



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 28, 2016

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 OCFA Senior Chaplain Dave Keehn

PLEDGE OF ALLEGIANCE by Director Hatch

ROLL CALL

1. PRESENTATIONS

No items.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE HUMAN RESOURCES 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 Committee on items within the Committee'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 Committee as a whole, and do not engage in dialogue with individual Committee 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 Executive Committee meeting.

2. MINUTES

A. Minutes from the October 15, 2015, 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's Recommendation: APPROVE

Recommended Action:

Receive and file the reports.

B. First Quarter Financial Newsletter

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Budget and Finance Committee's Recommendation: APPROVE

Recommended Action:

Receive and file the report.

C. Quarterly Purchasing Report

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Budget and Finance Committee's Recommendation: *APPROVE*

Recommended Action:

Receive and file the report.

D. Blanket Order Contract Increase - Special Counsel for Equity Proceedings

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Authorize the Purchasing Manager to increase Blanket Order B01501 by \$100,000 and extend the duration through January 31, 2017, for T. Peter Pierce of Richards, Watson & Gershon for continuing legal matters associated with the Second Amendment to the Amended Joint Powers Agreement and related equity proceedings.

E. Amendment to Agreement for Audio Visual Upgrades

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Fire Chief to execute the proposed first amendment to the Professional Services Agreement with TK1SC to modify the scope of work and increase the contract by \$22,500 for a new not to exceed amount of \$109,500.

F. Cooperative Purchase for Motorola Mobile Radios

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Motorola in the amount of \$164,002.97, for the purchase of 28 APX6500 mobile radios, and 9 APX7500 single band console radios.

G. Blanket Order Contract Renewals - Information Technology

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to renew the blanket order contract with Graybar, Inc. for purchasing cabling, network and rack supplies, telecommunications and audio visual supplies, tools, and accessories, for a not to exceed amount of \$20,000 for two additional years.
2. Approve and authorize the Purchasing Manager to renew a blanket order contract with IBM Global Services in an amount not to exceed \$60,000 annually for up to four years.
3. Approve and authorize the Purchasing Manager to renew and increase the blanket order contract with Hewlett Packard for ongoing maintenance and support of the Storage Area Network (SAN) EVA6000 system for an amount not to exceed \$27,000.

H. Sole Source Contract - Information Technology

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to establish a sole source blanket order contract for Voice Print International (VPI) for the 9-1-1 voice recording system software maintenance contract for an aggregate amount not to exceed \$26,000 for three years.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

A. Award of Bid #RO2049 – Regional Fire Operations and Training Center Lighting Retrofit Project

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to All-Phase Electric Supply, Inc. for a total amount of \$134,800.20 (includes sales tax) for the purchase of Light Emitting Diode light tubes for the Regional Fire Operations and Training Center.

COMMITTEE MEMBER COMMENTS

CLOSED SESSION

No items.

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, February 25, 2016, 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 Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 21st day of January 2016.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting	Wednesday, February 10, 2016, 12:00 noon
Claims Settlement Committee Meeting	Thursday, February 25, 2016, 5:00 p.m.
Executive Committee Meeting	Thursday, February 25, 2016, 5:30 p.m.
Board of Directors Meeting	Thursday, February 25, 2016, 6:00 p.m.

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting
Thursday, October 15, 2015
6:00 P.M.**

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

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Executive Committee was called to order on October 15, 2015, at 6:01 p.m. by Chair Hernandez.

INVOCATION

Chaplain Duncan McColl offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Carol Gamble, Rancho Santa Margarita
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Jerry McCloskey, Laguna Niguel
David Shawver, Stanton
Todd Spitzer, County of Orange

Absent: Al Murray, Tustin
Beth Swift, Buena Park

Also present were:

Fire Chief Jeff Bowman	Assistant Chief Mike Schroeder
Assistant Chief Lori Zeller	Assistant Chief Brian Young
Assistant Chief Dave Thomas	General Counsel David Kendig
Clerk of the Authority Sherry Wentz	Human Resources Director Jeremy Hammond

1. PRESENTATIONS

No items.

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

Budget and Finance Committee Chair McCloskey reported at the October 14, 2015, meeting of the Budget and Finance Committee, the Committee voted unanimously to direct staff to place the Fourth Quarter Financial Newsletter and the Monthly Investment Report on the agenda for the Executive Committee meeting with the Budget and Finance Committee's recommendations that the Executive Committee receive and file the reports. The Budget and Finance Committee also voted unanimously to direct staff to place the Quarterly Change Order Report and the Replacements for Broker/Dealer List on the agenda for the Executive Committee meeting, with the Budget and Finance Committee's recommendations that the Executive Committee approve the recommended actions. The Budget and Finance Committee voted unanimously to receive and file the report on the Quarterly Status Update Orange County Employees' Retirement System.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Human Resources Committee Chair Shawver reported the Human Resources Committee did not meet in the month of October; therefore, there is nothing to report at this time.

PUBLIC COMMENTS (F: 12.02B3)

Stephen Wontrobski, Mission Viejo resident, addressed concerns regarding patient care reports.

2. MINUTES

A. Minutes from the September 17, 2015, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Lalloway and second by Director Shawver, the Executive Committee voted by those present to approve the September 17, 2015, Minutes as submitted. Director Gamble was recorded as abstaining, due to her absence from the meeting.

3. CONSENT CALENDAR (Agenda Item 3A, 3B, and 3F were pulled for separate consideration)

A. Monthly Investment Reports (F: 11.10D2)

Director Spitzer addressed the notable decrease in the portfolio funds.

Treasurer Tricia Jakubiak stated this reflects significant disbursements for the month including two bi-weekly payrolls.

Minutes

OCFA Executive Committee Regular Meeting

October 15, 2015 Page - 2

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

B. Fourth Quarter Financial Newsletter (F: 15.07)

Ray Geagan, President of the Orange County Professional Firefighters, Local 3631, addressed unfunded liabilities, firefighter's contract negotiations, and stated that any return of Structural Fire Funds to the City of Irvine should be returned to its taxpayers.

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

C. Quarterly Change Order Report (F: 11.10H1)

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

1. Receive and file the quarterly report.
2. Approve and authorize the Purchasing Manager to renew four blanket order contracts for heavy duty vehicle parts with Romaine Electric, Stommel dba Lehr Auto, Code 3, and Wattco for three years and add/redistribute funds to the contracts as needed, so long as the annual value does not exceed \$100,000 for the four contracts combined.
3. Approve and authorize the Purchasing Manager to renew the blanket order contract for light duty vehicle parts with One Stop Parts Source for three years at \$50,000 annually.

D. Blanket Order Contract Extension - Internal Affairs Connections, Inc. (F: 15.09F) (X: 17.25)

On motion of Director Lalloway and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to increase and extend the blanket order with Internal Affairs Connections, Inc., including an increase of \$50,000 to B01320-4 for background investigations, to cover costs on a month-to-month basis through January 30, 2016.

E. Blanket Order Contract Renewals - Property Management (F: 15.09F) (X: 18.07B7) (X: 19.07)

On motion of Director Lalloway and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to renew, extend, and increase the blanket orders for David Wheeler Pest Control, O'Connell Landscape Maintenance, and DMS Facilities Maintenance contracts for up to three additional years as specified within this report.

F. Blanket Order Contract Renewals – Information Technology (F: 15.09F)
(X: 19.08A3b) (X: 19.08A5) (X: 19.08Ala) (X: 17:14B) (X: 19.084)

Director Gamble inquired to the increase of the sole source blanket order with Zoll Data Systems, Inc.

Assistant Chief Mike Schroeder reported the request to the Board is for approval of a renewal only for the sole source blanket order, and amended the recommended action.

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

1. Approve, as amended, and authorize the Purchasing Manager to renew sole source blanket order contracts with Zoll Data Systems, Inc. for the Orange County Fire Incident Reporting System, Deccan International for the Fire/EMS Computer Aided Dispatch analysis and planning software, and Geospatial Technology for software used by the Regional Automatic Vehicle system.
2. Approve and authorize the Purchasing Manager to renew the blanket order contracts with Citrix Online for web conferencing and training services, and with Leavitt Communications for pager repairs.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

A. Replacements for Broker/Dealer List (F: 11.10D4)

Treasurer Tricia Jakubiak presented a report on replacements for the Broker/Dealer List.

Stephen Wontrobski, Mission Viejo resident, revisited his past concerns with the firm UBS and spoke in opposition to FINRA.

On motion of Director Lalloway and second by Director McCloskey, the Executive Committee voted by those present to approve the addition of RBC Capital Markets, LLC and Wedbush Securities Inc. to the Broker/Dealer List, which already includes FTN Financial Securities Corp. and Raymond James Financial Services Inc., and authorize the List for a term of two years through October 31, 2017. Directors Gamble and Spitzer voted in opposition.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Gamble thanked Chair Hernandez for the opportunity to serve on the Executive Committee.

Director Lalloway applauded the City of Irvine's Police Department Community Emergency Response Team for its recognition by the Federal Emergency Management Agency with the prestigious Individual and Community Preparedness Award.

Fire Chief Bowman suggested the OCFA prepare a letter to congratulate the Irvine Police Department on receiving this recognition.

CLOSED SESSION

No items.

ADJOURNMENT – Chair Hernandez adjourned the meeting at 6:54 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, November 19, 2015, at 6:00 p.m.

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



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3A
Consent Calendar

Monthly Investment Reports

Contact(s) for Further Information

Tricia Jakubiak, Treasurer Treasury & Financial Planning	triciajakubiak@ocfa.org	714.573.6301
Jane Wong, Assistant Treasurer	jane Wong@ocfa.org	714.573.6305

Summary

This agenda item is a routine transmittal of the monthly investment reports submitted to the Committee in compliance with the investment policy of the Orange County Fire Authority and with Government Code Section 53646.

Prior Board/Committee Action(s) – Committee Recommendation: *APPROVE*

At its regular January 13, 2016, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

Receive and file the reports.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

Since the Committee did not meet in December, attached are the final monthly investment reports for the months ending October 31 and November 30, 2015. A preliminary investment report as of December 18, 2015, is also provided as the most complete report that was available at the time this agenda item was prepared.

Attachment(s)

1. Final Investment Report – October 2015/Preliminary Report – November 2015
2. Final Investment Report – November 2015/Preliminary Report – December 2015

Orange County Fire Authority Monthly Investment Report



Final Report – October 2015

Preliminary Report – November 2015



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Orange County Fire Authority

Final Investment Report

October 31, 2015



EXECUTIVE SUMMARY

Portfolio Activity & Earnings

During the month of October 2015, the size of the portfolio decreased significantly by \$25.6 million to \$132.7 million. Significant receipts for the month included a cash contract payment, a property tax apportionment, charges for current services and intergovernmental agency payments totaling \$5.0 million. Significant disbursements for the month included primarily two biweekly payrolls, which were approximately \$9.8 million each with related benefits. Significant disbursements also included a \$10.0 million payment to OCERS for the FY 2016/17 pension cost pre-payment. Total October cash outflows for operating expenditures including the OCERS pre-payment amounted to approximately \$32.4 million. The portfolio's balance is expected to increase in November.

