



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 02/18/2025

ITEM NO: 8

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**DATE:** February 13, 2025  
**TO:** Mayor and Town Council  
**FROM:** Chris Constantin, Town Manager  
**SUBJECT:** Authorize the Town Manager to Execute a Fifth Amendment to the Agreement for Services with St. Francis Electric, Inc. for Traffic Signal and Streetlight Maintenance, and Underground Service Alert Locating Services to Increase the Contract Amount of \$90,000, for a Total Agreement Amount Not to Exceed \$1,098,948; and Amend the Rate Schedule

**RECOMMENDATION:**

Authorize the Town Manager to execute a fifth amendment to the agreement for services (Attachment 1) with St. Francis Electric, Inc. for Traffic Signal and Streetlight Maintenance, and Underground Service Alert Locating Services to increase the contract amount of \$90,000, for a total agreement amount not to exceed \$1,098,948; and amend the Rate Schedule.

**BACKGROUND:**

The Town of Los Gatos contracts services for the routine maintenance and repair of traffic signals and streetlights, and underground utility locating services relating to the electric services within the Town's jurisdiction. Traffic signal and streetlight contract services include repairs and upgrades on an as-needed basis, periodic inspections, testing of the equipment, and lamp replacements. Underground utility locating services involve responding to Underground Service Alert (USA) requests to identify and mark the Town's underground infrastructure at construction sites prior to any digging operations. Staff has determined that contractual services are the most cost-effective delivery method due to the technical expertise and specialty equipment required for this work.

Following competitive solicitation, on September 15, 2020, the Town Council authorized the execution of a five-year Agreement for Services (FY 2020/21 through FY 2024/25) with St. Francis Electric, Inc. to provide traffic signal and streetlight repair and maintenance and USA locating services for a total agreement amount not to exceed \$675,000 (\$135,000 per year).

**PREPARED BY:** Mike Vroman  
Senior Traffic Engineer

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

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SUBJECT: Fifth Amendment to the Agreement for Services with St. Francis Electric, Inc.

DATE: February 13, 2025

On August 3, 2021, the Town Council authorized a first amendment to the Agreement for an increase of \$8,567 for FY 2020/21 to cover the cost overage from a high number of USA requests received for various development and Town capital improvement projects for a total agreement amount not to exceed \$683,567.

On March 15, 2022, the Town Council authorized a second amendment to the Agreement for an increase of \$67,000 for FY 2021/22 to cover cost overages for routine and response maintenance and USA requests; and an increase of \$50,000 per year to the base compensation of the agreement (\$150,000 total) for remaining three fiscal years. This resulted in a total agreement amount of \$900,567.

On May 12, 2023, the Town Council authorized a third amendment to the Agreement for an increase of \$53,381 for FY 2022/23 to cover cost overages for response repair and maintenance services. This resulted in a total agreement amount of \$953,948.

On May 7, 2024, the Town Council authorized a fourth amendment to the Agreement for an increase of \$55,000 for FY 2023/24 to cover cost overages for response repair and maintenance services. This resulted in a total agreement amount of \$1,008,948.

The table below depicts the original contract and amendment amounts, increasing the total five-year contract amount not to exceed \$1,098,948.

Original Contract	\$675,000	Original Five-Year Agreement
First Amendment	8,567	For FY20/21 Services
Second Amendment	67,000 150,000	For FY 2021/22 Services and For FY 2022/23 to FY 2024/25 Base Services
Third Amendment	53,381	For FY 2022/23 Services
Fourth Amendment	55,000	For FY 2023/24 Services
Fifth Amendment (Proposed)	90,000	For FY 2024/25 Services
<b>Total</b>	<b>\$1,098,948</b>	----

DISCUSSION:

The service needs and resulting costs each fiscal year depend on the number of traffic signal and streetlight repair and maintenance calls and USA requests. The budget for response repair and maintenance services has been exhausted for this fiscal year. The Town encountered numerous traffic signal, streetlight, and radar speed feedback sign repair issues during this current fiscal year due to maintaining our aging infrastructure. Staff also installed accessible

pedestrian systems/signals (APS) at Los Gatos Boulevard/Blossom Hill Road and Blossom Hill Road/Camellia to support the needs of nearby residents.

This fifth amendment proposes an additional \$50,000 for the maintenance repairs needed for the remainder of FY 2024/25. Staff is also requesting an additional \$40,000 to furnish and install battery backup systems at Los Gatos Boulevard/Blossom Hill Road and Blossom Hill Road/Cherry Blossom Lane intersections to enhance safety and facilitate traffic flow during power outages. Blossom Hill Road/Cherry Blossom Lane was selected based on the complexity of the intersection, and proximity to a fire station. The Los Gatos Boulevard/Blossom Hill intersection was selected since it is one of the major intersections along the Town's arterial network. Additional significant locations will be identified in the future for battery backup installations as funds allow.

CONCLUSION:

Staff recommends Town Council authorization of the fifth contract amendment to allow St. Francis Electric to continue providing the contract services in FY 2024/25 and to allow for the installation of two battery backup systems. This service is scheduled for bidding in spring 2025 and staff expects this will be the last amendment to this agreement.

COORDINATION:

This report was coordinated with the Finance Department.

FISCAL IMPACT:

There are sufficient funds available in the FY2024/25 Parks and Public Works Street Program Operating Budget for the contract amendment (5401-63364).

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Fifth Amendment to Agreement for Services with St. Francis Electric, Inc. with Exhibit A – Agreement Amendments in Reverse Chronological Order and the Original Agreement, and Exhibit B - 2024/2025 Rate Schedule Increase