



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 06/02/2020

ITEM NO: 13

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DATE: May 28, 2020  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Authorize the Town Manager to Execute an Agreement with SWCA Environmental Consultants in the Amount of \$199,828

**RECOMMENDATION:**

Authorize the Town Manager to execute an agreement with SWCA Environmental Consultants in the amount of \$199,828.

**BACKGROUND:**

The Town Council has identified wildfire mitigation through vegetation management as a strategic priority. This project identifies at risk roadsides, parks, and open spaces as areas for the Town to implement vegetation management. Staff has applied for a grant to fund the work in the Town's open spaces through the Federal Emergency Management Agency (FEMA). The FEMA grant request is still under review with no anticipated date for notification. The roadside vegetation management work will be self-funded by the Town.

Due to the potential for environmental impacts, it is important for the Town to have a solid plan and environmental review prior to implementation. This review will also create the specifications that are used for bidding the work as well as a long-term maintenance plan.

During the preliminary budget discussions at the Town Council meeting on May 19, 2020, the Council directed staff to prioritize the vegetation management program to begin work as early as possible this year ahead of the fire season.

**PREPARED BY:** Matt Morley  
Parks and Public Works Director

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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DISCUSSION:

On March 9, 2020 staff released a request for proposals (RFP) for development of a plan for vegetation management. The Town received six submittals to the RFP and through evaluation of the submittals and interviews, recommends SWCA Environmental Services.

SWCA has committed to producing the plan in two stages to allow for advancing the roadside vegetation management project independent of the work in the open spaces. This will provide environmental clearance and a project scope by the end of July and allow for bidding and implementing the first phase of work later this year.

As the consultant develops the plan, staff and the consultant will lead a community outreach effort to discuss the recommendations and options with potentially affected and interested residents.

CONCLUSION:

Awarding this agreement will allow the Town to develop a comprehensive wildfire vegetation management plan.

COORDINATION:

This report has been coordinated with the Town Attorney.

FISCAL IMPACT:

Funding for this project is included in the Fiscal Year 2019/20 Capital Improvement Program.

<b>Vegetation Management - Town - wide</b>		
<b>Project 832-4508</b>		
	<b>Budget</b>	<b>Costs</b>
GFAR	\$ 500,707	
<b>Total Budget</b>	<b>\$ 500,707</b>	
Consultant Services		\$ 199,828
<b>Total Expenditures</b>		<b>\$ 199,828</b>
<b>Remaining Balance</b>		<b>\$ 300,879</b>

PAGE 3 OF 3

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ENVIRONMENTAL ASSESSMENT:

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

Attachment:

1. Consultant Agreement with SWCA