In October, the portfolio's yield to maturity (365-day equivalent) stayed unchanged at 0.37% from the prior month. The effective rate of return, however, decreased by 5 basis points to 0.31% for the month and edged down by 1 basis point to 0.33% for the fiscal year-to-date. The average maturity of the portfolio shortened by 72 days to 77 days to maturity.

Economic News

The U.S. economy improved in October, although overall economic activity remained mixed. Employment conditions strengthened noticeably in October. There were 271,000 new jobs created for the month, a much stronger number than expected. The unemployment rate continued to improve declining further to 5.0% from 5.1%. Consumer confidence stayed mixed in October, and retail sales posted a modest increase for the month. Manufacturing activity declined slightly in October while the non-manufacturing activity increased better than expected. Industrial production continued to fall slightly further. The CPI (Consumer Price Index) increased while the PPI (Producer Price Index) declined for the month. Housing activity stayed mixed. The LEI (Leading Economic Indicator) rose in October. On October 28, 2015, the Federal Open Market Committee met and voted to keep the federal funds rate unchanged at a target range of 0 – 0.25%. However, due to the recently improved economic data since the Fed's October meeting, particularly the employment and unemployment conditions, it's widely expected that the Fed will begin to raise interest rates at their upcoming scheduled meeting in December.



BENCHMARK COMPARISON AS OF OCTOBER 31, 2015

3 Month T-Bill: 0.02%

1 Year T-Bill: 0.26%

6 Month T-Bill: 0.11%

LAIF: 0.36%

OCFA Portfolio: 0.31%

PORTFOLIO SIZE, YIELD, & DURATION

	<u>Current Month</u>	<u>Prior Month</u>	<u>Prior Year</u>
<i>Book Value-</i>	\$132,679,458	\$158,324,031	\$133,906,613
<i>Yield to Maturity (365 day)</i>	0.37%	0.37%	0.27%
<i>Effective Rate of Return</i>	0.31%	0.36%	0.29%
<i>Days to Maturity</i>	77	149	188



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
October 31, 2015

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, Irvine, CA 92602
 (714)573-6301

(See Note 1 on page 9)

(See Note 2 on page 9)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	10,506,722.93	10,506,722.93	10,506,722.93	7.95	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	9,585,000.00	9,584,126.10	9,583,844.00	7.25	198	21	0.212	0.215
Federal Agency Coupon Securities	28,000,000.00	27,967,230.00	28,013,636.13	21.21	1,035	305	0.895	0.908
Federal Agency Disc. -Amortizing	34,000,000.00	33,997,510.00	33,995,858.47	25.73	130	41	0.108	0.109
Local Agency Investment Funds	50,000,000.00	50,029,732.30	50,000,000.00	37.85	1	1	0.352	0.357
Investments	132,091,722.93	132,085,321.33	132,100,061.53	100.00%	268	77	0.366	0.371
Cash								
Passbook/Checking (not included in yield calculations)	598,832.64	598,832.64	598,832.64		1	1	0.000	0.000
Total Cash and Investments	132,690,555.57	132,684,153.97	132,698,894.17		268	77	0.366	0.371

Total Earnings	October 31 Month Ending	Fiscal Year To Date
Current Year	37,690.95	186,799.08
Average Daily Balance	144,878,110.34	167,466,313.02
Effective Rate of Return	0.31%	0.33%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2015. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

11/6/15

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)

\$ 132,698,894.17

GASB 31 Adjustment to Books (See Note 3 on page 9)

\$ (19,436.11)

Total

\$ 132,679,458.06

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
October 31, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			10,506,722.93	10,506,722.93	10,506,722.93	0.001	0.001	1	
		Subtotal and Average	19,700,984.74		10,506,722.93	10,506,722.93	10,506,722.93		0.001	1	
Commercial Paper Disc. -Amortizing											
36959JYR8	860	GEN ELEC CAP CRP		04/23/2015	2,570,000.00	2,569,717.30	2,569,657.33	0.200	0.206	24	11/25/2015
36595JYL1	862	GEN ELEC CAP CRP		05/06/2015	6,015,000.00	6,014,518.80	6,014,333.34	0.210	0.218	19	11/20/2015
36959JYR8	866	GEN ELEC CAP CRP		07/01/2015	1,000,000.00	999,890.00	999,853.33	0.220	0.223	24	11/25/2015
		Subtotal and Average	9,583,011.86		9,585,000.00	9,584,126.10	9,583,844.00		0.215	21	
Federal Agency Coupon Securities											
3133EEA75	861	Federal Farm Credit Bank		04/23/2015	9,000,000.00	9,000,270.00	9,000,000.00	0.990	0.998	813	01/22/2018
3133EFJP3	869	Federal Farm Credit Bank(Callable 1-15-16)		10/15/2015	10,000,000.00	9,959,400.00	10,011,100.00	1.100	0.829	75	10/15/2018
3134G7FK2	863	Fed Home Loan Mtg Corp(Callable 12-23-15)		06/30/2015	9,000,000.00	9,007,560.00	9,002,536.13	1.100	0.905	52	03/23/2018
		Subtotal and Average	33,559,216.78		28,000,000.00	27,967,230.00	28,013,636.13		0.908	305	
Federal Agency Disc. -Amortizing											
313384NX3	865	Fed Home Loan Bank		07/01/2015	9,000,000.00	9,000,000.00	8,999,881.25	0.095	0.098	5	11/06/2015
313384QB8	867	Fed Home Loan Bank		07/01/2015	6,000,000.00	5,999,760.00	5,999,340.00	0.120	0.123	33	12/04/2015
313384QR3	868	Fed Home Loan Bank		07/01/2015	9,000,000.00	8,999,550.00	8,998,590.00	0.120	0.123	47	12/18/2015
313384RU5	870	Fed Home Loan Bank		10/26/2015	10,000,000.00	9,998,200.00	9,998,047.22	0.095	0.098	74	01/14/2016
		Subtotal and Average	32,028,402.98		34,000,000.00	33,997,510.00	33,995,858.47		0.109	41	
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,029,732.30	50,000,000.00	0.357	0.357	1	
		Subtotal and Average	50,006,493.98		50,000,000.00	50,029,732.30	50,000,000.00		0.357	1	
		Total and Average	144,878,110.34		132,091,722.93	132,085,321.33	132,100,061.53		0.371	77	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
October 31, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2015	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2015	578,832.64	578,832.64	578,832.64		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			144,878,110.34		132,690,555.57	132,684,153.97	132,698,894.17		0.371	77

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ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of November 1, 2015

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, Irvine, CA 92602
 (714)573-6301

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval: 0 days	(11/01/2015 - 11/01/2015)	4 Maturities	0 Payments	61,105,555.57	46.05%	61,105,555.57	61,135,287.87
Aging Interval: 1 - 30 days	(11/02/2015 - 12/01/2015)	4 Maturities	0 Payments	18,585,000.00	14.00%	18,583,725.25	18,584,126.10
Aging Interval: 31 - 60 days	(12/02/2015 - 12/31/2015)	2 Maturities	0 Payments	15,000,000.00	11.30%	14,997,930.00	14,999,310.00
Aging Interval: 61 - 91 days	(01/01/2016 - 01/31/2016)	1 Maturities	0 Payments	10,000,000.00	7.53%	9,998,047.22	9,998,200.00
Aging Interval: 92 - 121 days	(02/01/2016 - 03/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 122 - 152 days	(03/02/2016 - 04/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 153 - 183 days	(04/02/2016 - 05/02/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 184 - 274 days	(05/03/2016 - 08/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 275 - 365 days	(08/02/2016 - 10/31/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 366 - 1095 days	(11/01/2016 - 10/31/2018)	3 Maturities	0 Payments	28,000,000.00	21.11%	28,013,636.13	27,967,230.00
Aging Interval: 1096 days and after	(11/01/2018 -)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for		14 Investments	0 Payments		100.00	132,698,894.17	132,684,153.97



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFG Union Bank (formerly Union Bank) Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2015 includes an increase of \$18,799 to the LAIF investment and a decrease of (\$38,235) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.



Local Agency Investment Fund (LAIF)

As of October 31, 2015, OCFA has \$50,000,000 invested in LAIF. The fair value of OCFA's LAIF investment is calculated using a participant fair value factor provided by LAIF on a quarterly basis. The fair value factor as of September 30, 2015 is 1.000594646. When applied to OCFA's LAIF investment, the fair value is \$50,029,732 or \$29,732 above cost. Although the fair value of the LAIF investment is higher than cost, OCFA can withdraw the actual amount invested at any time.

LAIF is included in the State Treasurer's Pooled Money Investment Account (PMIA) for investment purposes. The PMIA market valuation at October 31, 2015 is included on the following page.



Fair Value Including Accrued Interest	\$	63,895,163,482.11
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Orange County Fire Authority

Preliminary Investment Report

November 20, 2015



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
November 20, 2015

Orange County Fire Authority
1 Fire Authority Road
Irvine, Irvine, CA 92602
(714)573-6301

(See Note 1 on page 18)

(See Note 2 on page 18)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	13,565,924.47	13,565,924.47	13,565,924.47	9.75	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	3,570,000.00	3,569,964.30	3,569,918.45	2.57	197	4	0.208	0.211
Federal Agency Coupon Securities	28,000,000.00	27,895,670.00	28,009,660.69	20.13	1,035	285	0.895	0.908
Federal Agency Disc. -Amortizing	44,000,000.00	43,993,770.00	43,993,800.00	31.62	101	43	0.120	0.122
Local Agency Investment Funds	50,000,000.00	50,029,732.30	50,000,000.00	35.94	1	1	0.352	0.357
Investments	139,135,924.47	139,055,061.07	139,139,303.61	100.00%	246	71	0.350	0.355
Cash								
Passbook/Checking (not included in yield calculations)	385,605.08	385,605.08	385,605.08		1	1	0.000	0.000
Total Cash and Investments	139,521,529.55	139,440,666.15	139,524,908.69		246	71	0.350	0.355

Total Earnings	November 20 Month Ending	Fiscal Year To Date
Current Year	25,711.33	212,510.41
Average Daily Balance	135,873,261.72	163,047,704.44
Effective Rate of Return	0.35%	0.33%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2015. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

11/27/15

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)

\$ 139,524,908.69

GASB 31 Adjustment to Books (See Note 3 on page 18)

\$ (19,436.11)

Total

\$ 139,505,472.58

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
November 20, 2015

(See Note 1 on page 18) (See Note 2 on page 18)

