



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 11/21/2023

ITEM NO: 6

DATE: November 16, 2023
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute an Agreement for Consultant Services with CSG Consultants, Inc. for Building Inspection Services for the North-40 Phase 1 and North-40 Junction Development.

RECOMMENDATION:

Authorize the Town Manager to execute an Agreement for Consultant Services with CSG Consultants, Inc. for building inspection services for the North-40 Phase 1 and North-40 Junction development.

BACKGROUND:

The Town has been under contract with CSG Consultants, Inc. for building inspection services for the North-40 Phase 1 development since April 17, 2018.

DISCUSSION:

CSG Consultants, Inc., provides building inspection services to the Town. Building inspection services are paid through Building Permit fees from applicants and vary per project. A Single Source memorandum has been prepared for CSG Consultants, Inc. as the vendor of choice due to previous work completed on the North-40 Phase 1 development.

CONCLUSION:

Staff recommends that the Town Council authorize the Town Manager to enter into an agreement (Attachment 1) with CSG Consultants, Inc., for the reasons stated in this report.

PREPARED BY: Tania Maheu
Administrative Analyst

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

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SUBJECT: CSG Consultants, Inc.

DATE: November 10, 2023

COORDINATION:

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

FISCAL IMPACT:

All costs for building inspection services are borne by applicants and no costs to the Town are incurred.

ENVIRONMENTAL ASSESSMENT:

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

ATTACHMENT:

1. AGR 23.231 CSG Consultants, Inc. Agreement for Consultant Services