

County of Santa Clara

Office of the County Executive

County Government Center, East Wing
70 West Hedding Street
San Jose, California 95110
(408) 299-5105



DATE: June 30, 2021

TO: Honorable Board of Supervisors
Jeffrey V. Smith, M.D., J.D., County Executive

FROM: Garry Herceg, Deputy County Executive

DocuSigned by:
Garry Herceg
4A35B9110C5C4BE...

SUBJECT: **Benchmarks Relating to the Fire Study**

At the April 20, 2021 Board of Supervisors meeting (Item No. 23), Supervisor Chavez requested an off-agenda report relating to benchmarks for the fire study to be completed by Matrix Consulting Group in twelve months. This is a comprehensive study to ensure the County can adequately prevent, protect from, prepare for, respond to, and recover from fire threats, including wildfires. This operational options study is designed to encompass several benchmarks and opportunities for the County to review preliminary reports or deliverables as the study progresses, and as outlined in the contract. Performance monitoring of progress will be accomplished through contract monitoring meetings beginning in the summer of 2021. The benchmarks as outlined in the contract are below:

- 1. Final Project Plan:** to be developed after initial stakeholder interviews and input (*Month 1*)
- 2. Community Input Analysis:** interim report with preliminary results from community stakeholder input from online survey and "townhall" meetings (*Month 2 through 4*)
- 3. Current Conditions Report:** interim report on historical system performance and current conditions and capabilities (*Month 5*)
- 4. Performance Objectives and Analysis:** draft development of recommendations based on prior three benchmarks (*Month 6 through 7*)

Fire Study Benchmarks

June 30, 2021

Page 2 of 2

5. **Service and Resource Projections:** interim report with comprehensive analysis and projections
(Months 8 through 10)

6. **Final report:** finalize benchmarks 1-5 above and incorporate contract monitor input prior to finalizing and submission to the Board of Supervisors *(Months 11 through 12)*

CC: Chief Board Aides

James R. Williams, County Counsel

Miguel Márquez, Chief Operating Officer

Megan Doyle, Clerk of the Board of Supervisors

Mary Ann Barrous, Agenda Review Administrator

Erica Kelly, OBA