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			13,565,924.47	13,565,924.47	13,565,924.47	0.001	0.001	1	
		Subtotal and Average	12,783,061.26		13,565,924.47	13,565,924.47	13,565,924.47		0.001	1	
Commercial Paper Disc. -Amortizing											
36959JYR8	860	GEN ELEC CAP CRP		04/23/2015	2,570,000.00	2,569,974.30	2,569,942.89	0.200	0.206	4	11/25/2015
36959JYR8	866	GEN ELEC CAP CRP		07/01/2015	1,000,000.00	999,990.00	999,975.56	0.220	0.223	4	11/25/2015
		Subtotal and Average	9,283,674.75		3,570,000.00	3,569,964.30	3,569,918.45		0.211	4	
Federal Agency Coupon Securities											
3133EEA75	861	Federal Farm Credit Bank		04/23/2015	9,000,000.00	9,000,450.00	9,000,000.00	0.990	0.998	793	01/22/2018
3133EFJP3	869	Federal Farm Credit Bank (Callable 1-15-16)		10/15/2015	10,000,000.00	9,909,800.00	10,008,100.00	1.100	0.829	55	10/15/2018
3134G7FK2	863	Fed Home Loan Mtg Corp (Callable 12-23-15)		06/30/2015	9,000,000.00	8,985,420.00	9,001,560.69	1.100	0.905	32	03/23/2018
		Subtotal and Average	28,011,549.03		28,000,000.00	27,895,670.00	28,009,660.69		0.908	285	
Federal Agency Disc. -Amortizing											
313384QB8	867	Fed Home Loan Bank		07/01/2015	6,000,000.00	5,999,820.00	5,999,740.00	0.120	0.123	13	12/04/2015
313384QR3	868	Fed Home Loan Bank		07/01/2015	9,000,000.00	8,999,460.00	8,999,190.00	0.120	0.123	27	12/18/2015
313384RU5	870	Fed Home Loan Bank		10/26/2015	10,000,000.00	9,998,100.00	9,998,575.00	0.095	0.098	54	01/14/2016
313384RU5	871	Fed Home Loan Bank		11/12/2015	10,000,000.00	9,998,100.00	9,998,050.00	0.130	0.134	54	01/14/2016
313384RU5	872	Fed Home Loan Bank		11/12/2015	9,000,000.00	8,998,290.00	8,998,245.00	0.130	0.134	54	01/14/2016
		Subtotal and Average	35,794,976.68		44,000,000.00	43,993,770.00	43,993,800.00		0.122	43	
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,029,732.30	50,000,000.00	0.357	0.357	1	
		Subtotal and Average	50,000,000.00		50,000,000.00	50,029,732.30	50,000,000.00		0.357	1	
		Total and Average	135,873,261.72		139,135,924.47	139,055,061.07	139,139,303.61		0.355	71	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
November 20, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2015	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2015	365,605.08	365,605.08	365,605.08		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			135,873,261.72		139,521,529.55	139,440,666.15	139,524,908.69		0.355	71

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ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of November 21, 2015

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, Irvine, CA 92602
 (714)573-6301

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(11/21/2015 - 11/21/2015)	4 Maturities	0 Payments	63,951,529.55	45.84%	63,951,529.55	63,981,261.85
Aging Interval:	1 - 30 days	(11/22/2015 - 12/21/2015)	4 Maturities	0 Payments	18,570,000.00	13.31%	18,568,848.45	18,569,244.30
Aging Interval:	31 - 60 days	(12/22/2015 - 01/20/2016)	3 Maturities	0 Payments	29,000,000.00	20.78%	28,994,870.00	28,994,490.00
Aging Interval:	61 - 91 days	(01/21/2016 - 02/20/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	92 - 121 days	(02/21/2016 - 03/21/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	122 - 152 days	(03/22/2016 - 04/21/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	153 - 183 days	(04/22/2016 - 05/22/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	184 - 274 days	(05/23/2016 - 08/21/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	(08/22/2016 - 11/20/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	(11/21/2016 - 11/20/2018)	3 Maturities	0 Payments	28,000,000.00	20.08%	28,009,660.69	27,895,670.00
Aging Interval:	1096 days and after	(11/21/2018 -)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for			14 Investments	0 Payments		100.00	139,524,908.69	139,440,666.15



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFG Union Bank Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2015 includes an increase of \$18,799 to the LAIF investment and a decrease of (\$38,235) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.

GLOSSARY

INVESTMENT TERMS

Basis Point. Measure used in quoting yields on bonds and notes. One basis point is .01% of yield.

Book Value. This value may be the original cost of acquisition of the security, or original cost adjusted by the amortization of a premium or accretion of a discount. The book value may differ significantly from the security's current value in the market.

Commercial Paper. Unsecured short-term promissory notes issued by corporations, with maturities ranging from 2 to 270 days; may be sold on a discount basis or may bear interest.

Coupon Rate. Interest rate, expressed as a percentage of par or face value, that issuer promises to pay over lifetime of debt security.

Discount. The amount by which a bond sells under its par (face) value.

Discount Securities. Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity. Treasury bills, bankers' acceptances and most commercial paper are issued at a discount.

Effective Rate of Return. Rate of return on a security, based on its purchase price, coupon rate, maturity date, and the period between interest payments.

Federal Agency Securities. Securities issued by agencies such as the Federal National Mortgage Association and the Federal Farm Credit Bank. Though not general obligations of the US Treasury, such securities are sponsored by the government and therefore have high credit ratings. Some are issued on a discount basis and some are issued with coupons.

Federal Funds. Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed Funds are considered to be immediately available funds.

Fed Funds Rate. The interest rate charged by one institution lending federal funds to another.

Federal Open Market Committee. The branch of the Federal Reserve Board that determines the direction of monetary policy.

Local Agency Investment Fund (LAIF). A California State Treasury fund which local agencies may use to deposit funds for investment and for reinvestment with a maximum of \$50 million for any agency (*excluding bond funds, which have no maximum*). It offers high liquidity because

deposits can be converted to cash in 24 hours and no interest is lost. Interest is paid quarterly and the State's administrative fee cannot to exceed 1/4 of a percent of the earnings.

Market value. The price at which the security is trading and could presumably be purchased or sold.

Maturity Date. The specified day on which the issuer of a debt security is obligated to repay the principal amount or face value of security.

Money Market Mutual Fund. Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repurchase agreements and federal funds).

Par. Face value or principal value of a bond typically \$1,000 per bond.

Rate of Return. The amount of income received from an investment, expressed as a percentage. A *market rate of return* is the yield that an investor can expect to receive in the current interest-rate environment utilizing a buy-and-hold to maturity investment strategy.

Treasury Bills. Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Notes. Intermediate U.S. government debt securities with maturities of one to 10 years.

Treasury bonds. Long-term U.S. government debt securities with maturities of 10 years or longer.

Yield. Rate of return on a bond.

Yield-to-maturity. Rate of return on a bond taking into account the total annual interest payments, the purchase price, the redemption value and the amount of time remaining until maturity.

ECONOMIC TERMS

Conference Board Consumer Confidence Index A survey that measures how optimistic or pessimistic consumers are with respect to the economy in the near future.

Consumer Price Index (CPI). A measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. Changes in CPI are used to assess price changes associated with the cost of living.

Durable Goods Orders. An economic indicator released monthly that reflects new orders placed with domestic manufacturers for delivery of factory durable goods such as autos and appliances in the near term or future.

Gross Domestic Product. The monetary value of all the finished goods and services produced within a country's borders in a specific time period. It includes all of private and public consumption, government outlays, investments and exports less imports that occur within a defined territory.

Industrial Production. An economic indicator that is released monthly by the Federal Reserve Board. The indicator measures the amount of output from the manufacturing, mining, electric and gas industries.

ISM Institute for Supply Management (ISM) Manufacturing Index. A monthly index that monitors employment, production inventories, new orders and supplier deliveries.

ISM Non-manufacturing Index. An index based on surveys of non-manufacturing firms' purchasing and supply executives. It tracks economic data for the service sector.

Leading Economic Index. A monthly index used to predict the direction of the economy's movements in the months to come. The index is made up of 10 economic components, whose changes tend to precede changes in the overall economy.

National Federation of Independent Business Small Business Optimism Index. An index based on surveys of small business owners' plans and expectations regarding employment, capital, inventories, economic improvement, credit conditions, expansion, and earnings trends in the near term or future.

Producer Price Index. An index that measures the average change over time in the selling prices received by domestic producers for their output.

University of Michigan Consumer Sentiment Index. An index that measures the overall health of the economy as determined by consumer opinion. It takes into account an individual's feelings toward his or her own current financial health, the health of the economy in the short term and the prospects for longer term economic growth.

Orange County Fire Authority Monthly Investment Report



Final Report – November 2015

Preliminary Report – December 2015



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Orange County Fire Authority

Final Investment Report

November 30, 2015



EXECUTIVE SUMMARY

Portfolio Activity & Earnings

During the month of November 2015, the size of the portfolio increased by \$10.4 million to \$143.1 million. Significant receipts for the month included the first apportionment of secured property taxes in the amount of \$20.1 million and cash contract and intergovernmental agency payments totaling \$8.4 million. Significant disbursements for the month included primarily two biweekly payrolls, which were approximately \$9.2 million each with related benefits. Total November cash outflows for operating expenditures amounted to approximately \$20.4 million. The portfolio's balance is expected to increase significantly in the following month as the next major apportionments of property taxes are scheduled for December.

In November, the portfolio's yield to maturity (365-day equivalent) edged down slightly to 0.35% from the prior month. The effective rate of return, however, increased by 4 basis points to 0.35% for the month and stayed unchanged at 0.33% for the fiscal year-to-date. The average maturity of the portfolio shortened by 11 days to 66 days to maturity.

Economic News

The U.S. economy continued to expand moderately in November, but overall economic activity remained mixed. Employment conditions stayed strong in November. There were 211,000 new jobs created for the month. In addition, a combined upward adjustment of 35,000 new jobs was added for the prior two months. The unemployment rate was unchanged at 5.0% from the prior month. Mixed consumer confidence persisted in November. Retail sales improved from the prior month although the increase was slightly weaker than expected. Both manufacturing and non-manufacturing activity declined in November. Industrial production continued to fall in November. The CPI (Consumer Price Index) was unchanged in November while the PPI (Producer Price Index) declined slightly. Housing activity improved. The LEI (Leading Economic Indicator) rose further in November. On December 16, 2015, the Federal Open Market Committee met and voted unanimously to raise the federal funds rate to a target range of 0.25% - 0.50%, the first rate increase taken by the Committee in almost 10 years. However, the Committee also indicated that its "stance on monetary policy remains accommodative after this increase..."

