



ORANGE COUNTY FIRE AUTHORITY

AGENDA

Pursuant to the Brown Act, this meeting also constitutes a meeting of the Board of Directors.

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, August 23, 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 Senior Chaplain Dave Keehn

PLEDGE OF ALLEGIANCE by Director Spitzer

ROLL CALL

1. PRESENTATIONS

No items.

REPORTS (No items)**REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR**

As the August meeting was cancelled, there will be no report; the Committee will hold a special meeting on September 4, 2018.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

As the August meeting was cancelled, there will be no report; the next regular meeting will be held on September 12, 2018.

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.

2. MINUTES**A. [Minutes from the July 26, 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

Recommended Action:

Receive and file the reports.

B. Mission-Driven Culture Organizational and Leadership Development

Submitted by: Brian Fennessy, Fire Chief

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with International Association of Fire Chiefs for three years in an amount not to exceed \$880,000 (Year One - \$472,500, Year Two - \$306,500 and Year Three - \$101,000) for mission-driven culture education development training.

C. Memorandum of Understanding – Hold Harmless Agreement with the Federal Bureau of Investigation

Submitted by: Mark Sanchez, Assistant Chief/Operations Department

Recommended Action:

Approve and authorize the Fire Chief or his designee to execute the proposed Memorandum of Understanding with the Federal Bureau of Investigation.

D. Award of Contract for Fire Policy Manual & Daily Training Bulletins

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

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Lexipol, LLC for a three-year period in an amount not to exceed \$364,055 (Year One-\$171,185, Year Two-\$124,685, and Year Three-\$68,185) inclusive of implementation services.

E. Request to Add Additional Features and Purchase Order Increase for TriTech Computer Aided Dispatch Systems

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue a purchase order to TriTech Software Systems in the amount of \$27,580 for licensing of the TriTech RapidSOS Interface and additional Inform Compute Aided Dispatch Archive Server Software including database administration configuration services and the first year of support and maintenance.
2. Approve and authorize the Purchasing Manager to amend and increase purchase order P0011224 with TriTech for the Regional CAD2CAD System Adapter by \$28,700 for additional integration services including testing, training, and the first year of support and maintenance.

F. Blanket Order Increase Communications Equipment Installation Professional Services

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

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with 911 Vehicle to increase and extend the current blanket order for communications equipment installation services for the final, one-year optional renewal at an annual amount not to exceed \$240,000.

G. Purchase Order Contract Increase for Communications Equipment Installation Professional Services

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

Recommended Actions:

Approve and authorize the Purchasing Manager to amend and increase the current professional services agreement with Bear Communications, Inc. by \$170,250 for additional installation services needed to install in-vehicle 800MHz portable radio battery chargers in up to 340 OCFA emergency apparatus and vehicles for a new not to exceed amount of \$327,750.

H. Award of RFP #JA2288 Purchase of Two Crew Carrier Vehicles

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

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Boise Mobile Equipment for the purchase of two crew carrier vehicles in a total amount of \$606,665 (\$303,333 each vehicle).

I. Blanket Order Contract Increase for Detroit Diesel Engine Parts and Repair Services

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase the current blanket order contract with Valley Power Systems Inc., in the amount of \$50,000, not to exceed \$150,000 annually, and increase the current blanket order contract with Harbor Diesel in the amount of \$50,000, not to exceed \$100,000 annually, for the current contracts ending November 30, 2018.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the funding between the two vendors as requested by the department provided the aggregate amount does not exceed \$250,000 annually.
3. Approve and authorize the Purchasing Manager to extend the contracts up to four additional one-year renewals, at the adjusted amounts, with annual price increases not to exceed 3% per year 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.

J. Blanket Order Contract Extension for Janitorial Services at the Regional Fire Operations and Training Center

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

Recommended Action:

Approve and authorize the Purchasing Manager to extend the contract with DMS for janitorial services at Regional Fire Operations and Training Center from September 30, 2018, through April 30, 2019, in an amount not to exceed \$88,727.

K. Contract Increase for Apparatus Bay Door Maintenance and Repair

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to amend and increase the current contract with Mako Overhead Door for apparatus bay door maintenance and repair services in the amount of \$100,000, not to exceed \$200,000, for the current contract ending October 31, 2018.
2. Approve an increase to the current contract with Mako Overhead Door for apparatus door maintenance and repair services for the remaining two, one-year optional renewals for an amount not to exceed \$200,000 annually.

L. Approval for Donation of Doublewide Trailer to Centralia School District

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

Recommended Action:

Approve and authorize the Purchasing Manager to donate the doublewide trailer used at Temporary Fire Station 61 to the Centralia School District per SOP AD.03.06.

M. Sole Source Purchase of the Drip Drop Hydration, Inc. Oral Rehydration Solution

Submitted by: Brigitte Gibb, Human Resources Director

Recommended Action:

Approve and authorize the Purchasing Manager to issue a sole source contract to Drip Drop Hydration, Inc., for a three-year aggregate amount not to exceed \$150,000 (up to \$50,000 annually).

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, September 27, 2018, at 5:30 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 72 hours prior to the meeting. Dated this 16th day of August 2018.

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

UPCOMING MEETINGS:

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| Human Resources Committee Special Meeting | Tuesday, September 4 2018, 12 noon |
| Budget and Finance Committee Meeting | Wednesday, September 12, 2018, 12 noon |
| Claims Settlement Committee Meeting | Thursday, September 27, 2018, 5:00 p.m. |
| Executive Committee Meeting | Thursday, September 27, 2018, 5:30 p.m. |
| Board of Directors Meeting | Thursday, September 27, 2018, 6:00 p.m. |