



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 11/02/2026

ITEM NO: 4

DATE: November 2, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Execute an Agreement for Professional Services with Whitlock & Weinberger Transportation, Inc. dba W-Trans, for Traffic Engineering Support, at an Amount Not to Exceed \$125,000.**

RECOMMENDATION: Authorize the Town Manager to execute an Agreement for Professional Services with Whitlock & Weinberger Transportation, Inc. dba W-Trans for Traffic Engineering Support, at a not to exceed amount of \$125,000.

FISCAL IMPACT:

The recommended action would result in expenditures of up to \$125,000 in FY 2026-27 for traffic engineering staff augmentation services. Sufficient funding is available in the FY 2026-27 Adopted Operating Budget Town Engineering Program. No budget adjustment is required. The agreement will expire on June 30, 2027; therefore, there is no future fiscal year impact.

STRATEGIC PRIORITY:

This item supports the Town's Strategic Priority to implement transportation demand management and traffic calming efforts to mitigate traffic congestion where possible, while ensuring safety for all users. This item also supports the Core Goal of Quality Public Infrastructure.

BACKGROUND:

The Engineering Division is responsible for a wide range of traffic engineering activities, including responding to traffic concerns in 311, reviewing development projects, evaluating

PREPARED BY: Gary Heap
Town Engineer

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Administrative Services Director, and Parks and Public Works Director

traffic control devices, conducting traffic studies, and supporting transportation planning and capital improvement projects. The traffic engineering staff within Engineering has experienced increased workload and demand in recent years. The existing staffing is not adequate to meet the increasing demand.

In 2023, the Parks and Public Works Department issued a Request for Qualifications (RFQ) to supplement its in-house resources and establish an on-call consultant list for Engineering and Design Support Services. The RFQ solicited firms across multiple engineering disciplines, including traffic engineering services. Firms with experience providing municipal traffic engineering services were invited to submit qualifications for consideration. Responses were received from several firms and evaluated based on qualifications, experience, technical expertise, staffing resources, responsiveness, and familiarity with California municipal requirements.

On February 20, 2024, the Town Council approved the On-Call Consultants List for Engineering and Design Support Services.

DISCUSSION:

On August 21, 2026, staff issued a Request for Proposal (RFP) to the firms prequalified in 2024 to provide traffic engineering support services. The request was distributed to all qualified Traffic Engineering firms listed in the Town's on-call list for engineering and support services. Two firms, Whitlock & Weinberger Transportation, Inc. (W-Trans) and TJKM submitted proposals. Staff conducted interviews with the two firms and selected W-Trans based on their similar experience providing municipal traffic engineering staff augmentation services, for their availability, and for the qualifications of the staff that they proposed to provide for this assignment. The recommended \$125,000 contract amount is expected fund various traffic related services through the remainder of the fiscal year at the hourly rates from the proposal. The contract amount reflects the funding available within PPW from vacancy savings in the engineering team.

PPW Staff and the Human Resources Director conferred with the Town Employee Association (TEA) leadership regarding the provisions of this agreement, and TEA has no objection to this agreement.

CONCLUSION:

Staff recommends the Town Council authorize the Town Manger to execute an Agreement for Professional Services with W-Trans for Traffic Engineering Support.

PAGE 3 OF 3

SUBJECT: Agreement with W-Trans for In-House Traffic Engineering Staff Support Services

DATE: November 2, 2026

COORDINATION:

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

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Professional Services Agreement – W-Trans