



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 06/16/2026

ITEM NO: 4

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DATE: June 11, 2026  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Authorize the Town Manager to Execute a Five-Year Agreement for Software Services with TruePoint Solutions - DigEplan (LCT Software) DBA GovPath for Electronic Plan Review Services in an Amount Not to Exceed \$155,183.28 Over the Life of the Agreement**

**RECOMMENDATION:** Authorize the Town Manager to execute an Agreement for Software Services TruePoint Solutions - DigEplan (LCT Software) DBA GovPath for electronic plan review services in an amount not to exceed \$155,183.28 over the five-year term of the Agreement, with the first year not to exceed \$29,229.48.

**FISCAL IMPACT:**

The total cost of the five-year license agreement with TruePoint Solutions – DigEplan (DigEplan) electronic plan review services is not to exceed \$155,183.28. The agreement is structured as an annual subscription over the five-year term. Funding for these services is included in the proposed FY 2026–27 Budget. Funding for subsequent fiscal years will be requested through the annual Operating Budget process and is subject to Town Council approval.

**BACKGROUND:**

The Town has worked with TruePoint Solutions since 2011 and with TruePoint Solutions – DigEplan (LCT Software) since May 2020, when the Community Development Department expanded its use of electronic plan review services during the Covid-19 pandemic.

The Department has fully transitioned to electronic permitting and plan review processes, and continued use of this software is necessary to maintain these electronic services.

**PREPARED BY:** Alexa Nolder  
Administrative Technician

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

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SUBJECT: TruePoint Solutions, LLC – DigEplan (LCT Software) DBA GovPath

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DISCUSSION:

The current Agreement, which expires June 30, 2026, was for a 5-year term, totaling \$89,474.00 and based on 20 user subscriptions. The proposed agreement increases the Town’s subscription capacity to 25 users through the addition of five user licenses. As a result, the annual subscription fee for 2026 will be \$29,229.48. The agreement includes a 3% annual increase in subscription fees over its five-year term.

Subscription Term:

1-year, from July 1, 2026 to June 30, 2027 - \$29,229.48

2-year, from July 1, 2027 to June 30, 2028 - \$30,106.36

3-year, from July 1, 2028 to June 30, 2029 - \$31,009.56

4-year, from July 1, 2029 to June 30, 2030 - \$31,939.84

5-year, from July 1, 2030 to June 30, 2031 - \$32,898.04

The subscription fees outlined above represent the annual cost of the agreement for each year of the five-year term.

CONCLUSION:

TruePoint’s consulting services assist the Town in serving the land use needs of the community. Based on TruePoint’s extensive knowledge of the Town’s Accela implementation, excellent support history with the Town, and competitive pricing, staff recommends that the Town Council authorize the Town Manager to enter into an Agreement for the software licensing and related services not to exceed \$155,183.28 for a five-year term.

COORDINATION:

This report was coordinated with the Community Development Department, Information Technology Department, Town Manager’s Office, Finance Department, and Town Attorney.

ENVIRONMENTAL ASSESSMENT:

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

Attachment:

1. TruePoint Solutions (LCT Software) DigEplan Contract