



ORANGE COUNTY FIRE AUTHORITY AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, May 25, 2023
5:30 P.M.

Regional Fire Operations and Training Center
Board Room
1 Fire Authority Road
Irvine, CA 92602

Vince Rossini, Chair • John O'Neill, Vice Chair
Dave Shawver • Shelley Hasselbrink • Donald P. Wagner
Noel Hatch • Mark Tettemer • Phil Bacerra • Gene Hernandez
Ex Officio Member - Dennis Wilberg, Mission Viejo

NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

In Person Comments at Meeting: 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 Committee on items within their 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 Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, 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 item being considered. Speaker Forms are available at the entryway of meeting location.

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

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 committee members 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 the 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>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER by Chair Rossini

INVOCATION by OCFA Chaplain Devin Chase

PLEDGE OF ALLEGIANCE by Director Hatch

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.

1. PRESENTATIONS

No items.

2. 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. Minutes for the Executive Committee Meeting

Submitted by: Maria D. Huizar, Clerk of the Authority

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes for the April 27, 2023, Regular Meeting as submitted.

B. Monthly Investment Reports

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and James Slobojan, Assistant Treasurer/ Treasury & Financial Planning

On May 10, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 7-0 (Directors Hasselbrink and Bourne absent).

Recommended Action:

Receive and file the reports.

C. Third Quarter Financial Newsletter

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and Stuart Lam, Budget Manager/Treasury & Financial Planning

On May 10, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 7-0 (Directors Hasselbrink and Bourne absent).

Recommended Action:

Receive and file the report.

D. Third Quarter Purchasing Report

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Manager

On May 10, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 7-0 (Directors Hasselbrink and Bourne absent).

Recommended Action:

Receive and file the report.

E. Increase to Agreement for FireHawk Helicopters

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Kyle Kuzma, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Purchasing Manager to increase the previously approved Master Purchase Agreement with United Rotorcraft by \$307,400 to a new total amount not to exceed \$56,179,380.32.

F. [Contract Award for Automated Medication Dispensing System](#)

Submitted by: Rob Capobianco, Assistant Chief/Emergency Medical Services & Training Department and Paul Whittaker, Battalion Chief/Emergency Medical Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to enter into a Master Agreement in a form approved by legal counsel (current draft attached) with CareFusion Solutions for the purchase and implementation of AMDS equipment and monthly equipment support/maintenance for an amount not to exceed \$307,340.

G. [Increase Blanket Order Contract for Detroit Diesel Engine Maintenance and Repair Services](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Kevin Berghaus, Fleet Services Division Manager/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the blanket order contract amount with Harbor Diesel and Equipment by \$152,543 to a total not to exceed \$352,543 for the contract period ended April 2023.

H. [Contract Renewal for Special Counsel: Professional Labor Negotiation Services](#)

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Lori Zeller, Deputy Chief/Administration & Support Bureau

Recommended Action:

Authorize the Purchasing Manager to extend the previously approved Professional Services Agreement with Peter Brown, Liebert Cassidy Whitmore, for professional labor negotiation services for a three year term through June 30, 2026, plus two optional one-year renewals, at an annual amount not to exceed \$125,000.

I. [Award of Contract for Copier Replacement – RFP RO2598](#)

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Joel Brodowski, IT Division Manager/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue a blanket order for a five-year term to lease multifunctional devices (MFD) units with UBEO West, LLC based on the pricing provided in the Best and Final Offer (BAFO) for an annual contract amount not to exceed \$120,000 (\$600,000 aggregate).
2. Approve and authorize the Purchasing Manager to extend the previously approved lease for Sharp copiers/MFDs with CBE on a month-to-month basis to provide time for transition to the new service provider for an amount not to exceed \$80,000.

J. Contract Renewal for Computer Aided Dispatch and CAD2CAD Software Maintenance/Support and Programming Professional Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Division Manager/Logistics Department

Recommended Actions:

Approve and authorize the Purchasing Manager to:

1. Renew the existing CAD software maintenance and support contract with CentralSquare for a five-year period for an amount not to exceed \$383,212.51 (year one).
2. Renew the existing CAD2CAD software maintenance and support contract with CentralSquare for a five-year period for an amount not to exceed \$87,670.70 (year one).
3. Renew the existing Professional Services Agreement for as-needed system enhancements for a five-year period for an amount not to exceed \$50,000 (year one).

K. Blanket Order for Workers Compensation Related Medical Services

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager/Human Resources Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a blanket order contract to Edinger Urgent Care for workers' compensation related medical services in an amount not to exceed \$100,000 annually.

L. Increase to Agreement for Industrial Hygiene Support Services

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager/Human Resources Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the Professional Services Agreement with Aero Environmental Services, LLC by \$120,000 to an annual amount not to exceed \$200,000.

3. DISCUSSION CALENDAR

None

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, June 22, 2023 at 5:30 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case 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.

Maria D. Huizar, CMC
Clerk of the Authority

FUTURE EC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- Aviation Annual Insurance Renewal
- Annual Workers Compensation and General Liability Insurance
- Quarterly CIP Update

UPCOMING MEETINGS:

Budget and Finance Committee
Executive Committee
Board of Directors

Wednesday, June 14, 2023, 12 noon
Thursday, June 22, 2023, 5:30 p.m.
Thursday, June 22, 2023, 6:00 p.m.