

MINUTES

ORANGE COUNTY FIRE AUTHORITY

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

CALL TO ORDER

Chair Sachs called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m.

INVOCATION

Chaplain Robert Benoun offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Joe Muller, Dana Point
Ed Sachs, Mission Viejo
Elizabeth Swift, Buena Park
Dave Shawver, Stanton
Todd Spitzer, County of Orange
Tri Ta, Westminster

Absent: Gene Hernandez, Yorba Linda

Also present were:

Acting Fire Chief Dave Anderson	Assistant Chief Lori Zeller
Assistant Chief Mike Schroeder	Assistant Chief Lori Smith
Assistant Chief Brian Young	Human Resources Director Brigitte Gibb
General Counsel David Kendig	Clerk of the Authority Sherry Wentz

1. PRESENTATIONS

No items.

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

Budget and Finance Committee Chair Muller reported at the February 14, 2018, meeting the Committee voted unanimously to send the Monthly Investment Reports and the Second Quarter Financial Newsletter to the Executive Committee for approval. The Committee held elections for its Chair and Vice Chair, voting by acclamation Director Hasselbrink as Vice Chair and myself as Chair for the ensuing term.

PUBLIC COMMENTS (F: 12.02A3)

Stephen Wontrobski, Mission Viejo resident, addressed the Request for Proposals process for certified public accounts and contract cities liability for OCFA unfunded pension.

CLOSED SESSION

No items.

2. MINUTES

A. Minutes from the February 22, 2018, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Swift and second by Director Ta, the Executive Committee voted unanimously by those present to approve the February 22, 2018, Executive Committee Minutes as submitted.

3. CONSENT CALENDAR (Agenda Item Nos. 3B and 3E were pulled for separate consideration)

A. Monthly Investment Reports (F: 11.10D2)

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

B. Write-off for Uncollectible Account – Medix Ambulance Services (F: 18.05D1)

Assistant Chief Lori Zeller pulled this item from the Consent Calendar to request the item be deferred to a future meeting pending possible reparation.

There was a brief discussion on reasoning behind the request to write-off the debt.

On motion of Director Spitzer and second by Director Shawver, the Executive Committee voted unanimously by those present to defer the item to a future meeting.

C. Salary Range Adjustment for Assistant Fire Marshal Classification (F: 17.18)

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

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 (F: 17.10J3)

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

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 (F: 19.10C)

Director Spitzer pulled this item from the Consent Calendar to inquire on the status of the helicopter mediation between OCFA and the Orange County Sheriff's Department.

General Counsel David Kendig informed the Committee that discussion would be taking place during this evening's Board of Directors Closed Session.

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

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
(F: 19.08A2a)

On motion of Director Ta and second by Director Shawver, the Executive Committee voted unanimously by those present to 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 (F: 19.08A3A)

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

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 (F: 19.08A3A)

On motion of Director Ta and second by Director Shawver, the Executive Committee voted unanimously by those present to 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) (F: 19.071)

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

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.

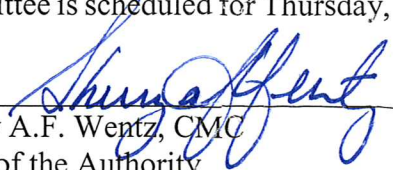
COMMITTEE MEMBER COMMENTS

The Executive Committee offered no comments.

CLOSED SESSION

No items.

ADJOURNMENT Chair Sachs adjourned the meeting at 5:50 p.m. The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, April 26, 2018.



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