



**NOTICE AND CALL OF A SPECIAL MEETING OF
THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS**

A Special Meeting of the
Orange County Fire Authority Board of Directors
has been scheduled for July 27, 2017
at 6:00 p.m.

The meeting will be held at:
Orange County Fire Authority
Regional Fire Operations & Training Center
Board Room
1 Fire Authority Road
Irvine, CA

The business to be transacted at the meeting will be
as shown on the attached Agenda.

Opportunity will be provided for members of the public to address the
Orange County Fire Authority Board of Directors
regarding any item of business as described on the Agenda.

Elizabeth Swift, Chair



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS SPECIAL MEETING

Thursday, July 27, 2017

6:00 P.M.

Regional Fire Operations and Training Center

Board Room

1 Fire Authority Road

Irvine, CA 92602

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Board of Directors after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Fire Authority Board, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

CALL TO ORDER

INVOCATION by OCFA Chaplain Emily McColl

PLEDGE OF ALLEGIANCE by Director Hernandez

ROLL CALL

PRESENTATIONS

No items.

PUBLIC COMMENTS

Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Board on items within the Board’s subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at www.ocfa.org. You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

CONSENT CALENDAR

No items.

DISCUSSION CALENDAR

5B Increase of Contingency Funds Tenant Improvements for Urban Search and Rescue Warehouse and Training Center

Submitted by: Dave Anderson, Assistant Chief/Support Services Department

Recommended Actions:

Due to the unforeseen conditions and volume of contaminated soil, staff is recommending the Board:

1. Approve and authorize an additional \$100,000 to the existing contingency amount of \$192,439 for a new contingency total of \$292,439 and a total project amount not to exceed \$908,697.
2. Approve and authorize staff to increase FY 2017/18 Capital Improvement Program (123) appropriations in the amount of \$100,000 to fund the increased contingency.
3. Approve and authorize a change order to the existing contract with ICS and GSI as required for the additional work performed, not to exceed the authorized contingency funding for the project

REPORTS

No items.

CLOSED SESSION

CS4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Authority: Exposure to Litigation pursuant to Government Code Section 54956.9(b)
(1 case)

CS5. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION
Authority: Government Code Section 54956.9(c) (1 case)

CLOSED SESSION REPORT

ADJOURNMENT - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for September 28, 2017, at 6:00 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 24 hours prior to the meeting. Dated this 26th day of July 2017.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting	Wednesday, August 9, 2017, 12:00 noon
Claims Settlement Committee Meeting	Thursday, August 24, 2017, 5:30 p.m.
Executive Committee Meeting	Thursday, August 24, 2017, 6:00 p.m.



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Special Meeting
July 27, 2017

Agenda Item No. 5B
Discussion Calendar

Increase of Contingency Funds Tenant Improvements for Urban Search and Rescue Warehouse and Training Center

Contact(s) for Further Information

Dave Anderson, Assistant Chief daveanderson@ocfa.org 714.573.6006
Support Services Department

Patrick Bauer, Property Manager patrickbauer@ocfa.org 714.573.6471

Summary

This agenda item seeks an increase in the project contingency amount for the tenant improvement project at the Urban Search and Rescue (USAR) Warehouse and Training Center currently being performed by Hoffman Management and Construction Corp., the lowest responsive and responsible bidder, responding to formal bid RO2161.

Prior Board/Committee Action

At the January 26, 2017, meeting, the Board of Directors awarded a contract to Hoffman Management and Construction Corp. in the amount of \$616,258, as well as a 10% contingency in the amount of \$61,625.

At the June 22, 2017, meeting, the Executive Committee increased the contingency amount from 10% of the total project amount \$61,625 to 15%, or \$92,439, for a total project amount not to exceed \$708,697 to cover the costs of soil remediation.

At the July 13, 2017, meeting, the Board of Directors increased the contingency amount from \$92,439 to \$192,439, for a total project amount not to exceed \$808,697 to cover the cost to completely remove the concrete foundations and soil remediation.

