

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, October 27, 2016
5:30 P.M.

Regional Fire Operations and Training Center
Board Room
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

Chair Hernandez called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:31 p.m. on October 27, 2016.

INVOCATION

Assistant Chief Schroeder offered the invocation.

PLEDGE OF ALLEGIANCE

Director Hatch led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Carol Gamble, Rancho Santa Margarita
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Al Murray, Tustin
Ed Sachs, Mission Viejo
David Shawver, Stanton
Todd Spitzer, County of Orange
Elizabeth Swift, Buena Park

Absent: None

Also present were:

Assistant Chief Lori Zeller	Assistant Chief Mike Schroeder
Assistant Chief Lori Smith	Assistant Chief Brian Young
General Counsel David Kendig	Assistant Chief Dave Thomas
Clerk of the Authority Sherry Wentz	Communications Director Sandy Cooney

1. PRESENTATIONS

No items.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 12.02A6)

Budget and Finance Committee Chair Sachs deferred the report to Vice Chair Swift as he was not in attendance at this meeting. Budget and Finance Committee Vice Chair Swift reported at its October 12, 2016, meeting, the Committee received and filed the Quarterly Status Update Orange County Employees' Retirement System, reviewed the Community Risk Reduction Fee Development directing staff to provide an additional review of the exemption policy, time allocations for pre/post plan review, and to return the item to the Committee for additional consideration; voted unanimously to send the Fourth Quarter Financial Newsletter and the Monthly Investment Reports to the Executive Committee for approval; and send the Updated Cost Reimbursement Rates to the Board of Directors to approve and adopt the proposed updated rate schedules effective October 28, 2016. Vice Chair Swift noted Director Carol Gamble's presence for the discussion of the Subcontractor Insurance Requirements, that the Committee discussed at length the two proposed options, and unanimously approved sending the item to the Board of Directors with its recommendation to proceed with Option 1 - to place responsibility on the primary contractor to verify that any subcontractors have obtained the required insurance.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Human Resources Committee Chair Shawver reported at its October 4, 2016, meeting, the Committee received and filed the Workers' Compensation Program Update, the Quarterly Human Resources Project Update, the Board Member Classification, and the Professional Standards Unit Update. The Committee discussed and voted unanimously to send the Environmental Health and Safety Specialists Classification to the Executive Committee, with its recommendation to approve the new classification and corresponding salary range.

PUBLIC COMMENTS (F: 12.02A3)

Chair Hernandez opened the Public Comments portion of the meeting. Chair Hernandez closed the Public Comments portion of the meeting without any comments from the general public.

2. MINUTES

A. Minutes from the September 22, 2016, Regular Executive Committee Meeting

(F: 12.02A2)

On motion of Director Spitzer and second by Director Shawver, the Executive Committee voted unanimously by those present to approve the September 22, 2016, Regular Executive Committee Minutes as submitted. Chair Hernandez and Director Lalloway were recorded as abstentions due to their absence from the meeting.

3. CONSENT CALENDAR (Agenda Item 3F was pulled for separate consideration.)

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to receive and file the reports.

B. Fourth Quarter Financial Newsletter (F: 15.07)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to receive and file the report.

C. Award of Contract for Copier Replacement and Managed Print Services – RFP JA2114 (F: 19.08C)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to:

1. Authorize the Purchasing Manager to issue a blanket order for a five-year term to lease multifunctional devices (MFD) units and managed print services with SEMA dba Cell Business Equipment based on the pricing provided in the Best and Final Offer (BAFO) for an annual contract amount of \$145,326 or \$726,630 over the five-year term.
2. Authorize the Purchasing Manager to utilize the contract for additional MFD units or additional copy/print volume needed during the five-year term based on the BAFO pricing provided, not to exceed a 10% increase to the five-year value of the contract.
3. Authorize the Purchasing Manager to extend the current Xerox Corporation blanket orders on a month-to-month basis through no later than March 31, 2017, to provide time for a smooth transition to the new provider, for an amount of \$65,000 to B00694 for copiers at the Regional Fire Operations and Training Center and \$35,000 to B00729 for copiers at the fire stations.

