



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 10/21/2025

ITEM NO: 7

DESK ITEM

DATE: October 21, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Authorize the Town Manager to Negotiate and Execute an Agreement with NHA Advisors, LLC (NHA) to deliver Fiscal Condition Analysis, Fiscal Impact Analysis, Asset Liability Management, and Wildfire Risk Mitigation Studies, including any optional services as directed by the Town Council, in the Amount Not to Exceed Amount of \$250,500 and Authorize an Expenditure Budget Adjustment up to \$250,500 from the Available Unassigned fund Balance**

RECOMMENDATION: Authorize the Town Manager to enter into an Agreement with NHA Advisors, LLC (NHA) to deliver Fiscal Condition Analysis, Fiscal Impact Analysis, Asset Liability Management, and Wildfire Risk Mitigation Studies including any optional services as directed by the Town Council, in the not to exceed amount of \$250,500; and authorize an Expenditure Budget Adjustment of \$250,500 from the available Unassigned fund Balance.

REMARKS:

Staff clarifies that the contract cost summary of \$250,500, as referenced in the staff report, does not include the optional Wildfire Risk Mitigation Study. This study was not part of the original Request for Proposal (RFP) but was instead offered as an optional service by the prospective vendor.

The \$250,500 amount includes all optional services for Study 1, Study 2, and Study 3 as outlined in the proposal.

PREPARED BY: Gitta Ungvari
Finance Director

Reviewed by: Town Manager and Town Attorney

SUBJECT: Authorize the Town Manager to Negotiate and enter into Agreement with NHA

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Study / Task	Firm	Estimated Cost	Notes
Study 1: Fiscal Condition Analysis	Raftelis	\$105,500 (base)	Includes forecasting model, reporting, and optional gap strategies & Council support
		\$165,000 (with options)	
Study 2: Fiscal Impact Analysis	Willdan	\$18,000	Includes 2 meetings; additional services billed hourly
Study 3: Asset Liability Management (ALM)	NHA	\$35,055 – \$49,875	Includes modeling, reserve guidance, and liability analysis
		Not-to-Exceed: \$50,000	
Optional Study 4: Wildfire Risk Mitigation	NHA	Not-to-Exceed: \$45,000	Includes GIS work; optional tasks may add up to \$25,000+
Team Management for Studies 1 & 2	NHA	Not-to-Exceed: \$17,500	Approx. 50 hours of coordination across firms

Total Estimated Cost:**\$ 250,500**

In addition, cognizant of the cost, the staff provides an alternative recommendation that includes only the **base costs of Study 1, Study 2**, along with **Team Management for both studies**, and **Study 3**, totaling not to exceed \$191,000.

Study / Task	Firm	Estimated Cost	Notes
Study 1: Fiscal Condition Analysis	Raftelis	\$ 105,500	Includes forecasting model, and reporting
Study - OPTIONAL A		\$ 29,750	Optional Gap Closure Strategies
Study - OPTIONAL B		\$ 29,750	Decesion- Support for Town Council
Study 2: Fiscal Impact Analysis	Willdan	\$ 18,000	Includes 2 meetings; additional services billed hourly
Study 3: Asset Liability Management (ALM)		\$ 50,000	Includes modeling, reserve guidance, and liability analysis, not to exceed amount
Optional Study 4: Wildfire Risk Mitigation	NHA	Not-to-Exceed: \$45,000	Includes GIS work; optional tasks may add up to \$25,000+
Team Management for Studies 1 & 2	NHA	\$ 17,500	Approx. 50 hours of coordination across firms, not to exceed amount

Total Estimated Cost:**\$ 191,000**

Additional services may be added during the course of the studies or after their completion, as needed.

Attachments previously distributed with the staff report:

1. NHA Proposals
2. Request For Proposals: Fiscal Condition Analysis With Five-Year and Long-Term Forecast, Fiscal Impact Analysis, and Asset Liability Management Study
3. Date issued: questions and answers provided