



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 06/17/2025

ITEM NO: 8

DATE: June 12, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Authorize the Town Manager to Execute a Five-Year Agreement for Consultant Services with West Valley Community Services for Comprehensive Emergency Assistance Program (CEAP) Services in an Amount Not to Exceed \$15,000 Annually for a Total Amount of \$75,000 Over the Five-Year Term of the Agreement.

RECOMMENDATION:

Authorize the Town Manager to execute an Agreement for Consultant Services with West Valley Community Services for Comprehensive Emergency Assistance Program (CEAP) services in an amount not to exceed \$15,000 annually for a total not to exceed amount of \$75,000 over the five-year term of the agreement.

STRATEGIC PRIORITIES:

This project supports the Core Goal of **Civic Engagement**. Through financial assistance and crisis intervention, WVCS delivers stability and support to families and individuals in crisis.

FISCAL IMPACT:

Sufficient funds are included in the proposed FY2025/26 Operating Budget, program 1201 (Non-Departmental).

BACKGROUND:

The Town first contracted with West Valley Community Services (WVCS) to administer the CEAP in 2011. Through financial assistance and crisis intervention, WVCS delivers stability and support to families and individuals in crisis. WVCS will support low- and extremely low-income

PREPARED BY: Name: Tania Maheu
Title: Administrative Analyst

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Community Development Director

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families living in Los Gatos through this grant. The funding will be used to prevent eviction, provide rapid rehousing, and avoid utility shut-offs. These services have been provided under a service agreement which expires June 30, 2025. In the past, the Town's Community Grant program has also provided additional funds to WVCS to provide these and additional services.

DISCUSSION:

The original 2011 Agreement was for a one-year term at \$13,000 per year, totaling \$13,000; subsequent amendments increased the rate to the current annual rate of \$15,000. WVCS is a sole source provider and has provided quality services to the Town's residents in this capacity for the last 14 years. A draft WVCS Agreement is included as Attachment 1.

CONCLUSION:

Staff recommends that the Council authorize the Town Manager to execute an Agreement for Consultant Services with West Valley Community Services for Comprehensive Emergency Assistance Program (CEAP) services in an amount not to exceed \$15,000 annually and \$75,000 over the five-year term of the agreement.

COORDINATION:

The draft agreement was prepared in coordination with the Town Attorney.

ENVIRONMENTAL ASSESSMENT:

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

ATTACHMENT:

1. Draft West Valley Community Services Agreement (includes Exhibit A, Proposed Scope of Services)