**BENCHMARK COMPARISON AS OF NOVEMBER 30, 2015**

3 Month T-Bill: 0.13%

1 Year T-Bill: 0.48%

6 Month T-Bill: 0.33%

LAIF: 0.37%

OCFA Portfolio: 0.35%

PORTFOLIO SIZE, YIELD, & DURATION

	<u><i>Current Month</i></u>	<u><i>Prior Month</i></u>	<u><i>Prior Year</i></u>
<i>Book Value-</i>	\$143,085,788	\$132,679,458	\$128,741,870
<i>Yield to Maturity (365 day)</i>	0.35%	0.37%	0.28%
<i>Effective Rate of Return</i>	0.35%	0.31%	0.27%
<i>Days to Maturity</i>	66	77	179



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
November 30, 2015

Orange County Fire Authority
1 Fire Authority Road
Irvine, Irvine, CA 92602
(714)573-6301

(See Note 1 on page 9)

(See Note 2 on page 9)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	18,347,924.47	18,347,924.47	18,347,924.47	13.07	1	1	0.001	0.001
Federal Agency Coupon Securities	28,000,000.00	27,896,720.00	28,007,672.98	19.96	1,035	275	0.895	0.908
Federal Agency Disc. -Amortizing	44,000,000.00	43,995,520.00	43,995,250.00	31.35	101	33	0.120	0.122
Local Agency Investment Funds	50,000,000.00	50,029,732.30	50,000,000.00	35.63	1	1	0.369	0.374
Investments	140,347,924.47	140,269,896.77	140,350,847.45	100.00%	239	66	0.348	0.353
Cash								
Passbook/Checking (not included in yield calculations)	2,754,376.91	2,754,376.91	2,754,376.91		1	1	0.000	0.000
Total Cash and Investments	143,102,301.38	143,024,273.68	143,105,224.36		239	66	0.348	0.353

Total Earnings	November 30 Month Ending	Fiscal Year To Date
Current Year	39,262.48	226,061.56
Average Daily Balance	137,002,311.09	161,492,979.30
Effective Rate of Return	0.35%	0.33%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2015. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)

\$ 143,105,224.36

GASB 31 Adjustment to Books (See Note 3 on page 9)

\$ (19,436.11)

Total

\$ 143,085,788.25

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
November 30, 2015

(See Note 1 on page 9)

(See Note 2 on page 9)

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			18,347,924.47	18,347,924.47	18,347,924.47	0.001	0.001	1	
		Subtotal and Average	13,798,459.88		18,347,924.47	18,347,924.47	18,347,924.47		0.001	1	
Commercial Paper Disc. -Amortizing											
		Subtotal and Average	6,665,112.42								
Federal Agency Coupon Securities											
3133EEA75	861	Federal Farm Credit Bank		04/23/2015	9,000,000.00	9,000,900.00	9,000,000.00	0.990	0.998	783	01/22/2018
3133EFJP3	869	Federal Farm Credit Bank (Callable 1-15-16)		10/15/2015	10,000,000.00	9,912,200.00	10,006,600.00	1.100	0.829	45	10/15/2018
3134G7FK2	863	Fed Home Loan Mtg Corp (Callable 12-23-15)		06/30/2015	9,000,000.00	8,983,620.00	9,001,072.98	1.100	0.905	22	03/23/2018
		Subtotal and Average	28,010,555.17		28,000,000.00	27,896,720.00	28,007,672.98		0.908	275	
Federal Agency Disc. -Amortizing											
313384QB8	867	Fed Home Loan Bank		07/01/2015	6,000,000.00	5,999,940.00	5,999,940.00	0.120	0.123	3	12/04/2015
313384QR3	868	Fed Home Loan Bank		07/01/2015	9,000,000.00	8,999,640.00	8,999,490.00	0.120	0.123	17	12/18/2015
313384RU5	870	Fed Home Loan Bank		10/26/2015	10,000,000.00	9,998,600.00	9,998,838.89	0.095	0.098	44	01/14/2016
313384RU5	871	Fed Home Loan Bank		11/12/2015	10,000,000.00	9,998,800.00	9,998,411.11	0.130	0.134	44	01/14/2016
313384RU5	872	Fed Home Loan Bank		11/12/2015	9,000,000.00	8,998,740.00	8,998,570.00	0.130	0.134	44	01/14/2016
		Subtotal and Average	38,528,183.62		44,000,000.00	43,995,520.00	43,995,250.00		0.122	33	
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,029,732.30	50,000,000.00	0.374	0.374	1	
		Subtotal and Average	50,000,000.00		50,000,000.00	50,029,732.30	50,000,000.00		0.374	1	
		Total and Average	137,002,311.09		140,347,924.47	140,269,896.77	140,350,847.45		0.353	66	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
November 30, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2015	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2015	2,734,376.91	2,734,376.91	2,734,376.91		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			137,002,311.09		143,102,301.38	143,024,273.68	143,105,224.36		0.353	66

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ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of December 1, 2015

Orange County Fire Authority
1 Fire Authority Road
Irvine, Irvine, CA 92602
(714)573-6301

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(12/01/2015 - 12/01/2015)	4 Maturities	0 Payments	71,102,301.38	49.69%	71,102,301.38	71,132,033.68
Aging Interval:	1 - 30 days	(12/02/2015 - 12/31/2015)	2 Maturities	0 Payments	15,000,000.00	10.48%	14,999,430.00	14,999,580.00
Aging Interval:	31 - 60 days	(01/01/2016 - 01/30/2016)	3 Maturities	0 Payments	29,000,000.00	20.26%	28,995,820.00	28,995,940.00
Aging Interval:	61 - 91 days	(01/31/2016 - 03/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	92 - 121 days	(03/02/2016 - 03/31/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	122 - 152 days	(04/01/2016 - 05/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	153 - 183 days	(05/02/2016 - 06/01/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	184 - 274 days	(06/02/2016 - 08/31/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	(09/01/2016 - 11/30/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	(12/01/2016 - 11/30/2018)	3 Maturities	0 Payments	28,000,000.00	19.57%	28,007,672.98	27,896,720.00
Aging Interval:	1096 days and after	(12/01/2018 -)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for			12 Investments	0 Payments		100.00	143,105,224.36	143,024,273.68



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFG Union Bank (formerly Union Bank) Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2015 includes an increase of \$18,799 to the LAIF investment and a decrease of (\$38,235) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.



Local Agency Investment Fund (LAIF)

As of November 30, 2015, OCFA has \$50,000,000 invested in LAIF. The fair value of OCFA's LAIF investment is calculated using a participant fair value factor provided by LAIF on a quarterly basis. The fair value factor as of September 30, 2015 is 1.000594646. When applied to OCFA's LAIF investment, the fair value is \$50,029,732 or \$29,732 above cost. Although the fair value of the LAIF investment is higher than cost, OCFA can withdraw the actual amount invested at any time.

LAIF is included in the State Treasurer's Pooled Money Investment Account (PMIA) for investment purposes. The PMIA market valuation at November 30, 2015 is included on the following page.



Fair Value Including Accrued Interest	\$	64,858,145,279.32
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Orange County Fire Authority

Preliminary Investment Report

December 18, 2015



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
December 18, 2015

Orange County Fire Authority
1 Fire Authority Road
Irvine, Irvine, CA 92602
(714)573-6301

(See Note 1 on page 18)

(See Note 2 on page 18)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	2,861,068.53	2,861,068.53	2,861,068.53	1.39	1	1	0.001	0.001
Federal Agency Coupon Securities	38,000,000.00	37,856,420.00	37,987,112.69	18.46	1,020	447	1.001	1.015
Federal Agency Disc. -Amortizing	105,000,000.00	104,872,210.00	104,883,775.42	50.97	110	93	0.336	0.341
Treasury Coupon Securities	10,000,000.00	10,049,600.00	10,051,512.47	4.88	195	194	0.523	0.530
Local Agency Investment Funds	50,000,000.00	50,029,732.30	50,000,000.00	24.30	1	1	0.369	0.374
Investments	205,861,068.53	205,669,030.83	205,783,469.11	100.00%	254	140	0.471	0.478
Cash and Accrued Interest								
Passbook/Checking (not included in yield calculations)	106,905.78	106,905.78	106,905.78		1	1	0.000	0.000
Accrued Interest at Purchase		78,034.42	78,034.42					
Subtotal		184,940.20	184,940.20					
Total Cash and Investments	205,967,974.31	205,853,971.03	205,968,409.31		254	140	0.471	0.478

Total Earnings	December 18 Month Ending	Fiscal Year To Date
Current Year	27,830.35	253,891.91
Average Daily Balance	155,947,343.10	160,909,228.12
Effective Rate of Return	0.36%	0.34%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2015. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)

GASB 31 Adjustment to Books (See Note 3 on page 18)

Total

\$	205,968,409.31
\$	(19,436.11)
\$	<u>205,948,973.20</u>

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
December 18, 2015

(See Note 1 on page 18) (See Note 2 on page 18)

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			2,861,068.53	2,861,068.53	2,861,068.53	0.001	0.001	1	
		Subtotal and Average	9,410,354.12		2,861,068.53	2,861,068.53	2,861,068.53		0.001	1	
Federal Agency Coupon Securities											
3133EEA75	861	Federal Farm Credit Bank		04/23/2015	9,000,000.00	9,000,450.00	9,000,000.00	0.990	0.998	765	01/22/2018
3133EFJP3	869	Federal Farm Credit Bank (Callable 1-15-16)		10/15/2015	10,000,000.00	9,906,500.00	10,003,900.00	1.100	0.829	27	10/15/2018
3134G7FK2	863	Fed Home Loan Mtg Corp (Callable 12-23-15)		06/30/2015	9,000,000.00	8,979,570.00	9,000,195.09	1.100	0.905	4	03/23/2018
3134G84A4	878	Fed Home Loan Mtg Corp (Callable 2-24-16)		12/18/2015	10,000,000.00	9,969,900.00	9,983,017.60	1.250	1.315	979	08/24/2018
		Subtotal and Average	28,560,396.74		38,000,000.00	37,856,420.00	37,987,112.69		1.015	447	
Federal Agency Disc. -Amortizing											
313396WM1	880	Freddie Mac		12/18/2015	9,000,000.00	8,982,180.00	8,982,625.00	0.500	0.515	139	05/06/2016
313396XB4	881	Freddie Mac		12/18/2015	9,000,000.00	8,980,290.00	8,980,492.50	0.510	0.525	153	05/20/2016
313396XR9	882	Freddie Mac		12/18/2015	9,000,000.00	8,977,320.00	8,978,290.00	0.520	0.536	167	06/03/2016
313396YF4	883	Freddie Mac		12/18/2015	9,000,000.00	8,975,340.00	8,976,243.75	0.525	0.541	181	06/17/2016
313384RU5	870	Fed Home Loan Bank		10/26/2015	10,000,000.00	9,998,300.00	9,999,313.89	0.095	0.098	26	01/14/2016
313384RU5	871	Fed Home Loan Bank		11/12/2015	10,000,000.00	9,998,300.00	9,999,061.11	0.130	0.134	26	01/14/2016
313384RU5	872	Fed Home Loan Bank		11/12/2015	9,000,000.00	8,998,470.00	8,999,155.00	0.130	0.134	26	01/14/2016
313384SJ9	873	Fed Home Loan Bank		12/01/2015	5,000,000.00	4,998,600.00	4,999,000.00	0.180	0.185	40	01/28/2016
313384SZ3	874	Fed Home Loan Bank		12/03/2015	9,000,000.00	8,995,230.00	8,996,287.50	0.270	0.278	55	02/12/2016
313384US6	875	Fed Home Loan Bank		12/03/2015	9,000,000.00	8,989,650.00	8,992,440.00	0.315	0.324	96	03/24/2016
313384UD9	876	Fed Home Loan Bank		12/08/2015	9,000,000.00	8,991,090.00	8,991,700.00	0.400	0.412	83	03/11/2016
313384VX4	879	Fed Home Loan Bank		12/18/2015	8,000,000.00	7,987,440.00	7,989,166.67	0.390	0.401	125	04/22/2016
		Subtotal and Average	67,418,174.88		105,000,000.00	104,872,210.00	104,883,775.42		0.341	93	
Treasury Coupon Securities											
912828QR4	877	Treasury Note		12/18/2015	10,000,000.00	10,049,600.00	10,051,512.47	1.500	0.530	194	06/30/2016
		Subtotal and Average	558,417.36		10,000,000.00	10,049,600.00	10,051,512.47		0.530	194	
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,029,732.30	50,000,000.00	0.374	0.374	1	
		Subtotal and Average	50,000,000.00		50,000,000.00	50,029,732.30	50,000,000.00		0.374	1	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
December 18, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Total and Average			155,947,343.10		205,861,068.53	205,669,030.83	205,783,469.11		0.478	140

