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Executive Officer

Scott Smith
General Counsel

MEETING DATE: January 14, 2026

TO: Local Agency Formation Commission
of Orange County

FROM: Executive Officer
Policy Analyst I

SUBJECT: OC LAFCO Professional Services Agreement Update

8b | Commission
Discussion

BACKGROUND

OC LAFCO utilizes private sector firms to complement staff resources for a variety of professional services, such as accounting, auditing, legal counsel, project facilitation, and other services. In accordance with local policy, each year the Commission receives a report on the agency's current professional services agreements. Some of the agreements are for services that are ongoing or as needed, whereas others are for one-time projects.

DISCUSSION

The comprehensive list, referenced as Attachment 1 to this report, includes agreements approved by the Commission and within the signature authority of the Executive Officer. In accordance with OC LAFCO's Accounting and Financial Policies, the Commission delegates authority to the Executive Officer for: (1) the purchase of goods and materials for office use not exceeding \$10,000, and (2) the approval and execution of agreements not exceeding \$10,000.

RECOMMENDED ACTION

Staff recommends the Commission:

1. Receive and file the annual update on professional services agreements.

Respectfully Submitted,


LUIS TAPIA
AIMEE DIAZ

Attachment:

1. FY 25-26 OC LAFCO Professional Services Agreements Summary

Orange County LAFCO Professional Services Agreements Fiscal Year 2025-26

OC LAFCO Consultant	Primary Responsibilities	Agreement Status/Amount	Comments
Alliance of LAFCOs	Professional networking, legislative advocacy, and education.	Current/not to exceed \$10K per fiscal year	MOU between Los Angeles, Orange, San Bernardino, and San Diego LAFCO to provide professional networking opportunities, legislative advocacy, and education on LAFCO statutes.
Berkson Associates	Preparation of Fiscal Indicators for the 4 th Cycle MSRs and updates to fiscal indicators.	Current/not to exceed \$20K per fiscal year	Assist with fiscal analyses and preparation of fiscal indicators for MSRs and the website.
Best Best & Krieger LLP	Legal Services	Current/Budgeted at \$60K per fiscal year	Ongoing agreement for Commission legal services; some costs reimbursable by applicants.
CSUF/Center for Demographic Research	Specialized Demographic Data and Reports	Current/not to exceed \$20K for FYs 2025-26	Three-year MOU for FYs 2023-2026 to provide annual updates on specialized demographic data, prepare an annual countywide annexation boundary change report, and mapping of Orange County's disadvantaged unincorporated communities.
Davis Farr LLP	Annual Audit Services	Budget at \$11,700 for FY 2024-25 (final year)	Four-year agreement for auditing services through 2024, with one-year extension approved for 2025. Contract in final year.
Eide Bailly	Accounting, Budgeting, and Bookkeeping	Current/ not to exceed \$49,200 per fiscal year	Ongoing agreement for accounting, bookkeeping, and budget services awarded through a competitive quote process.

Paycor	Commissioner Payroll Processing	Current/not to exceed \$1,700 per fiscal year	Ongoing agreement for processing of Commissioner stipends, mileage reimbursements, and W-2s awarded through a competitive process.
Respond Tech	Information Technology Support Services	Current/ not to exceed \$10K per fiscal year	Ongoing agreement for information technology services awarded through a competitive quote process.
RSG Inc.	North MSR and SOI Reviews	Current/ not to exceed \$84,965	One time agreement for preparation of municipal service reviews and SOI reviews for the North Region.