



STAFF REPORT

DATE: January 27, 2026

FROM: Nathan Cooke, Interim Director

BY: Damian Parsons, Finance/Administrative Director

Erika Torres-Murillo, Staff Analyst II

TO: CONFIRE Administrative Committee

SUBJECT: Amendment to Consultant Agreement – Mat Fratus Consulting

Recommendation

Approve Amendment No. 1 to the Independent Contractor Agreement for Mat Fratus Consulting, increasing the not to exceed amount by \$11,000 for a total cost of \$36,000. The term of 7/01/25-6/30/26 remains unchanged.

Background Information

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

CONFIRE added a full-time Data Manager position in the 2025-26 budget to bring data analysis in house. However, as that position has not been filled, Staff is recommending increasing the do not exceed amount for Mat Fratus Consulting to an additional \$11,000. This will give CONFIRE additional time to fill the Data Manager position and allow for a transition period.

Fiscal Impact

The total annual cost for data consulting services will be \$36,000/year. The additional costs will be offset by salary savings from the Data Manager which is budgeted in the Operations Fund (5008).

Attachments

- Amendment No.1 – Mat Fratus Consulting (Agreement)