



**CONFIRE**

## STAFF REPORT

**DATE:** May 26, 2026

**FROM:** Nathan Cooke, Interim Executive Director

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

**TO:** CONFIRE Administrative Committee

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**SUBJECT: Amendment No.3 to Consultant Agreement– Mat Fratus Consulting**

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### **Recommendation**

Approve Amendment No. 3 for Mat Fratus Consulting, replacing Exhibit B-1 Compensation with Exhibit B-2 Revised Compensation increasing the not-to-exceed amount by \$12,000 for a total cost of \$48,000. 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 Amendment No.1, which was an increase in contract amount of \$11,000 to continue to utilize MFC for data analysis and allow for the transition of the recently filled Data Manager position.

On February 24, 2026, the Administrative Committee approved Amendment No.2, which was a revision of the Scope of Work, which enabled CONFIRE to utilize MFC for additional services such as:

- 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.

This increase in responsibilities will result in an additional cost of up to \$12,000 to complete the Fiscal Year 2025-26.

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. 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.

### **Fiscal Impact**

The total annual cost for data consulting services will be \$48,000/year. The additional costs will be offset by salary savings in Operations Fund (5008).

### **Attachments**

- 2026\_05\_Amendment No.3 – Mat Fratus Consulting (Agreement)