Image Landscaping Co.
2. Original Agreement