RECOMMENDED ACTION(S)

Due to the unforeseen conditions and volume of contaminated soil, staff is recommending the Board:

1. Approve and authorize an additional \$100,000 to the existing contingency amount of \$192,439 for a new contingency total of \$292,439 and a total project amount not to exceed \$908,697.
2. Approve and authorize staff to increase FY 2017/18 Capital Improvement Program (123) appropriations in the amount of \$100,000 to fund the increased contingency.
3. Authorize a change order to the existing contracts with ICS and GSI as required for the additional work performed, not to exceed the authorized contingency funding for the project.

Impact to Cities/County

Not Applicable.

Fiscal Impact

A FY 2017/18 budget adjustment of \$100,000 is requested to cover anticipated Change Order expenses.

Background

On January 26, 2017, the Board of Directors approved a contract award to Hoffman Management and Construction Corp. in the amount of \$616,258 along with an additional 10% (\$61,625) allowance for any unforeseen conditions that may arise during construction, for a total not to exceed amount of \$677,883. Any use of contingency funds for emergency purposes or unforeseen conditions effecting construction schedule were to be reported back to the Executive Committee at the next available meeting in an effort to keep the Board apprised of project status.

While planned, construction was being completed to upgrade the cement slab flooring, large concrete foundations were discovered under the slab, along with the discovery of contaminated soil. At the June 22, 2017, Executive Committee meeting, staff recommended an increase in the existing contingency amount from 10% of the total project amount (\$61,625) to 15%, or \$92,439, to cover the costs of soil remediation based on the best estimates available at that time.

During the initial soil remediation process, staff determined that it is in OCFA's best interest to treat the site based on residential guidelines due to the planned secondary use of the warehouse as a training facility and classrooms. To cover the cost to completely remove the concrete foundations and soil remediation, the Board of Directors on July 13, 2017, increased the contingency amount by \$100,000 to bring total contingency amount to \$192,697, and a total project amount not to exceed \$808,697.

The concrete foundations were removed and soil remediation efforts continued subsequent to the July 13 Board meeting. Environmental sampling and lab testing of removed soil revealed levels below residential thresholds for unrestricted use. Should the building be sold at a future date, the findings from this testing would require disclosure.

Due to the unforeseen conditions and volume of contaminated soil, staff is recommending the Board increase the existing contingency funds by an additional \$100,000 from \$192,439 to \$292,439 for a new total project amount not to exceed \$908,697. The increase in contingency is necessary should additional unforeseen conditions arise during remaining project work.

Staff will continue to report each use of contingency funds at monthly Executive Committee meetings and in compliance with the newly adopted Project Contingency Use policy.

Attachment(s)

Change Order Spreadsheet

Change Order Request (COR)	Date	Amount	Comments
COR 1	4/6/2017	\$3,016	Siesmic bracing changes
COR 2	4/10/2017	\$4,388	Electrical conduit repair
COR 3	4/27/2017	\$2,190	Bollard modifications
COR 4	5/11/2017	\$4,981	Bollard reinforcement and ADA railing compliance
COR 5	6/1/2017	\$423	Offset ductwork for ventilation system
COR 6	NA	\$0	
COR 7	6/8/2017	\$11,678	Increased costs of slab concrete removal
COR 8	6/12/2017	\$9,027	Partial demolition of concrete vaults
GSI (consultant)	6/8/2017	\$9,800	Environmental sampling and laboratory testing upon initial discovery of smelly soil
ICS (soil removal)	6/14/2017	\$21,788	Removal and treatment of soil
GSI Change Order	6/15/2017	\$3,600	Field screening of soil removal process and laboratory testing
GSI Change Order		\$3,600	Environmental monitoring
ICS Change Order		\$8,910	Soil Remediation
Complete Pit Removal COR 9		\$29,106	While these do not pose an environmental risk, the structures would have to be disclosed as a current condition that could effect future value.
Plumbing Repair		\$2,500	
GSI Final Report and Closeout	Pending Approval	\$8,100	
ICS Final Soil Removal	Pending Approval	\$8,532	
	Total	\$131,639	
Project Delays	Estimate	\$41,805	Assumption based on 45 lost working days at \$929/day
Additional Backfill	Estimate	\$45,000	Material and labor needed to fill/compact excavation. Hoffman Const ~400CY
	Projected Total	\$218,444	