



# 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, January 23, 2020

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 Jeff Hetschel

PLEDGE OF ALLEGIANCE by Director Ta

### ROLL CALL

### 1. PRESENTATIONS

No items.

## REPORTS

### REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

#### REPORT FROM FIRE CHIEF

- Quarterly Capital Improvement Projects Report

## 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](http://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 (A) November 21, 2019, Regular and (B) December 5, 2019, Special Executive Committee Meetings

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. Blanket Order Contract Increase for Helicopter Maintenance Repair Services**

Submitted by: Brian Norton, Division Chief/Special Operations

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase the blanket order contract with RSI in the amount of \$204,366 (to a total not to exceed amount of \$1,250,480) for the current contract ending November 30, 2019, to pay for work completed as part of the major inspection services.
2. Approve and authorize the Purchasing Manager to increase the blanket order beginning December 1, 2019, in the amount of \$800,000 (from \$300,000 to \$1,100,000) to cover the major inspection service for Helicopter 4 and the annual as-needed repairs.
3. Approve and authorize the Purchasing Manager to increase the contract value from \$300,000 to \$800,000 annually on the remaining two contract extensions (through November 30, 2023).

**C. Increase to Agreement for Engineering and Construction Management Services for Expanded OCFA Training Grounds Upgrades**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the professional services agreement with RSSE Structural Engineers, Inc., and corresponding one-time purchase order, by \$692,000 to an amount not to exceed \$852,000 for expanded services in support of the RFOTC Training Grounds Upgrade Project.

**D. Project and Construction Management Services for Fire Station Renovations Project: Stations 14 & 16 (Silverado) and 32 & 53 (Yorba Linda)**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue a one-time Purchase Order in the amount of \$285,000 for OCFA Renovations Project: Stations 14, 16, 32, 53.
2. Approve and authorize the Purchasing Manager to increase the professional services agreement with Griffin Structures by \$150,000 to an amount not to exceed \$250,000 annually.

**E. Blanket Order Contract Increase for General Counsel Services**

Submitted by: Lori Zeller, Deputy Chief/Administration and Support Bureau

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase Blanket Order 1267 with Woodruff Spradlin & Smart by \$146,610 for a total not to exceed \$671,610, to cover legal costs for the remainder of the contract year (through February 29, 2020).
2. Approve and authorize the Purchasing Manager to establish the new Blanket Order (beginning March 1, 2020) in a not to exceed amount of \$675,000.

**END OF CONSENT CALENDAR**

**4. DISCUSSION CALENDAR**

No items.

**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Orange County Fire Executive Committee is scheduled for Thursday, February 27, 2020, 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 Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 16<sup>th</sup> day of January 2020.

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

**UPCOMING MEETINGS:**

Human Resources Committee Meeting	Tuesday, February 4, 2020, 12 noon
Budget and Finance Committee Special Meeting*	Tuesday, February 11, 2020, 12 noon
Executive Committee Meeting	Thursday, February 27, 2020, 5:30 p.m.
Board of Directors Meeting	Thursday, February 27, 2020, 6:00 p.m.

\*Due to Holiday