



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 12/02/2025

ITEM NO: 6

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DATE: November 26, 2025  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Authorize the Town Manager to Execute a First Amendment to the Agreement for Services with Lisa Wise, Inc., Revising the Scope of Work at No Additional Cost**

**RECOMMENDATION:** Authorize the Town Manager to execute a first amendment to the Agreement for Services with Lisa Wise, Inc., revising the Scope of Work at no additional cost.

**FISCAL IMPACT:**

This action has no fiscal impact. The amendment reallocates resources by expanding one task, eliminating several non-critical optional tasks, and creating a modest contingency with no added cost.

**STRATEGIC PRIORITY:**

This action is not associated with a strategic priority; however, it supports the Town's core goal of Fiscal Stability.

**BACKGROUND:**

On February 4, 2025, the Town Council authorized the Town Manager to execute an agreement not to exceed \$189,646 with Lisa Wise Consulting, Inc. for consulting services to update and provide additional Objective Design Standards for qualifying multi-family and mixed-use residential developments (Attachment 1).

Staff continues to coordinate with the consultant to develop additional objective design standards.

**PREPARED BY:** Sean Mullin, AICP  
Planning Manager

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

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DISCUSSION:

Staff received a higher-than-expected number of participants for Task 2B, Focus Group Meetings. The large response required six additional sessions to preserve the small-group setting essential for effective discussions. To offset the cost of the additional sessions, the first amendment would remove several optional tasks that staff and the consultant identified as overlapping and/or not critical to the project's success (Attachment 2). This reallocation of funds will cover the additional focus groups and create a small contingency reserve.

CONCLUSION:

Execution of this amendment will adjust the tasks to capitalize on the large response to the focus groups and allow the project to stay on budget.

ENVIRONMENTAL ASSESSMENT:

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

ATTACHMENTS:

1. Original Agreement for Services – Lisa Wise, Inc.
2. First Amendment to Agreement for Services – Lisa Wise, Inc.