



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 08/16/2022

ITEM NO: 5

DATE: August 11, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize a Budget Adjustment in the Amount of \$15,480 to Cover the Additional Work for Rincon Consultants, Inc. as Proposed by Mintier Harnish for a Not To Exceed Total of \$319,562.

RECOMMENDATION:

Authorize a budget adjustment in the amount of \$15,480 to cover the additional work for Rincon Consultants, Inc. as proposed by Mintier Harnish for a not to exceed total of \$319,562.

BACKGROUND:

On July 9, 2018, the Town Council authorized the Town Manager to enter into an Agreement with Mintier Harnish for the preparation of the General Plan update and Environmental Impact Report (EIR). Rincon Consultants, Inc. is one of the subconsultants for the General Plan update specifically tasked with preparing the EIR.

The term of the original Agreement that was executed had an expiration date of July 31, 2020. On August 1, 2020, the Town approved a First Amendment to the Agreement to extend the term expiration to July 31, 2021.

On August 1, 2021, the Town approved a Second Amendment to the Agreement to extend the term expiration to March 31, 2022.

On April 1, 2022, the Town approved a Third Amendment to the Agreement to extend the term expiration to August 31, 2022.

PREPARED BY: Jennifer Armer, AICP
Planning Manager

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

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SUBJECT: Mintier Harnish Scope and Budget Amendment

DATE: August 11, 2022

DISCUSSION:

Staff is requesting a budget adjustment in the amount of \$15,480 to cover the cost for additional work by Rincon Consultants, Inc. This additional work was needed to finalize the Final EIR for Town Council consideration with the 2040 General Plan.

CONCLUSION:

Staff recommends that the Town Council authorize a budget adjustment in the amount of \$15,480 to cover the cost for the additional work for Rincon Consultants, Inc. as identified by Mintier Harnish.

COORDINATION:

This report was coordinated with the Town Manager's Office, Town Attorney's Office, and Finance Department.

FISCAL IMPACT:

Funding for the General Plan update, including this budget amendment, come from the General Plan Update Fund. Sufficient funds are available in this account.

ENVIRONMENTAL ASSESSMENT:

Environmental review is not required for this agreement as it is not a project defined by the California Environmental Quality Act (CEQA).

Attachments:

1. Third Amendment to Mintier Harnish Agreement