



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 04/20/2021

ITEM NO: 9

DATE: April 15, 2021

TO: Mayor and Town Council

FROM: Laurel Prevetti, Town Manager

SUBJECT: Authorize the Town Manager to Execute a First Amendment to Agreement for Services with Pacific Display Inc. for Additional Downtown Tree Lighting Repairs in an Amount of \$9,480 for a Total Agreement Not to Exceed \$242,085 and Authorize a Budget Transfer of \$9,480 from the Tree Replacement Fund to the General Fund to Fund the Increase

RECOMMENDATION:

Authorize the Town Manager to execute a first amendment to Agreement for Services with Pacific Display Inc. (Attachment 1) for additional downtown tree lighting repairs in an amount of \$9,480 for a total agreement not to exceed \$242,085 and authorize a budget transfer of \$9,480 from the Tree Replacement Fund to the General Fund to fund the increase.

BACKGROUND:

On July 1, 2019, the Town entered into an Agreement for Services with Pacific Display Inc. to provide maintenance for downtown tree and bridge lighting for the Town. During FY 2020/21, unforeseen downtown tree lighting repair costs were incurred in an amount of \$9,480.

DISCUSSION:

The tree lights in the downtown holiday tree at Plaza Park required additional work this year to restring lights that had been damaged by wind over several years. The repairs made during FY 2020/21 will keep the downtown tree lighting in good working order for several years. Pacific Display Inc. has provided excellent service to the Town as the contractor for repair services for downtown tree and bridge lighting.

PREPARED BY: Daniel Keller
Facilities & Environmental Services Manager

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

PAGE 2 OF 2

SUBJECT: Authorize the Town Manager to Execute a First Amendment to Agreement for Services with Pacific Display Inc. for Additional Downtown Tree Lighting Repairs in an Amount of \$9,480 for a Total Agreement Not to Exceed \$242,085 and Authorize a Budget Transfer of \$9,480 from the Tree Replacement Fund to the General Fund to Fund the Increase

DATE: April 15, 2021

CONCLUSION:

Authorize the Town Manager to execute a first amendment to Agreement for Services with Pacific Display Inc. for additional downtown tree lighting repairs in an amount of \$9,480 for a total agreement not to exceed \$242,085 and authorize a budget transfer of \$9,480 from the Tree Replacement Fund to the General Fund to fund the increase.

FISCAL IMPACT:

Staff recommends utilizing the Tree Replacement Fund for this work. The eligible uses of this fund include tree replacement and maintenance associated with trees. There are sufficient funds available in the Town's Tree Replacement Fund to fund the increase.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. First Amendment to Agreement for Services
2. Original Agreement