



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 02/17/2026

ITEM NO: 6

DATE: February 17, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Execute an Amendment to an Agreement for Downtown Garbage and Recycling Services with Universal Site Services to Amend the Scope of Services and Increase the Total Agreement Amount by \$2,056.76**

RECOMMENDATION: Authorize the Town Manager to execute the First Amendment to the Agreement for Services with Universal Site Services to amend the scope of services and increase the total agreement base amount by \$2,056.76 for a total base amount of \$217,026.66.

FISCAL IMPACT:

Approval of the First Amendment will increase the total agreement base amount for downtown garbage and recycling services with Universal Site Services from \$214,969.90 to \$217,026.66, an increase of \$2,056.76 over the remaining term of the agreement.

The increase is attributable to (1) the addition of six (6) garbage receptacles in the Northside Lot with once-per-week Saturday service, (2) the application of the 2026 Consumer Price Index (CPI) adjustment effective January 1, 2026, as provided for in the original agreement, and (3) unforeseen services for day porter services associated with Town events.

There are sufficient funds in the Town's Adopted 2025-2026 Operating Budget for Parks and Public Works Environmental Services (1115302-63367) to support the contract increase.

PREPARED BY: Shirley Ng
Environmental Program Specialist

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

PAGE 2 OF 3

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Services with Universal Site Services

DATE: February 17, 2026

STRATEGIC PRIORITY:

The actions in this report support the Core Goal of Quality Public Infrastructure to ensure downtown garbage collection and recycling are maintained to meet the service needs of the Town.

BACKGROUND:

The Town of Los Gatos has utilized contract services to provide enhanced downtown garbage collection and recycling on the weekends since August 2015, with the original agreement for this service ending in 2022.

In 2022, a Request for Proposals (RFP) was issued to select a vendor to continue service of the Town's downtown receptacles. This service supplements the collection three days per week by West Valley Collection and Recycling.

On August 2, 2022, the Town Council authorized a four-year Agreement for Universal Site Services valued at \$214,969.90 prior to future CPI adjustments. The Agreement included a base amount plus costs for special as-needed services and unforeseen services.

Implementation of the current service model of contracted recycling, pizza box receptacles, and enhanced trash hauling on weekends in the downtown, combined with an increase in recycling receptacles, has significantly decreased the incidents of overflowing trash cans with a corresponding decrease to the amount of waste going to the landfill. Staff continue to increase the number of recycling receptacles to meet the needs of the downtown, with the ultimate goal of completing one-to-one receptacle pairings. Currently, the service includes 61 trash receptacles paired with 50 recycling receptacles.

In addition to collection, Universal Site Services provides cleaning services of the receptacles. The receptacle design leads to soiled surfaces, which have historically been a nuisance downtown.

DISCUSSION:

As the original agreement comes to its end, the total contract amount will be exceeded due to CPI increases and the addition of services. On February 1, 2025, staff added six (6) additional garbage receptacles in the Northside Lot for an additional once-a-week service. This service increased the cost of the Town's monthly services. Beginning January 1, 2026, services are amended to include unforeseen day porter cleaning and collection services associated with Town events at a rate of \$55 per hour per service up to \$600. The additional services combined with the CPI increases over the life of the agreement have resulted in the total agreement amount valued at \$217,026.66, an increase of \$2,056.76 over the original agreement amount.

PAGE 3 OF 3

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Staff intend to either rebid this supplemental trash collection service in spring 2026 or ask the Town's franchise trash hauler to provide this service in the future.

CONCLUSION:

Authorize the Town Manager to execute an amendment to the agreement for services with Universal Site Services in scope and total agreement valued at \$217,026.66.

ENVIRONMENTAL ASSESSMENT:

This is not a project as defined under CEQA.

Attachments:

1. First Amendment to Agreement for Services with Exhibit A
2. Original Agreement for Services