



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Office of Response, Recovery and Resilience

Subject: Approve Amendment to Agreement with Tetra Tech, Inc.

Meeting Date: June 24, 2025

Formal Title: Approve second amendment to agreement with Tetra Tech Inc., extending the term through December 31, 2025, for continuation of insurance cost recovery consulting services related to the CZU Lightning Complex Fire, and take related actions

Recommended Actions

1. Approve second amendment to agreement 22C4503 with Tetra Tech Inc., extending the agreement term through December 31, 2025; and
2. Authorize the Office of Response, Recovery & Resilience (OR3) Director to execute the amendment.

Executive Summary

OR3 recommends approval of an amendment to the County's agreement with Tetra Tech Inc. for continued insurance cost recovery services related to the CZU Lightning Complex Fire. The amendment will extend the term of the agreement through December 31, 2025. The contract's not-to-exceed amount of \$771,045 remains unchanged. This extension ensures Tetra Tech has sufficient time to complete closeout tasks and prepare final reports that support Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) program compliance.

Discussion

In the aftermath of the CZU Lightning Complex Fire, the County launched a debris removal program on private property in coordination with FEMA's Public Assistance Program. Participating property owners granted the County right-of-entry and agreed to assign debris-related insurance proceeds to avoid duplication of benefits. The County contracted with Tetra Tech Inc. to provide professional services in support of insurance cost recovery, including policy verification, insurer and property owner outreach, collection tracking, and reporting.

While substantial progress has been made, insurance recovery efforts require continued follow-up and reconciliation activities. Extending the agreement through December 31, 2025, will allow Tetra Tech to assist with final collections, compile property-level documentation, and prepare final reports that support FEMA and CalOES program compliance. The amendment does not increase the agreement's not to exceed amount and does not modify the scope of work as previously approved.

Financial Impact

There is no fiscal impact associated with this amendment. The contract's not to exceed amount remains \$771,045. Sufficient appropriations are available in OR3's professional services budget (GL 186000/Object 62381) for insurance cost recovery services. All services are billed on a time-and-materials basis as work is completed and approved.

Strategic Initiatives

Equity Framework - County Facilities & Infrastructure
Operational Plan - Comprehensive Health & Safety

Submitted By:

David Reid, Director

Recommended By:

Carlos J. Palacios, County Executive Officer

Artificial Intelligence Acknowledgment:

Artificial Intelligence (AI) did not significantly contribute to the development of this agenda item.