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
December 18, 2015

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2015	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2015	86,905.78	86,905.78	86,905.78		0.000	1
Average Balance			0.00	Accrued Interest at Purchase		78,034.42	78,034.42			1
				Subtotal		184,940.20	184,940.20			
Total Cash and Investments			155,947,343.10		205,967,974.31	205,853,971.03	205,968,409.31		0.478	140



ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of December 19, 2015

Orange County Fire Authority
1 Fire Authority Road
Irvine, Irvine, CA 92602
(714)573-6301

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(12/19/2015 - 12/19/2015)	4 Maturities	0 Payments	52,967,974.31	25.73%	52,967,974.31	52,997,706.61
Aging Interval:	1 - 30 days	(12/20/2015 - 01/18/2016)	3 Maturities	0 Payments	29,000,000.00	14.08%	28,997,530.00	28,995,070.00
Aging Interval:	31 - 60 days	(01/19/2016 - 02/17/2016)	2 Maturities	0 Payments	14,000,000.00	6.80%	13,995,287.50	13,993,830.00
Aging Interval:	61 - 91 days	(02/18/2016 - 03/19/2016)	1 Maturities	0 Payments	9,000,000.00	4.37%	8,991,700.00	8,991,090.00
Aging Interval:	92 - 121 days	(03/20/2016 - 04/18/2016)	1 Maturities	0 Payments	9,000,000.00	4.37%	8,992,440.00	8,989,650.00
Aging Interval:	122 - 152 days	(04/19/2016 - 05/19/2016)	2 Maturities	0 Payments	17,000,000.00	8.24%	16,971,791.67	16,969,620.00
Aging Interval:	153 - 183 days	(05/20/2016 - 06/19/2016)	3 Maturities	0 Payments	27,000,000.00	13.08%	26,935,026.25	26,932,950.00
Aging Interval:	184 - 274 days	(06/20/2016 - 09/18/2016)	1 Maturities	0 Payments	10,000,000.00	4.88%	10,051,512.47	10,049,600.00
Aging Interval:	275 - 365 days	(09/19/2016 - 12/18/2016)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	(12/19/2016 - 12/18/2018)	4 Maturities	0 Payments	38,000,000.00	18.45%	37,987,112.69	37,856,420.00
Aging Interval:	1096 days and after	(12/19/2018 -)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Total for			21 Investments	0 Payments		100.00	205,890,374.89	205,775,936.61



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFG Union Bank Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2015 includes an increase of \$18,799 to the LAIF investment and a decrease of (\$38,235) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.

GLOSSARY

INVESTMENT TERMS

Basis Point. Measure used in quoting yields on bonds and notes. One basis point is .01% of yield.

Book Value. This value may be the original cost of acquisition of the security, or original cost adjusted by the amortization of a premium or accretion of a discount. The book value may differ significantly from the security's current value in the market.

Commercial Paper. Unsecured short-term promissory notes issued by corporations, with maturities ranging from 2 to 270 days; may be sold on a discount basis or may bear interest.

Coupon Rate. Interest rate, expressed as a percentage of par or face value, that issuer promises to pay over lifetime of debt security.

Discount. The amount by which a bond sells under its par (face) value.

Discount Securities. Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity. Treasury bills, bankers' acceptances and most commercial paper are issued at a discount.

Effective Rate of Return. Rate of return on a security, based on its purchase price, coupon rate, maturity date, and the period between interest payments.

Federal Agency Securities. Securities issued by agencies such as the Federal National Mortgage Association and the Federal Farm Credit Bank. Though not general obligations of the US Treasury, such securities are sponsored by the government and therefore have high credit ratings. Some are issued on a discount basis and some are issued with coupons.

Federal Funds. Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed Funds are considered to be immediately available funds.

Fed Funds Rate. The interest rate charged by one institution lending federal funds to another.

Federal Open Market Committee. The branch of the Federal Reserve Board that determines the direction of monetary policy.

Local Agency Investment Fund (LAIF). A California State Treasury fund which local agencies may use to deposit funds for investment and for reinvestment with a maximum of \$50 million for any agency (*excluding bond funds, which have no maximum*). It offers high liquidity because

deposits can be converted to cash in 24 hours and no interest is lost. Interest is paid quarterly and the State's administrative fee cannot exceed 1/4 of a percent of the earnings.

Market value. The price at which the security is trading and could presumably be purchased or sold.

Maturity Date. The specified day on which the issuer of a debt security is obligated to repay the principal amount or face value of security.

Money Market Mutual Fund. Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repurchase agreements and federal funds).

Par. Face value or principal value of a bond typically \$1,000 per bond.

Rate of Return. The amount of income received from an investment, expressed as a percentage. A *market rate of return* is the yield that an investor can expect to receive in the current interest-rate environment utilizing a buy-and-hold to maturity investment strategy.

Treasury Bills. Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Notes. Intermediate U.S. government debt securities with maturities of one to 10 years.

Treasury bonds. Long-term U.S. government debt securities with maturities of 10 years or longer.

Yield. Rate of return on a bond.

Yield-to-maturity. Rate of return on a bond taking into account the total annual interest payments, the purchase price, the redemption value and the amount of time remaining until maturity.

ECONOMIC TERMS

Conference Board Consumer Confidence Index A survey that measures how optimistic or pessimistic consumers are with respect to the economy in the near future.

Consumer Price Index (CPI). A measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. Changes in CPI are used to assess price changes associated with the cost of living.

Durable Goods Orders. An economic indicator released monthly that reflects new orders placed with domestic manufacturers for delivery of factory durable goods such as autos and appliances in the near term or future.

Gross Domestic Product. The monetary value of all the finished goods and services produced within a country's borders in a specific time period. It includes all of private and public consumption, government outlays, investments and exports less imports that occur within a defined territory.

Industrial Production. An economic indicator that is released monthly by the Federal Reserve Board. The indicator measures the amount of output from the manufacturing, mining, electric and gas industries.

ISM Institute for Supply Management (ISM) Manufacturing Index. A monthly index that monitors employment, production inventories, new orders and supplier deliveries.

ISM Non-manufacturing Index. An index based on surveys of non-manufacturing firms' purchasing and supply executives. It tracks economic data for the service sector.

Leading Economic Index. A monthly index used to predict the direction of the economy's movements in the months to come. The index is made up of 10 economic components, whose changes tend to precede changes in the overall economy.

National Federation of Independent Business Small Business Optimism Index. An index based on surveys of small business owners' plans and expectations regarding employment, capital, inventories, economic improvement, credit conditions, expansion, and earnings trends in the near term or future.

Producer Price Index. An index that measures the average change over time in the selling prices received by domestic producers for their output.

University of Michigan Consumer Sentiment Index. An index that measures the overall health of the economy as determined by consumer opinion. It takes into account an individual's feelings toward his or her own current financial health, the health of the economy in the short term and the prospects for longer term economic growth.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3B
Consent Calendar

First Quarter Financial Newsletter

Contact(s) for Further Information

Lori Zeller, Assistant Chief Business Services Department	lorizeller@ocfa.org	714.573.6020
Tricia Jakubiak, Treasurer	triciajakubiak@ocfa.org	714.573.6301
Deborah Gunderson, Budget Manager	deborahgunderson@ocfa.org	714.573.6302

Summary

This routine agenda item is submitted to provide information regarding revenues and expenditures in the General Fund and the Capital Improvement Program Funds through the first quarter of FY 2015/16.

Prior Board/Committee Action(s) – Committee Recommendation: *APPROVE*

At its regular January 13, 2016, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

The Quarterly Financial Newsletter provides information about the General Fund's top five revenue sources as well as expenditures by department and type. Revenues and expenditures for the Capital Improvement Program (CIP) Funds are also included. Revenues and expenditures for the General Fund and the CIP Funds are within budgetary expectations for this reporting period. Any notable items are detailed in the attached newsletter.

Attachment(s)

First Quarter Financial Newsletter – July 2015 to September 2015



Orange County Fire Authority

First Quarter Financial Newsletter – July 2015 to September 2015

OVERVIEW

This report covers fiscal activities in the General Fund and CIP Funds through the first quarter of Fiscal Year 2015/16. Budget figures include all budget adjustments authorized by the Board through the end of the first quarter, including rebudgets.

GENERAL FUND

With 25% of the year completed, General Fund revenues are 11% of budget and expenditures are 23% as shown below:

General Fund	YTD Actual	Budget	Percent
Revenues	37,915,702	335,486,420	11.3%
Expenditures	73,424,122	323,880,542	22.7%

Top Five Revenues. The analysis presented below compares the five largest revenue categories received through the first quarter, as compared to the annual budget for those revenues. Categories in which the variance exceeds 10% or \$1 million are discussed below the table.

Top Five Revenues	YTD Actual Receipts	Trended YTD Budget Estimate	Variance: Actual to Estimate in Dollars	% Variance
Cash Contracts	28,177,000	28,635,210	(458,210)	-2%
Property Taxes	4,789,323	5,760,700	(971,377)	-20%
State Reimbursements	2,226,665	2,300,000	(73,335)	-3%
Community Risk Reduction Fees	1,585,230	1,477,958	107,272	7%
Use of Money & Property	645,267	640,000	5,267	1%
Total	37,423,485	38,813,868	(1,390,383)	-4%

- **Property Taxes:** Actual Supplemental property tax receipts have not matched budget estimates based on several years of historical trends. It should be noted however that Supplemental property taxes are at best unpredictable in nature; this category may require an adjustment at the Mid-Year Budget Adjustment.

Expenditures. The analysis presented below compares the actual expenditures through the first quarter, as compared to the annual budget for those expenditures. Categories in which the variance exceeds 10% or \$1 million are discussed below the table.