D. Environmental Health and Safety Specialist Classification (F: 17.18)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to approve the new Environmental Health and Safety Specialist classification and corresponding salary range.

E. Temporary Entry Permit - Hold Harmless Agreement Irvine Ranch Water District (F: 17.14A)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief or his designee, to execute the proposed Hold Harmless Agreement with the Irvine Ranch Water District.

F. Request for Special Procurement Agency-wide Internet Services (F: 19.08A2a9)

Director Gamble pulled this item for separate consideration of the contract language and noted the exclusion of the proposal in the staff report.

A lengthy discussion ensued. By consensus the Committee opted to continue the discussion following the Board of Directors meeting to allow staff some time to provide additional information.

G. Sole Source Purchase Order Eagle Aerial Imaging (F: 19.08A6c)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to authorize the Purchasing Manager to issue a sole source purchase order to Eagle Aerial Imaging for digital orthophotography to be used with the OCFA's enterprise Geographic Information Systems and TriTech Computer Aided Dispatch system in the amount of \$63,000.

H. Sole Source Contract Increase for Information Management Technologies (F: 19.08A7)

On motion of Director Murray and second by Director Shawver, the Executive Committee voted unanimously by those present to authorize the Purchasing Manager to increase the contract amount for Information Management Technologies by \$96,000 from \$164,000 to \$260,000 for the current contract ending April 30, 2018.

I. Sole Source Purchase of Motorola 800MHz Portable and Mobile Radios Utilizing County of Orange Agreement # MA-060-15011560 (F: 18.04A1)

Director Lalloway did not participate on this matter due to his employment with the County of Orange.

On motion of Director Murray and second by Director Shawver, the Executive Committee voted by those present to:

1. Authorize the Purchasing Manager to issue a sole source purchase order to Motorola Solutions, Inc. for the purchase of 1,555 radios and accessories in an amount not to exceed \$6,715,163 including shipping and sales tax.
2. Authorize the Purchasing Manager to issue a sole source purchase order to Orange County Sheriff's Department in the amount of \$77,750 to program the new radios.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Vice Chair Swift thanked staff for coordinating the trip to the National Firefighter Memorial Service in Emmitsburg, Maryland. She noted attending the 6th Annual Benevolent Association's Picnic and the 9/11 Memorial event in Santa Ana.

Director Murray also thanked staff for their coordination for the attendees of the Firefighter Memorial in Emmitsburg. He reported attending the California Firefighter's Memorial event in Sacramento with OCFA representatives which included former firefighter Greg Hennessey's widow.

CLOSED SESSION

No items.

RECESSED – Chair Hernandez recessed the meeting at 6:02 p.m. to continue the discussion concerning Agenda Item 3F - Request for Special Procurement Agency-wide Internet Services immediately following the Board of Directors meeting.

RECONVENE – Chair Hernandez reconvened the Executive Committee at 8:27 p.m. with all members present.

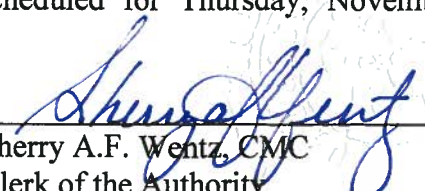
CONSENT CALENDAR (Continued)

F. Request for Special Procurement Agency-wide Internet Services (F: 19.08A2a9)

Discussion continued concerning clarification of the contract's scope of work and use of internal resources in reprogramming IP addresses.

On motion of Vice Chair Swift and second by Director Spitzer, the Executive Committee voted to authorize the Purchasing Manager to issue a three-year contract to Cogent Communications Group, Inc. for agency-wide internet services utilizing the special procurement provision in the purchasing ordinance in the total contract amount of \$158,300 or \$52,800 annually beginning March 1, 2017. Director Gamble voted in opposition.

ADJOURNMENT – Chair Hernandez adjourned the meeting at 8:46 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, November 17, 2016, at 5:30 p.m.



Sherry A.F. Wentz, CMC
Clerk of the Authority