



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 08/17/2021

ITEM NO: 8

DATE: August 6, 2021
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to execute a Second Amendment for a time extension only for an Agreement for Consultant Services with Mintier Harnish for Preparation of the General Plan update and Environmental Impact Report.

RECOMMENDATION:

Authorize the Town Manager to execute a Second Amendment for a time extension only for an Agreement for Consultant Services with Mintier Harnish for preparation of the General Plan update and Environmental Impact Report (EIR).

BACKGROUND:

On July 9, 2018, the Town Council authorized the Town Manager to enter into an Agreement with Mintier Harnish for the preparation of the General Plan update and EIR. The term of the original Agreement that was executed had an expiration date of July 31, 2020.

On August 1, 2020, the Town approved a First Amendment to an Agreement to extend the term expiration to July 31, 2021.

DISCUSSION:

The final General Plan 2040 document and EIR have not yet been considered by the Planning Commission or Town Council. Therefore, staff is requesting that the contract term be extended to March 31, 2022.

CONCLUSION:

Staff recommends that the Town Council authorize the Town Manager to execute a Second Amendment to an Agreement (Attachment 1) with Mintier Harnish so the General Plan update and EIR processes can be completed.

PREPARED BY: Joel Paulson
Community Development Director

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

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SUBJECT: Mintier Harnish

DATE: August 6, 2021

COORDINATION:

This report was coordinated with the Town Manager's Office, Town Attorney's Office, and Finance Department.

FISCAL IMPACT:

There is no fiscal impact as the only item being amended is the expiration date of the term.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Draft Mintier Harnish Second Amendment to an Agreement
2. Original Agreement for Consultant Services