Expenditures by Department	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Estimate in Dollars	% Variance
Business Services	4,920,900	5,162,437	(241,537)	-5%
Community Risk Reduction	3,756,500	3,586,182	170,319	5%
Executive Management	3,457,342	3,733,044	(275,702)	-8%
Operations	56,518,393	60,362,403	(3,844,010)	-7%
Organizational Planning	415,828	413,362	2,466	1%
Support Services	4,355,158	4,493,756	(138,598)	-3%
Total	73,424,121	77,751,182	(4,327,061)	-6%

Totals may not equal the sum of components, or Authority-wide totals, due to rounding

- **Operations:** This department is below budget estimates by \$3.8 million or 7%. This is primarily due to vacancies; multiple academies and promotional processes are planned for FY 2015/16 to reduce vacancies.

Expenditures by type are outlined below.

Expenditures by Type	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Estimate in Dollars	% Variance
Salary & Employee Benefits	67,634,336	71,728,252	(4,093,916)	-6%
Services and Supplies	5,746,664	5,981,657	(234,993)	-4%
Equipment	43,122	41,274	1,848	4%
Tran Interest Expense	-	-	-	N/A
Total	73,424,122	77,751,182	(4,327,060)	-6%

Totals may not equal the sum of components, or Authority-wide totals, due to rounding

- **Salary and Employee Benefits:** This category of expenditures is approximately \$4.0 million or 6% below budget estimates, primarily due to vacancies throughout the OCFA, but especially in Operations. Multiple academies and promotional processes are planned for FY 2015/16 to reduce vacancies.

CIP FUNDS

The following summarizes revenues and expenditures for the Capital Improvement Program funds. Any variances are noted as follows:

General Fund CIP

Fund 12110	YTD Actual	Budget	Percent
Revenues	-	6,056,032	0%
Expenditures	202,925	6,056,032	3%

- Budgeted revenues include a transfer from the General Fund. The actual transfer will occur as needed to maintain appropriate fund balance.
- Actual expenditures include pagers; PCs and PC components; 800 MHz radios; MDC replacements; station alarm upgrades and defibrillator maintenance.

Fire Stations and Facilities

Fund 123	YTD Actual	Budget	Percent
Revenue	793,046	220,188	360.2%
Expenditures	65,558	854,248	7.7%

- Actual revenues exceed budget due to the receipt of Developer contributions, primarily from the Baker Ranch development. This category will be adjusted at the Mid-Year Budget Adjustment.
- Appropriations include tenant improvements for the Urban Search & Rescue Warehouse, as well as the RFOTC Emergency Power Circuit Extension. YTD Expenditures include \$53K for tenant improvements for the Urban Search & Rescue Warehouse, and about \$12K for the final phase of furnishing and construction of Fire Station 56.

Communications & Information Systems Replacement

Fund 124	YTD Actual	Budget	Percent
Revenue	331,763	169,956	195.2%
Expenditures	85,537	6,531,152	1.3%

- Revenues exceed budget due to the receipt of proceeds from the County of Orange for Bankruptcy loss recovery. This form of revenue is unpredictable in nature and therefore a budget is not typically established for it.
- Appropriations include \$5.8 million for the remaining components of the Public Safety System Project, such as the Incident Reporting Application Replacement and the Integrated Fire Prevention application, as well as the beginning stage of audio visual upgrades in the Board room, which is also reflected in the expenditures to-date.

Fire Apparatus

Fund 133	YTD Actual	Budget	Percent
Revenue	659,864	3,226,856	20.4%
Expenditures	841,664	11,906,358	7.1%

- Actual revenue includes the quarterly Cash Contract payments for vehicle depreciation. The revenue budget also includes developer funds for Fire Station 20 in Irvine.
- The expenditure budget includes \$3.5 million for the purchase of Type 1 Engines; \$2.9 million for the purchase of Tractor-Drawn Aerial Quints; as well as miscellaneous support vehicles. About \$1.9 million was rebudgeted from 2014/15. Year to-date expenditures include the purchase of 4 full sized 4-door vehicles, and first quarter payment of the helicopter lease.

SUMMARY

For more information. This summary is based on detailed information from our financial system. If you would like more information or have any questions about the report, please contact Deborah Gunderson, Budget Manager at 714-573-6302, or Tricia Jakubiak, Treasurer at 714-573-6301.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3C
Consent Calendar

Quarterly Purchasing Report

Contact(s) for Further Information

Lori Zeller, Assistant Chief Business Services Department	lorizeller@ocfa.org	714.573.6020
Debbie Casper, Purchasing & Materials Manager	debbiecasper@ocfa.org	714.573.6641

Summary

This agenda item is a routine quarterly report to summarize changes made to blanket orders within the dollar limits delegated to management.

Prior Board/Committee Action(s) – Committee Recommendation: *APPROVE*

At its regular January 13, 2016, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

Attached is the third quarterly Purchasing Report of changes made to blanket orders issued within the dollar limits delegated to management) since the Board approved the modification to the Roles/Responsibilities/Authorities Matrix at its February 26, 2015, meeting. The list includes the changes made within the period of October to December 2015.

Staff continues to make progress in reducing the number of changes; however, it still remains difficult to quantify blanket order amounts for maintenance and vehicle repairs. There have been an average of eight changes processed each quarter during the past year.

Attachment(s)

Quarterly Purchasing Report - October – December 2015

Orange County Fire Authority
Quarterly ~~Purchasing~~~~Change Order~~ Report
October – December 2015

	Vendor, Contract Term, Section & Date of Change Order Request Date	Commodity or Service	Original Value, Change AmountOrder & Revised Value	% Change	Additional Comments
1	American Material Co. B01502-1 04/01/15 – 03/31/16 <i>Service Center</i> €0 -10/02/15	Tools, hardware, equipment & supplies <i>Bid RO1919</i>	\$20,000 €0 + 10,000 \$30,000	50%	Tools & equipment for six new Type I engines were purchased against this blanket order, in addition to routine annual volume. <u>Lessons Learned:</u> - In the future, staff will issue a separate bid for special large quantity purchases, when the details are known.
2	Fire Safety First B01544 11/3/14 – 01/31/16 <i>Property Management</i> €0 -10/26/15	Annual backflow device testing & repair services <i>Bid MD1955</i>	\$15,000 €0 +9,000 \$24,000	60%	A contract increase was needed due to an increased number of repairs needed as the systems were tested. Repairs varied from minor to major repairs over \$2,000. <u>Lessons Learned:</u> - Major repairs require further review, additional quotes and then each work order should be processed as a one-time purchase order. Purchasing and Property Management staff will work together on this process for future major repairs.
3	World Fuel Services B01301 02/01/15 – 01/31/16 <i>Air Operations</i> €0 -11/17/15	Fuel credit card used for fueling helicopters at alternate airports	\$5,000 €0 +5,000 \$10,000	100%	Emergency fuel purchases have been needed due to helicopters requiring fueling while out of county more frequently. <u>Lessons Learned:</u> - The contract value will be permanently increased since air operations is experiencing increased flight hours.
4	McKesson Medical B01483-1 01/01/15 – 12/31/15 <i>EMS</i> €0 -11/19/15	Pharmaceuticals <i>Bid MD1896</i>	\$206,000 €0 +30,000 \$236,000	15%	Increased pharmaceuticals were needed to replace expired drugs. <u>Lessons Learned:</u> - Better planning in the replacement of expired drugs will assist in keeping expenditures within the blanket order limits.

	Vendor, Contract Term, Section & <u>Date of</u> Change Order Request <u>Date</u>	Commodity or Service	Original Value, Change <u>Amount</u> Order & Revised Value	% Change	Additional Comments
5	ECMS Inc. B01588 04/20/15 – 05/31/16 <i>Service Center</i> C/O 12/07/15	PPE (turnout) cleaning and repair <i>Bid RO2009</i>	\$40,000 C/O +37,000 \$77,000	93%	Contract expenditures have increased due to more requests for advanced cleaning/repairs to PPE, largely as a result of increased awareness of the importance of clean PPE to mitigate personal safety risk in carcinogenic material exposure. <u>Lessons Learned:</u> - This trend is positive and the current expenditures will be utilized to project and establish future contract values.
6	Worthington Ford B01497-1 04/01/15 – 03/31/16 <i>Fleet Services</i> C/O 12/15/15	Vehicle maintenance and repair <i>Bid RO1912</i>	\$83,000 C/O +40,000 \$123,000	48%	Funding was needed due to increased turbo charger failures on the Ford 6.0L engines, oil leaks, and failures of OEM EGR coolers, which require removal of the whole cab and/or engine for access to repair or replace. <u>Lessons Learned:</u> - Provide in-house technicians resources and tools so that high cost repairs can be done internally. - Seek/consider alternative facilities with lower labor rates - Consider using more dependable non-OEM units with a lifetime warranty on future EGR cooler replacements.
7	Santa Margarita Ford B0009167 One-time PO 12/09/15 <i>Fleet Services</i> C/O 12/15/15	Vehicle Repair, Unit #4114	\$1,332.19 C/O +1,542.02 \$2,874.21	116%	Upon further diagnostic testing it was found that the injectors needed to be replaced. <u>Lessons Learned:</u> - These unforeseen repair issues cannot be avoided.
8	Mako Overhead Door B01390-3 12/01/14 – 11/30/15 <i>Property Management</i> C/O 12/29/15	Maintenance & repair of apparatus bay doors and security gates. <i>Bid MD1782</i>	\$95,000 C/O +28,658 \$123,658	30%	Several large work orders included motor replacements, springs, solenoids, transmitters and sectional door replacements. <u>Lessons Learned:</u> - It would be beneficial to review larger jobs and receive multiple additional quotes and then process each of these work orders as one-time purchase orders.

Orange County Fire Authority
Quarterly Purchasing~~Change Order~~ Report
October – December 2015

|



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3D
Consent Calendar

Blanket Order Contract Increase
Special Counsel for Equity Proceedings

Contact(s) for Further Information

Lori Zeller, Assistant Chief
Business Services Department

lorizeller@ocfa.org

714.573.6020

Summary

This agenda item is submitted for approval to increase the Blanket Order for special counsel representing OCFA in legal matters associated with the Second Amendment to the Amended Joint Powers Agreement and related equity proceedings.

Prior Board/Committee Action(s)

In February 2014, the Board of Directors appointed T. Peter Pierce of Richards, Watson & Gershon to serve as special counsel representing the OCFA in the validation proceedings related to the Second Amendment to the Amended JPA.

RECOMMENDED ACTION(S)

Authorize the Purchasing Manager to increase Blanket Order B01501 by \$100,000 and extend the duration through January 31, 2017, for T. Peter Pierce of Richards, Watson & Gershon for continuing legal matters associated with the Second Amendment to the Amended Joint Powers Agreement and related equity proceedings.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Staff has included a request for budget adjustment in the FY 2015/16 Mid-Year Financial Review.

