



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 08/04/2026

ITEM NO: 5

DATE: August 4, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Execute a Third Amendment to the Agreement for Services with H.A. Bowen Electric, Inc., Increasing Compensation by \$7,000 for a Total Not to Exceed Amount of \$152,335**

RECOMMENDATION: Authorize the Town Manager to execute the Third Amendment to the Agreement for Services with H.A. Bowen Electric, Inc., increasing compensation by \$7,000 for a total agreement amount not to exceed \$152,335.

FISCAL IMPACT:

The Third Amendment (Attachment 1) would increase compensation by \$7,000, from \$145,335 to a total agreement amount not to exceed \$152,335. The services were completed during FY 2025-26, and the final invoice was received during the Town's FY 2025-26 year-end closing process. Sufficient appropriation is available in the Approved FY2025-26 Parks and Public Works Operating Budget Facilities Maintenance Program (6335423-63354), and the expenditure will be accrued to FY 2025-26. No additional appropriation or budget adjustment is required.

STRATEGIC PRIORITY:

Not Applicable. This item does not directly address a Strategic Priority. It supports the Core Goals of Quality Public Infrastructure and Public Safety by maintaining Town buildings and facilities.

BACKGROUND:

On August 10, 2021, the Town entered into an Agreement for Services with H. A. Bowen Electric Inc. ("Contractor") to provide on-call electrical services and repairs for Town facilities,

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Fleet and Facilities Operations Manager

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

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SUBJECT: Third Amendment to Agreement for Services with H.A. Bowen Electric, Inc. for
On-Call Electrical Services

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emergencies, unforeseen infrastructure work, and downtown decorative lighting. The total value of the original agreement was \$49,500 over a three-year period.

The agreement was amended on February 1, 2022, to increase the total compensation to \$97,335.

A second amendment was executed on June 25, 2024, that increased total compensation to \$145,335 and extended the term of performance through June 30, 2026.

DISCUSSION:

In FY 2025-26 the Parks and Public Works Department (PPW) determined that a portion of the Library's lighting control system needed replacements and reprogramming. The Contractor provided electrical services associated with the replacement work on the lighting control system, while a second vendor, Lutron, provided work associated with the reprogramming. It was later determined that components associated with the Library's automatic shades also required replacement. The Contractor provided these additional shade services during performance of the anticipated lighting control system replacement work.

The Contractor's final invoice was received on July 20, 2026. The additional work performed at the Library in Fiscal Year 2025-26 resulted in an overage to the contract amount. Increasing the compensation by \$7,000 will allow the Town to pay the contractor for their services.

CONCLUSION:

The proposed action will allow the Town to pay the Contractor invoice for work completed in Fiscal Year 2025-26 to maintain functionality at the Library.

COORDINATION:

This Staff Report was discussed with the Town Clerk's Office.

ENVIRONMENTAL ASSESSMENT:

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

ALTERNATIVES:

Not applicable.

Attachments:

1. Third Amendment to Agreement
2. Original Agreement with Amendments