



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Submitted on:  
(COB Stamp)

Department Name: Fire  
Department No.: 031  
Agenda Date: April 1, 2025  
Placement: Administrative Agenda  
Estimated Time: N/A  
Continued Item: No  
If Yes, date from: N/A  
Vote Required: 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Director: Mark Hartwig, Fire Chief/Fire Warden 805-681-5500  
Contact Info: Garrett Huff, Deputy Fire Chief 805-681-5500  
**SUBJECT:** **First Amendment to extend the Agreement between the Santa Barbara County Fire Protection District and Mission Critical Partners, LLC**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** CEO Budget

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a First Amendment (Attachment A) to the Agreement for Professional Services (Attachment B) between Santa Barbara County Fire District (Fire District) and Mission Critical Partners, LLC (MCP) to extend the contract through December 31, 2025; and
- b) Approve and authorize the Fire Chief or designee to approve up to a 10% contingency with Mission Critical Partners, in an amount not to exceed \$78,110, for any changes that may be required to the scope of work to complete the Regional Fire Communications Center (RFCC) go-live project; and
- c) Find that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(2) in that they involve continuing administrative or maintenance activities, and CEQA Guidelines section 15378(b)(5), in that they involve organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The Fire District requests that the Board of Supervisors approve a First Amendment to extend the agreement with Mission Critical Partners, LLC (MCP) through December 31, 2025, for continued project management support for the Regional Fire Communications Center (RFCC). This request also seeks to increase the contingency by 10% in the amount of \$39,055, bringing the total contract

amount to \$468,657. Since the original project plan was developed, unforeseen construction delays, updated equipment, new technology, and vendor changes have required additional support from subject matter experts and project management professionals. MCP has performed the above satisfactorily, but the extended timeline for going live necessitates their continued involvement.

To ensure a smooth transition, the Fire District and MCP have identified five key tasks requiring support beyond the current scope of work. Approval of this request will allow MCP to continue assisting in these critical areas, ensuring a seamless transition of all fire and EMS resources from the County's five Public Safety Answering Points (PSAPs) to the full implementation of the RFCC. Their expertise is essential in managing the complexities of this transition, mitigating potential disruptions, and maintaining operational efficiency.

All work related to the RFCC go-live is expected to be completed within FY 2024-25, with the total MCP contract cost amounting to \$390,547. Additionally, we request authorization for the Fire Chief or their designee to approve necessary scope-of-work changes not exceeding 20% of the contract amount. Although the contract was initially set to expire on December 31, 2024, some components remain incomplete, necessitating this extension. While we do not expect the project to extend beyond December 31, 2025, the additional time provides a necessary buffer to ensure successful completion.

**Background:**

On November 16, 2021, the Board approved the Fire District's construction of the RFCC, which will enable seamless dispatching of fire-rescue and emergency medical units across all fire departments and paramedic ambulances within the County. Construction began in May 2023 and is now nearing full completion. Dispatch staff has been hired and is currently operating from the Sheriff's dispatch center in preparation for the full transition of all fire and EMS agencies to the RFCC.

To support a successful implementation, the Fire District engaged Mission Critical Partners, LLC. (MCP) in May 2024 under a \$101,450 contract to provide professional services for integrating existing public safety communications into a new, advanced operational platform. In August 2024, a contract amendment of \$98,549 was approved to account for the additional effort required. However, unforeseen construction and technology delays have shifted the planned go-live date from January to mid-May. As of March 2025, \$96,176 has been paid.

To keep the project on track and prevent any disruptions, the Fire District and MCP have identified five key areas. This investment is critical to maintaining project momentum and ensuring continued confidence among County Fire personnel and public safety partners. The five tasks requiring additional support are:

1. New Facility Implementation Plan Development
2. Facility and Operations Cutover Support
3. Next Generation 911 Support
4. Accelerated Implementation Planning for Ambulance Transport Provisions and Execution
5. General Consulting, including IT and GIS support

**Fiscal Analysis:**

On September 12, 2024, the Board approved additional funding, increasing the original contract to \$390,547 and adding a 10% contingency of \$39,055. This item requests an additional contingency of 10% of the original contract amount, adding another \$39,055. With this adjustment, the revised

total contract will not exceed \$468,657. There are sufficient appropriations to cover the increase; therefore, no budget revision is needed.

**Staffing Impacts:**

None

**Special Instructions:**

Upon Board approval and execution, the Clerk is asked to please return a copy of the Agreement and minute order to the Fire Department, attention: Garrett Huff.

**Attachments:**

**Attachment A** – First Amendment to the Agreement for Professional Services between the County of Santa Barbara Fire Protection District and Mission Critical Partners, LLC.

**Attachment B** – Agreement between Santa Barbara County Fire Protection District and Mission Critical Partners, LLC.

**Authored by:**

Garrett Huff, Deputy Fire Chief