Background

When the Board originally appointed Mr. Pierce, the duration and cost of the Validation Action were unknown, and therefore, the dollar value of the contract was issued conservatively and has been adjusted from time-to-time based on the continued judicial proceedings.

The current contract value of \$225,000 has covered activities for two years, funding all required meetings between counsel and staff, attendance at meetings of the OCFA Board of Directors, preparation of multiple legal briefing documents and oral arguments in the initial trial court proceedings, as well as preparation of briefing documents and oral arguments in the appeal process.

While the OCFA awaits a ruling from the Court of Appeal, the County of Orange has recently requested to initiate new discussions in search of alternative financial arrangements to address the equity concerns between the OCFA and City of Irvine. Since these discussions require continued legal representation for OCFA, additional funding for the contract is required. Staff is requesting authorization to increase the contract by \$100,000 and extend the duration of the contract through January 31, 2017.

Attachment(s)

None.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3E
Consent Calendar

Amendment to Agreement for Audio Visual Upgrades

Contact(s) for Further Information

Mike Schroeder, Assistant Chief
Support Services Department

michaelschroeder@ocfa.org

714.573.6008

Joel Brodowski, IT Manager

joelbrodowski@ocfa.org

714.573.6421

Summary

This agenda item is submitted for the approval and authorization of an amendment to the professional services agreement with TK1SC for Audio Visual upgrades.

Prior Board/Committee Action(s)

Not applicable.

RECOMMENDED ACTION(S)

Approve and authorize the Fire Chief to execute the proposed first amendment to the Professional Services Agreement with TK1SC to modify the scope of work and increase the contract by \$22,500 for a new not to exceed amount of \$109,500.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Funding is included in the FY 2015-16 Communications and Information Systems Fund 124 Budget.

Background

On September 15, 2015, OCFA entered into an agreement with TK1SC for a total contract amount not to exceed \$87,000, which included a contingency fund of \$7,550. TK1SC was the highest ranked firm of the four proposals received in the solicitation process (RFP DC2015) for the design and plans for the audio visual project at Regional Fire Operations and Training Center including the Board Room, classrooms and the Emergency Communications Center (ECC). Based on the original contract amount, the agreement did not require Executive Committee approval.

During the assessment and design phase of the project, staff determined that a new Video Display Wall (VDW) for ECC should be included in the final plans. The replacement of the existing VDW in the ECC will provide a state of the art tool, increasing the situational awareness of the ECC staff by allowing for simultaneous feeds, and connectivity to public safety resources, which are not currently available. The cost for the amendment to add this scope of work is \$22,500. This includes project designs and plans to replace the switching/distribution system, flat panel displays, and structural support system.

As the firm is still working on the design phase of this project in preparation for the construction bidding, amending the contract to include this scope of work at this time is essential.

This is a change to the original scope of work and the new not to exceed amount of the contract is \$109,500. Staff is requesting Executive Committee approval for this contract amendment.

Attachment(s)

Proposed First Amendment to Professional Services Agreement with TK1SC

**ORANGE COUNTY FIRE AUTHORITY
AMENDMENT NUMBER ONE
TO PROFESSIONAL SERVICES AGREEMENT**

THIS AMENDMENT NUMBER ONE TO PROFESSIONAL SERVICES AGREEMENT ("Amendment One") is made and entered into this 28th day of January, 2016, by and between the Orange County Fire Authority, a public agency, hereinafter referred to as "OCFA", and TK1SC, a California Corporation, hereinafter referred to as "Firm".

RECITALS

WHEREAS, OCFA and the Firm entered into that certain Professional Services Agreement on the 15th day of September, 2015, for consulting and technical services for the upgrade of the OCFA Board Room, five classrooms and the Emergency Communications Center (ECC), ("Agreement"), which is incorporated herein by this reference;

WHEREAS, the Firm has submitted a scope change amendment dated December 21, 2015, for additional engineering and consulting services per OCFA request, a copy of which is attached hereto as Attachment A and incorporated herein by this reference.

NOW, THEREFORE, OCFA and the Firm mutually agree as follows:

1. Section 1.1 of the Agreement, is hereby amended to add the scope change amendment (Attachment A) to the Scope of Services.
2. Section 3.1 of the Agreement is hereby amended and restated in its entirety to read as follows:

3.1 Compensation of Firm.

For the services rendered pursuant to this Agreement, Firm shall be compensated and reimbursed, in an amount not to exceed \$109,500.

3. Except as expressly modified above, all terms and conditions of the Agreement shall remain unchanged and in full force and effect.
4. The persons executing this Amendment One on behalf of the parties hereto warrant that they are duly authorized to execute this amendment on behalf of said parties and that by so executing this amendment the parties hereto are formally bound to the provisions of this Amendment One.

[Signatures on Following Page]

IN WITNESS WHEREOF, the parties have executed this Amendment as of the dates stated below.

"OCFA"

ORANGE COUNTY FIRE AUTHORITY

Date: _____

By: _____
Jeff Bowman, Fire Chief

APPROVED AS TO FORM.

ATTEST:

By:  _____
DAVID E. KENDIG
GENERAL COUNSEL

Sherry A.F. Wentz
Clerk of the Board

Date: 1/21/16

"FIRM"

TK1SC

Date: 1/21/16

By:  _____
Ron Zawadzki, Principal

ATTACHMENT A

SCOPE CHANGE AGREEMENT

SCOPE CHANGE AGREEMENT ("SCA") between tk1sc and CLIENT

This Scope Change Agreement (SCA) is effective December 21, 2015, and provides for additional services for the project named **"Orange County Fire Authority AV Systems Design"** (tk1sc 2015-0490.01) between Orange County Fire Authority (OCFA) (Client) [Attention: Ms. Debbie Casper] and tk1sc.

1. tk1sc will provide the following Scope Change related Services:

Renovation of Command Center Video Display Wall:

- a) OCFA Emergency Command Center System design
- b) Currently there are 3 large displays on the main wall with 3 small ceiling mounted TV / displays on the left and right side of the 3-main displays. In addition there are two wall mounted ultra-short throw projectors with white boards on left side wall that receive a video feed from the Fire Operations displays located in the rear of the ECC. OCFA prefers that all information to be combined and displayed on the new VDW.
- c) Review as-built drawings provided by OCFA of the ECC video distribution and switching system.
- d) We will develop designs, drawings and specifications for a new video display wall (VDW) system.
- e) Work up elevations drawing options for 46" and 55" video wall displays from Planar.
- f) Determine the replacement floor supported mounting structure for the new flat panel displays.
- g) Provide a rough cost estimates the replacement of the switching / distribution system, flat panel displays, structural support system, and estimated cost for labor and tax.
- h) Provide project RFP that can be sent out to bid.

2. Engineering / Consulting Sub-Consultants:

Sub-consultants are not proposed for this project.

3. Client will compensate tk1sc for the scope change listed above in accordance with the following additional fee(s):

Engineering / Consulting Additional Services – Fixed Fee:	\$22,500.00
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- 4. This Agreement is subject to the terms and conditions of the original professional services agreement for the project including the insurance program.
- 5. This Agreement is subject to the terms of the original professional services agreement in regards to reimbursable expense billing.
- 6. This Scope Change Agreement will remain open for thirty (30) days from February 5, 2016.

Orange County Fire Authority (OCFA) (Client) finds the scope and fees acceptable please and by executing below has agreed to accept the terms and conditions stated herein.

Orange County Fire Authority AV Systems Design
Engineering / Consulting Scope Change Agreement
December 21, 2015
Page 2

tk1sc



Raymond Swartz, P.E., IESNA, LEED AP
Principal
Lic. #E15610

Orange County Fire Authority (OCFA) (Client)

Name: _____
Title: _____

cc: Mr. Ron Zawadzki, tk1sc
Mr. Scott Tonelson, tk1sc
Mr. Jeff Struthers, tk1sc

P:\2015\2015-0490 OC Fire Authority AV Systems Design\PSA & SCA Documents\A20150490-1.docx



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3F
Consent Calendar

Cooperative Purchase for Motorola Mobile Radios

Contact(s) for Further Information

Mike Schroeder, Assistant Chief
Support Services Department

michaelschroeder@ocfa.org

714.573.6008

Joel Brodowski, IT Manager
Support Services Department

joelbrodowski@ocfa.org

714.573.6421

Summary

This agenda item is submitted for approval to purchase Motorola mobile and single band console radios available on the County of Orange Cooperative Master Agreement.

Prior Board/Committee Action(s)

Not Applicable.

RECOMMENDED ACTION(S)

Approve and authorize the Purchasing Manager to issue a purchase order to Motorola in the amount of \$164,002.97, for the purchase of 28 APX6500 mobile radios, and 9 APX7500 single band console radios.

Impact to Cities/County

Not Applicable.

Fiscal Impact

The requested purchases have been anticipated and funding is currently available in the FY 15/16 Fund 12110 budget.

Background

OCFA participates in the 800 MHz Countywide Coordinated Communications System (CCCS) which provides radio communications for all Public Safety agencies throughout Orange County. The network operates on a Motorola ASTRO Digital/Analog Trunked 800 MHz SmartZone radio system. Equipment is available to OCFA through the County of Orange Cooperative Master Agreement #MA-060-15011560 (dated May 21, 2015), which reflects a discounted equipment price for Motorola equipment when purchased directly from the manufacturer. All of the equipment offered in the price book meets the operational requirements established by the 800 MHz CCCS Governance Committee and 800 MHz Users Group for system compatibility.

The life expectancy of the radios is about ten years. OCFA purchases new mobile radios for installation in new apparatus on an annual basis. If approved, the equipment will be purchased from Motorola utilizing the County of Orange Cooperative Master Agreement.

The new APX6500 radios will replace old and outdated radios that cycle out of the fleet. The new radios are 100% compatible with the upcoming P25 upgrade to the CCCS system, reducing the volume of replacements required over the next two years when the current system is upgraded.

The new APX7500 radios will replace some of the old and outdated base station radios located in the RFOTC data center with updated equipment. These radios are used to facilitate communications between the 9-1-1 Emergency Dispatchers and Firefighters. The new APX7500 radios are 100% compatible with the upcoming P25 upgrade to the CCCS system and will be programmed and installed by the Orange County Sheriff Department/Communications & Technology staff.

Purchasing staff has verified that while Motorola equipment is available from other dealers, the negotiated pricing offered through the Orange County Price Book is the lowest price available for the radios. Staff recommends the purchase radios identified in this report based on the County of Orange Master Agreement pricing in a total not to exceed amount of \$164,002.97.

Attachment(s)

None.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3G
Consent Calendar

Blanket Order Contract Renewals - Information Technology

Contact(s) for Further Information

Mike Schroeder, Assistant Chief
Support Services Department

michaelschroeder@ocfa.org

714.573.6008

Joel Brodowski, IT Manager

joelbrodowski@ocfa.org

714.573.6421

Summary

This agenda item seeks approval to renew and increase current blanket orders with Graybar, Inc. for computer hardware and supplies, IBM Global Services for Cisco SmartNet maintenance, and Hewlett Packard for the maintenance and support of the EVA6000 Storage Area Network System.

