

Proposed Professional Services  
Agreement with  
Jacob Green & Associates, Inc.  
For Emergency Management  
Consulting Services



CITY COUNCIL  
April 9, 2025



## City Preparedness Efforts

- Monthly Orange County Emergency Management Organization (OCEMO) Meetings
- Emergency Management Preparedness Grant (Cal OES)
- Staff Training ICS 100, 700 (FEMA)
- American Red Cross Care and Sheltering, Shelter Management
- Great Shakeout
- Tabletop Exercises
- Emergency Operations Center Training and Inventory Management
- Fire Safety and Prevention Town Hall Meetings (Annual)
- Alert OC Notification Tests
- Community Emergency Response Team (CERT) Training and Outreach
- Public Information in cooperation with OCSD, OCFA



## Emergency Operations Plan (EOP)

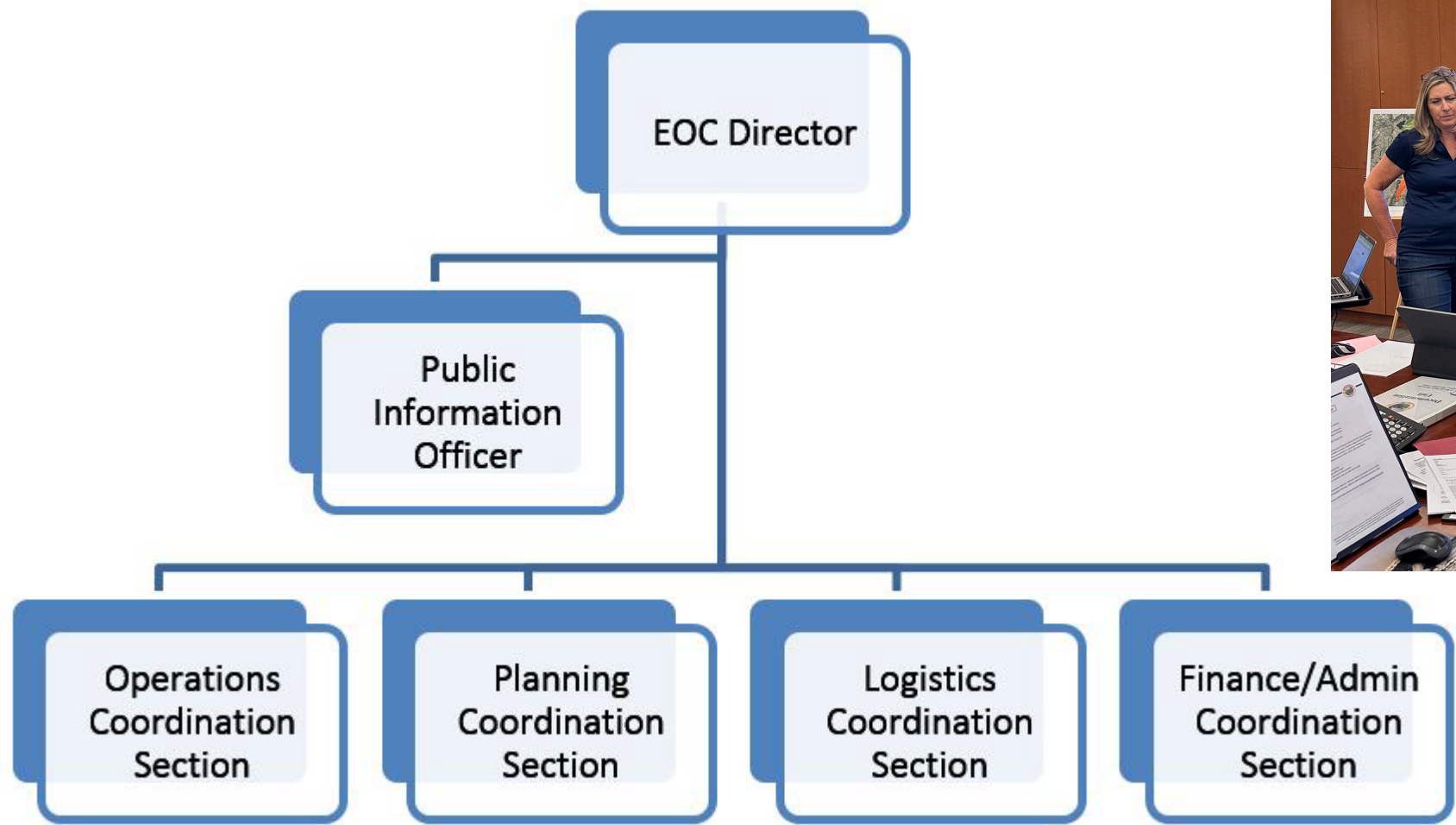
- Comprehensive Outline
- Guides City emergency response and recovery
- Aligns with OC Fire and Sheriff's protocols
- National Incident Management System (NIMS)
- Standardized Emergency Management System (SEMS)
- Ensures FEMA compliance and reimbursement
- No Mandated Update Timeframe



# Emergency Operations Plan (EOP)

## Local Government Requirements:

- Local governments (cities, counties, school districts, and special districts) are required to use SEMS and NIMS when responding to, managing, and recovering from disasters or major emergencies, including developing and maintaining EOPs.





























Airport Fire  
September 9, 2024







# Recent Events Highlight Need

- Airport Fire (Sept 2024): Full EOC Activation
- Bond Fire (December 2020)
- Holy Fire (August 2018)
- Lessons learned from major LA County Fires



## RFP Process

- RFP issued Jan 13, 2025
- 7 proposals received
- Posted on City and OC APA websites
- Reviewed by Planning, Engineering & Public Works, PIO, Emergency Management
- Firms ranked; Top 2 interviewed





## Proposed Consulting Firm

- Jacob Green and Associates, Inc.
- Extensive experience with OC Operational Area
- Similar scope of work for Lake Forest, Laguna Woods, San Juan Capistrano, San Clemente
- Excellent interview and tailored project plan



## Scope of Work

- Program Assessment: Gap Analysis + Workplan (\$8,400)
- EOP Update: Aligned to NIMS, SEMS, FEMA standards (\$39,950)



## Fiscal Impact

- Fixed Fee: \$48,350
- Funded through Council Strategic Fund Reserves
- Included in FY 2025–2026 budget (Non-Departmental)





# Questions

