



CONFIRE

STAFF REPORT

DATE: February 24, 2026

FROM: Nathan Cooke, Interim Executive Director

BY: Damian Parsons, Finance/Administrative Director
Erika Torres-Murillo, Staff Analyst II

TO: CONFIRE Administrative Committee

SUBJECT: Amendment No. 2 to Consultant Agreement – Mat Fratus Consulting

Recommendation

Approve Amendment No. 2 to the Independent Contractor Agreement for Mat Fratus Consulting, replacing Exhibit A – Scope of Work with Exhibit A-1 Revised Scope of Work. All other terms remain unchanged.

Background Information

On June 24, 2025, the Administrative Committee approved a one-year renewal with James Mathew Fratus of Mat Fratus Consulting (MFC) to continue providing data service analysis to CONFIRE, in an amount not to exceed \$25,000.

On January 27, 2026, the Administrative Committee approved an increase in contract amount of \$11,000 to continue to utilize MFC for data analysis to allow for the transition of the recently filled Data Manager position.

Approval of Amendment 2 to the Scope of Work will enable CONFIRE to utilize MFC for additional services as follows:

- Evaluation of options and development of recommendations with allied agencies to explore partnerships that enhance service levels of CONFIRE.
- Assist CONFIRE agencies with agency specific data and research needs.
- Organizational effectiveness and leadership development for CONFIRE.

MFC has provided consulting services to CONFIRE since 2019. As such MFC has a strong understanding of CONFIRE, its mission and operations and has existing relationships with the agencies served by CONFIRE. MFC has been instrumental in providing CAD reporting and data analysis. This extensive knowledge and experience working with CONFIRE makes MFC the most cost-effective option to provide the additional aforementioned services as there will not be additional time and cost needed to become familiar with CONFIRE operations.

The total contract costs of \$36,000 and all other terms will remain the same.

Fiscal Impact

The total annual cost for the initial data consulting services and the additional services of the Revised Scope of Work will remain at \$36,000/year. There will be no additional costs to CONFIRE agencies resulting from approval of Amendment No. 2.

Attachments

- Amendment No.2 – Mat Fratus Consulting (Agreement)