STAFF REPORT

DATE: November 17, 2026

FROM: Nathan Cooke, Executive Director
BY: Damian Parsons, Deputy Executive Director
Dianne Mendez, Contracts and Grants Manager

TO: CONFIRE Administrative Committee

SUBJECT: Amendment No. 1 to Consultant Agreement – Mat Fratus Consulting

Recommendation

Approve Amendment No. 1 for Mat Fratus Consulting, replacing Exhibit B Compensation with Exhibit B-1 Revised Compensation increasing the not-to-exceed amount by $60,000 for a total cost of $110,000. All other terms remain unchanged.

Background Information

On June 23, 2026, the Administrative Committee approved a one-year contract with James Mathew Fratus of Mat Fratus Consulting (MFC) to continue providing data service analysis to CONFIRE, in an amount not to exceed $50,000. Due to the Ambulance Program implementation this fiscal year, additional services have been needed, and the total contract amount is close to being depleted.

During the third quarter of Fiscal year 2025-26, the Administrative Committee approved three amendments (No1., No.2, and No. 3) to the original agreement for MFC, expanding his scope of work to include the following additional services:

- 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.

The total amount for that contract including all three amendments was $48,000.

MFC has provided consulting services to CONFIRE since 2019. As such MFC has a strong understanding of CONFIRE operations and information technology systems, as well as the experience with extracting and interpreting data sets from these systems. 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.

Financial Impact

The total annual cost for MFC consulting services will be $110,000/year. The costs for these services will be allocated to the Operations Fund (5008) in the amount of $50,000 and EMS Fund (5020) in the amount of $60,000.

Attachments

- 2026_XX_Amendment No.1 – Mat Fratus Consulting (Agreement)