



We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 5h (Consent/Information)

TO: Local Agency Formation Commission

PREPARED BY: Dawn Mittleman Longoria, Assistant Executive Officer *DML*

MEETING DATE: December 4, 2023

SUBJECT: Update on Selection of Consultant for Countywide Fire and Emergency Medical Services Municipal Service Review and Sphere of Influence Reviews

BACKGROUND AND SUMMARY

This is a consent item for information purposes only. Accordingly, if interested, the Commission is invited to pull this item for additional discussion with the concurrence of the Chair. No formal action will be taken as part of this item.

On October 2, 2023, the Commission took the following actions:

- 1) Authorized the ad hoc Request for Proposals (RFP) Committee to select a preferred consultant and negotiate a contract to prepare the Countywide Fire and Emergency Medical Services (EMS) Municipal Service Review (MSR) and Sphere of Influence (SOI) Reviews; and
- 2) Authorized the Commission Chair to sign a contract with the preferred consultant.

On October 16, 2023, the two consultants were interviewed by a panel consisting of staff, the RFP Committee, the Calistoga City Manager, the Napa County Fire Chief, the City of Napa Fire Chief, and the American Canyon Fire Protection District Chief. Following the conclusion of interviews, the panel discussed its preference and made a recommendation for a preferred consultant. The recommendation was not unanimous, however a majority of the panel recommended AP Triton Consulting firm.

On November 2, 2023, the RFP Committee and staff confirmed AP Triton as the chosen consulting firm. Various matters were discussed for inclusion in the professional services agreement (“contract”). Counsel reviewed and assisted with finalizing the contract.

On November 28, 2023, the Commission Chair signed the contract.

Margie Mohler, Chair
Councilmember, Town of Yountville

Anne Cottrell, Vice Chair
County of Napa Supervisor, 3rd District

Kenneth Leary, Commissioner
Representative of the General Public

Beth Painter, Commissioner
Councilmember, City of Napa

Belia Ramos, Commissioner
County of Napa Supervisor, 5th District

Eve Kahn, Alternate Commissioner
Representative of the General Public

Mariam Aboudamous, Alternate Commissioner
Councilmember, City of American Canyon

Joelle Gallagher, Alternate Commissioner
County of Napa Supervisor, 1st District

Brendon Freeman
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