Prior Board/Committee Action(s)

Not Applicable.

RECOMMENDED ACTION(S)

1. Approve and authorize the Purchasing Manager to renew the blanket order contract with Graybar, Inc. for purchasing cabling, network and rack supplies, telecommunications and audio visual supplies, tools, and accessories, for a not to exceed amount of \$20,000 for two additional years.
2. Approve and authorize the Purchasing Manager to renew a blanket order contract with IBM Global Services in an amount not to exceed \$60,000 annually for up to four years.
3. Approve and authorize the Purchasing Manager to renew and increase the blanket order contract with Hewlett Packard for ongoing maintenance and support of the Storage Area Network (SAN) EVA6000 system for an amount not to exceed amount of \$27,000.

Impact to Cities/County

Not Applicable.

Fiscal Impact

The requested renewals have been anticipated and are available in the FY 2015/16 General Fund Budget.

Background

Each of the contracts is required to continue business as it is currently being done. Contract dates and values are included in the attachment and information regarding the purpose of each contract is listed below.

Graybar – B01188 Computer Hardware Supplies, Network Cables, Electronic Components, etc.

This blanket order is used extensively by the IT Division for the purchase of cabling, network and rack supplies, telecommunications and audio visual supplies, tools, and accessories. The pricing contract with Graybar was established by a competitive bid issued by the County of Los Angeles. The contract was awarded on December 17, 2014, and provides a contract term through December 31, 2017, with two additional one year renewal options. Staff is requesting to renew the blanket order contract with Graybar, Inc. utilizing the cooperative purchasing contract for an amount not to exceed amount \$20,000 annually through December 31, 2017, to purchase needed supplies.

Hewlett Packard (HP) – B01342 EVA6000 Storage Area Network (SAN) Hardware Support Contract

On January 15, 2015, the Executive Committee approved a one year extension to HP for a support contract for the multi-terabyte EVA6000 Storage Area Network (SAN) System in the amount of \$24,000. At the time, staff understood that HP support for this equipment would no longer be available after December 31, 2015. Staff has since learned that this equipment is being supported through December 31, 2016. This equipment is being replaced by a newer and faster Dell Compellent SAN System and will be phased out later this year. HP will refund any unused portion of this contract upon 30-day written notice of cancellation. Staff is requesting to renew and increase the blanket order for a not to exceed amount of \$27,000 for a contract through December 31, 2016.

IBM Global Services for Cisco SmartNet Maintenance

In November 29, 2014, a purchase order was issued to IBM Global Services, as a result of competitive bid (RO1985) for Cisco SmartNet hardware and software maintenance support. This contract provides service support to network routers and switches that connect the computer data network at the RFOTC to the internet and fire stations. Seven bids were received and the contract was awarded to IBM Global Services, the lowest responsive bidder, in the amount of \$49,765. The bid provided contract extensions for an additional four (4) one year options. Staff is requesting approval of the four remaining options for a not to exceed amount of \$60,000 annually. This will provide adequate funding as the contract amount may vary as new equipment is added and old equipment is removed from the support agreement. The maintenance support for the current year is \$52,357. Staff is requesting approval from the Executive Committee since the multi-year aggregate value of this contract exceeds \$100,000.

Attachment(s)

Schedule of Blanket Orders with Proposed Renewals

Orange County Fire Authority
Schedule of Blanket Order Contracts – Information Technology
Proposed Renewals

Vendors & Blanket Orders	Contract End Dates for Annual Renewal Options	Previous Contract Amount	Increase / Decrease	New Annual Total
Graybar	<i>12/31/2015</i>			
<i>Computer hardware supplies, network cables, electronic components used in fabrication and computer installs.</i>	<i>12/31/2016</i>	\$20,000.00	\$0.00	\$20,000.00
	<i>12/31/2017</i>			
BO1188-6				
Hewlett Packard	<i>12/31/2015</i>	\$24,000.00		
<i>EVA6000 Storage Area Network (SAN) hardware maintenance contract.</i>	<i>12/31/2016</i>		\$2,700.00	\$26,700.00
BO1342-4				
IBM Global Services	<i>12/31/2015</i>	\$49,765.00		
	<i>12/31/2016</i>		\$2,592	\$52,357.00
<i>Hardware and software support for</i>	<i>12/31/2017</i>		* not to exceed	\$60,000.00
<i>OCFA CISCO computer network</i>	<i>12/31/2018</i>		* not to exceed	\$60,000.00
<i>switches and routers</i>	<i>12/31/2019</i>		* not to exceed	\$60,000.00
New Blanket Order				



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 3H
Consent Calendar

Sole Source Contract - Information Technology

Contact(s) for Further Information

Mike Schroeder, Assistant Chief Support Services Department	michaelschroeder@ocfa.org	714.573.6008
Joel Brodowski, IT Manager	joelbrodowski@ocfa.org	714.573.6421

Summary

This agenda item seeks approval to establish a sole source blanket order with Voice Print International for 9-1-1 voice recording software maintenance.

Prior Board/Committee Action(s)

Not Applicable.

RECOMMENDED ACTION(S)

Approve and authorize the Purchasing Manager to establish a sole source blanket order contract for Voice Print International (VPI) for the 9-1-1 voice recording system software maintenance contract for an aggregate amount not to exceed \$26,000 for three years.

Impact to Cities/County

Not Applicable.

Fiscal Impact

The requested renewals have been anticipated and are available in the FY 2015/16 General Fund Budget.

Background

The OCFA uses the VPI system to record all incoming 9-1-1 phone calls. The system is scheduled for upgrade to the latest version of the VPI system as part of the overall 9-1-1 telephone system upgrade project. VPI is the Original Equipment Manufacturer (OEM) and the sole source to provide hardware and software support. Staff is requesting approval to establish a sole source blanket order with VPI for an aggregate amount not to exceed \$26,000 for three years. The first year cost is \$8,339 with 3.5% annual cost increases for years two and three. Staff is requesting approval from the Executive Committee since the aggregate value of this contract exceeds \$25,000.

Attachment(s)

Schedule with Proposed Renewals

**Orange County Fire Authority
Schedule of Blanket Order Contracts – Information Technology
Proposed Renewals**

Vendor	Contract End Dates for Annual Renewal Options	Annual Total
Voice Print International		
<i>Hardware and software system used to record 9-1-1</i>	2/28/2017	\$8,339
<i>phone calls for later retrieval, archiving, training.</i>	2/28/2018	\$8,631
	2/28/2019	\$8,934
New Blanket Order		



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
January 28, 2016

Agenda Item No. 4A
Discussion Calendar

**Award of Bid #RO2049 – Regional Fire Operations and Training
Center Lighting Retrofit Project**

Contact(s) for Further Information

Mike Schroeder, Assistant Chief Support Services Department	michaelschroeder@ocfa.org	714.573.6023
Steve Chambers, Property Manager	stevechambers@ocfa.org	714.573.6471

Summary

This agenda item is submitted for the approval to award a contract to All-Phase Electrical Supply Inc. for the purchase of Light Emitting Diode (LED) light tubes for all common, office, and industrial work spaces within the Regional Fire Operations and Training Center (RFOTC).

Prior Board/Committee Action(s)

Not Applicable.

RECOMMENDED ACTION(S)

Approve and authorize the Purchasing Manager to issue a purchase order to All-Phase Electric Supply, Inc. for a total amount of \$134,800.20 (includes sales tax) for the purchase of Light Emitting Diode light tubes for the Regional Fire Operations and Training Center.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Annual saving including light replacement, ballast replacement, and related electrician costs are estimated at \$69,000. Funding for the project is included in the 2015/16 Mid-Year Budget Adjustment.

Background

The RFOTC uses approximately 3,000 T8 florescent lights in common and office spaces and 1,500 T5 florescent lights in high bay/industrial areas. The current lighting system results in annual costs of approximately \$106,000 from tube replacements, ballast replacements, and electrical energy used. In an effort to reduce electrical energy costs and to insure compliance with Federal and State statutes, OCFA undertook a project to retrofit all common space and office florescent lighting with LED lighting systems. By December 2017, both the Federal Energy Independence and Security Act and the California Lighting and Toxic Reduction Act will reduce and eventually eliminate the availability of florescent lights and also escalate costs for the disposal of these lights as hazardous materials.

LED T5 and T8 lights use about 40% of the electricity compared against OCFA's current florescent systems and are also expected to last ten years in normal service. The small fraction of voltage required to activate LED lights will allow current ballast igniters to last indefinitely. The LED lights can be simply plugged into current fixtures by in house personnel and it is anticipated that retrofitting activities will be completed in one week. Analysis of KWh saved and related system savings indicates an average annual savings of approximately \$69,000 with a positive return of investment anticipated in two years. LED lighting also provides more and better light, extended tube/component life while eliminating thermal gain, providing additional savings through related HVAC costs.

On June 3, 2015, an Invitation for Bid (IFB) was issued and 102 vendors were notified through Bid Broadcast. On June 10, 2015, six bids were received. Additional research was conducted on the products submitted based on the vendors who provided substitutions. It was verified that none of the substitutions submitted were made in the USA as specified in the bid. These vendors were marked as non-responsive. Additionally, Creative Lighting & Electrical Inc. and Advanced Lighting Concepts Inc. only submitted offers for T8 lights resulting in their offers being substantially lower than vendors who offered pricing on both sizes of lighting requested.

Only two vendors were marked as responsive and submitted offers based on the exact unit as specified in the bid. A central specification of the bid solicitation was that the LED light tubes be made in the USA. At the time of the bids, OCFA was aware of problems with foreign manufactured LED system that resulted in failure and fire.

The results of the bid evaluation are as follows:

Company Name	Bid Cost	Substitution	Responsive
Creative Lighting and Electrical (1, 2)	\$ 52,650.00	Yes	No
Advanced Lighting Concepts (1, 2)	\$ 69,400.80	Yes	No
DTI Advanced Solutions (2)	\$106,288.20	Yes	No
Eco Green Solutions (2)	\$129,163.76	Yes	No
All-Phase Electric Supply	\$134,800.20	No	Yes
AAA Electrical Supply	\$135,594.00	No	Yes

(1) Failed to bid T5 LED lights per specification which resulted in a significantly lower, but non-responsive bid.

(2) Failed to bid lights per specification which stipulated that the lights be manufactured in the United States. Consumer Product Safety Commission has reported multiple recalls (Cree, Osram-Sylvania etc.) due to fire, burns and shock which stemmed from LED lights manufactured in foreign counties (China, South Korea etc.).

Based on bidding results, All Phase Electric Supply was the lowest responsive bidder. Staff research of its product indicates a high quality unit manufactured in Santa Maria, California.

Action on this procurement was delayed because it was determined to be a major unbudgeted project requiring approval at mid-year. Despite the delay, All Phase Supply continues its interest in the project and guarantees its bid price to be valid until March 31, 2016.

Attachment(s)

None