



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/01/2026

ITEM NO: 8

DATE: September 1, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Execute a Consultant Agreement for Executive Recruitment Services with Bob Murray & Associates in an Amount Not to Exceed \$29,900**

RECOMMENDATION: Authorize the Town Manager to execute a consultant agreement for executive recruitment services with Bob Murray & Associates in an amount not to exceed \$29,900.

FISCAL IMPACT:

Approving the agreement for executive recruitment services will result in an expenditure of up to \$29,900. Sufficient funds are included in the FY 2026–27 Operating Budget within the Human Resources budget to fund the recruitment services. No additional appropriation or budget transfer is required as a result of this action.

This is a one-time recruitment expense and is not expected to result in an ongoing or recurring fiscal impact in future fiscal years.

STRATEGIC PRIORITY:

This item is not related to a strategic priority.

BACKGROUND:

The Town was recently informed of the Town Attorney's intent to retire from Town service in November 2026. Town Council has directed staff to conduct an executive recruitment for a new Town Attorney with the assistance of an executive recruiting firm, to ensure that the most

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Human Resources Director

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

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qualified applicants from a targeted search are located to apply. The Town conducted a Request for Qualifications (RFQ) process and received two responses. Upon review of the proposals and based on Bob Murray's excellent reputation and extensive experience providing public sector executive recruitment services specifically for City Attorney positions, the firm was selected to manage the Town's upcoming Town Attorney recruitment, including advertising, candidate outreach, interview assistance, and selection services.

DISCUSSION:

The candidate pool for executive level positions is typically smaller, so it is not unusual for public sector agencies to outsource these recruitment processes to executive recruitment search firms. Based on the necessary qualifications for a Town Attorney, the pool of qualified applicants is more limited. Because executive search firms focus solely on recruitment, they have a vast number of contacts. They also have the resources and relationships to proactively contact candidates that may not be actively searching for a new opportunity and encourage those candidates to compete in a specific recruitment process.

CONCLUSION:

Based on the Town's recent successful RFQ process and solid reputation of Bob Murray & Associates to successfully fill executive level recruitments, staff requests authorization for the Town Manager to execute an agreement for services in an amount not to exceed \$29,900 for this recruitment.

COORDINATION:

This memorandum has been coordinated with the Town Attorney's Office and the Administrative Services Department.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Agreement for Consultant Services – Bob Murray & Associates
2. Exhibit A – Scope of Services