EXECUTIVE COMMITTEE REGULAR MEETING
Thursday, March 22, 2018
5:30 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 Executive Committee 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 Executive Committee, 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 Committee. 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 Chaplain Robert Benoun

PLEDGE OF ALLEGIANCE by Director Ta

ROLL CALL

1. PRESENTATIONS
   No items.
REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

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.

CLOSED SESSION
No items.

2. MINUTES

A. Minutes from the February 22, 2018, Regular Executive Committee Meeting
   Submitted by: Sherry Wentz, Clerk of the Authority

   Recommended Action:
   Approve as submitted.

3. CONSENT CALENDAR
   All matters on the consent calendar are considered routine and are to be approved with one motion unless a Committee Member or a member of the public requests separate action on a specific item.

A. Monthly Investment Reports
   Submitted by: Tricia Jakubiak, Treasurer
   Budget and Finance Committee Recommendation: APPROVE
   Recommended Action:
   Receive and file the reports.

B. Write-off for Uncollectible Account – Medix Ambulance Services
   Submitted by: Lori Zeller, Assistant Chief/Business Services Department
   Budget and Finance Committee Recommendation: APPROVE
   Recommended Action:
   Approve the write-off of $68,921.73 as a one-time adjustment for uncollectible accounts due from Medix Ambulance Services.
C. **Salary Range Adjustment for Assistant Fire Marshal Classification**
   Submitted by: Brigette Gibb, Director/Human Resources

   **Recommended Actions:**
   1. Adopt revised salary range for Assistant Fire Marshal to correct internal salary
      compression issues in the fire prevention series.
   2. Direct staff to increase FY 2017/18 appropriations in General Fund 121 by $7,153.

D. **Blanket Order Contract Increase and Extension for Medical Laboratory Testing Services**
   Submitted by: Brian Young, Assistant Chief/Operations Department

   **Recommended Actions:**
   1. Approve and authorize the Purchasing Manager to increase the current contract with
      Agathos Laboratories, Inc. for medical laboratory testing services by $40,000 for a new
      total not to exceed $132,000.
   2. Approve and authorize the Purchasing Manager to renew the contract for an additional
      three years, so long as the annual amount doesn’t exceed $132,000 annually ($396,000)
      during the three-year period).

E. **Blanket Order Contract Increase for Helicopter Maintenance and Repair Services
   and Special Procurement for Super Huey Modifications**
   Submitted by: Brian Young, Assistant Chief/Operations Department

   **Recommended Actions:**
   1. Approve and authorize the Purchasing Manager to issue a one-time increase to the
      blanket order contract with RSI in the amount of $631,500 (from $150,000 to
      $781,500) for the current contract ending November 30, 2018.
   2. Approve and authorize the Purchasing Manager to extend the contract up to four years
      at $300,000 per year with annual increases not to exceed 3% or the percentage increase
      in the U.S. Department of Labor Consumer Price Index for All Urban Consumers,
      Services, in the Los Angeles-Riverside-Orange County, CA Area, whichever is lower.
   3. Approve and authorize the Purchasing Manager to increase purchase order P0011106
      to RSI by $51,940 (from $27,832 to $79,772) for additional repairs required to
      complete the HC1 main rotor blade repairs.

F. **Cooperative Contract for Information Technology Staff Augmentation Services**
   Submitted by Dave Anderson, Acting Fire Chief

   **Recommended Action:**
   Approve and authorize the Purchasing Manager to execute the proposed Professional
   Services Agreement with Computer Aid, Inc. for staff augmentation services for a two-
   year term at an amount not to exceed $1,257,412.
G. This Agenda Item Number Intentionally Not Used.

H. Sole Source Contract Amendment with FATPOT Technologies, LLC and Increase for the Regional CAD2CAD System Upgrade Project
Submitted by Dave Anderson, Acting Fire Chief

Recommended Actions:
1. Approve and authorize the Purchasing Manager to Execute Change Order No. 1 to the FATPOT Software License and Services Agreement to upgrade to the Regional Next Generation CAD2CAD system and allow FATPOT to act as OCFA’s agent to define, administer, and enter into CAD System Adapter Agreement(s) with Cooperating Agencies and third-party system providers to implement the project as necessary.
2. Approve and authorize the Purchasing Manager to increase the current sole source contract amount of $196,900 ($179,000 + $17,900 contingency budget) with FATPOT by $125,843 for a new not to exceed total of $322,743 for additional services as specified in Change Order No. 1.

I. Sole Source Request with TriTech Software Systems for the Regional CAD2CAD System Upgrade Project
Submitted by Dave Anderson, Acting Fire Chief

Recommended Action:
Approve and authorize the Purchasing Manager to issue a sole source contract to TriTech Software Systems in the amount of $120,453.50 to upgrade and replace the current CAD System Adapter (Interface) including testing, training, and first year of support and maintenance.

J. Sole Source Fire Station Alerting System Replacement for Fire Stations 63 (Buena Park) and 66 (Westminster)
Submitted by Dave Anderson, Acting Fire Chief

Recommended Actions:
1. Approve and authorize the Purchasing Manager to issue sole source contracts to Westnet for the replacement of the fire station alerting systems at OCFA Fire Stations 63 and 66 in the amount of $124,515.
2. Approve and authorize the addition of a 10% contingency ($12,451) to the contract for additional services that may be required during the replacements with the stipulation that the Board Chair and Vice Chair will be notified before commitment of any contingency funds is made.
3. Approve and authorize the Purchasing Manager to extend and increase the annual maintenance contract with Westnet for up to five years based on the proposed pricing schedule with the ability to increase the annual amount as additional equipment is added to the stations so long as the increase doesn’t exceed $150,000 for the proposed annual pricing schedule.
END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR
   No items.

COMMITTEE MEMBER COMMENTS

CLOSED SESSION
   No items.

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 72 hours prior to the meeting. Dated this 16th day of March 2018.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting  Wednesday, April 11, 2018, 12 noon
Claims Settlement Committee Meeting   Thursday, April 26, 2018, 5:00 p.m.
Executive Committee Meeting           Thursday, April 26, 2018, 5:30 p.m.
Board of Directors Meeting            Thursday, April 26, 2018, 6:00 p.m.