



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, October 26, 2017

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 Robert Benoun

PLEDGE OF ALLEGIANCE by Director Spitzer

ROLL CALL

1. PRESENTATIONS

No items.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR**REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR****REPORT FROM FIRE CHIEF**

- Capital Improvement Program Quarterly Update (Anderson)

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 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 September 28, 2017, 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 Recommendation: APPROVE
Recommended Action:

In compliance with the investment policy of the Orange County Fire Authority and with Government Code Section 53646, it is recommended that the Committee receive and file the reports.

B. Updated Broker/Dealer List

Submitted by: Tricia Jakubiak, Treasurer

Budget and Finance Committee Recommendation: *APPROVE*

Recommended Action:

To update the current list of broker/dealers that the Treasurer uses for competitive bidding of investment purchases, it is recommended that the Committee approve the Broker/Dealer List, which includes FTN Financial Securities Corp., Raymond James Financial Services Inc., RBC Capital Markets, Stifel, Nicolaus & Company, Inc. and Wedbush Securities Inc. and authorize the List for a term of two years through October 31, 2019, as required by OCFA's Investment Policy.

C. NEOGOV Contract Amendment and Extension

Submitted by: Brigette Gibb, Director/Human Resources

Recommended Actions:

To renew and amend the current contract with GovernmentJobs.com doing business as NEOGOV for recruiting, onboarding, and performance evaluation software licenses, it is recommended that the Committee:

1. Approve and authorize the Purchasing Manager to amend the professional services agreement with NEOGOV for software licenses in the amount of \$58,276.
2. Authorize the Purchasing Manager to extend the contract for two additional one-year options with price escalation limited to 5% or less annually for a three-year not to exceed amount of \$182,748.

D. Sole Source Request for Fire Station Alerting System Replacement for Fire Stations 20 (Irvine) and 22 (Laguna Hills/Laguna Woods)

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

Recommended Actions:

For the installation and upgrade of fire station alerting system controllers, speakers, lights, and other electrical components, it is recommended that the Committee:

1. Approve and authorize the Purchasing Manager to issue a sole source contract to Westnet, Inc. in the amount of \$121,157 to install a fire station alerting system at OCFA Fire Station 20 and add a 10% contingency (\$12,116) to the contract for additional services that may be required during implementation and the Board Chair and Vice Chair will be notified before use of contingency funds.
2. Approve and authorize the Purchasing Manager to issue a sole source contract to Westnet, Inc. in the amount of \$117,697 to replace the fire station alerting system at OCFA Fire Station 22, and add a 10% contingency (\$11,770) to the contract for additional services that may be required during implementation and the Board Chair and Vice Chair will be notified before use of contingency funds.

E. Award of Contracts for Apparatus Bay Door Maintenance and Repair Services

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

Recommended Actions:

To award three-year blanket orders and contracts for apparatus bay door maintenance and repair services, it is recommended that the Committee:

1. Approve and authorize the Purchasing Manager to sign agreements with Action Door Repair, Inc. and Mako Overhead Door, Inc. for \$100,000 each, annually, for as-needed apparatus bay door maintenance and repair services at an aggregate amount not to exceed \$200,000 annually (\$600,000 during the three-year agreement).
2. Approve and authorize the Purchasing Manager to redistribute or adjust the annual amount between the two vendors as requested by the department, so long as the aggregate amount does not exceed \$200,000 annually.

END OF CONSENT CALENDAR**4. DISCUSSION CALENDAR**

No items.

COMMITTEE MEMBER COMMENTS**CLOSED SESSION**

No items.

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, *November 16, 2017, at 5:30 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 19th day of October 2017.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting	Wednesday, November 8, 2017, 12 noon
Claims Settlement Committee Meeting	Thursday, November 16, 2017, 5:00 p.m.
Executive Committee Meeting	Thursday, November 16, 2017, 5:30 p.m.
Board of Directors Meeting	Thursday, November 16, 2017, 6:00 p.m.

*Meetings moved up a week, due to the Thanksgiving holiday.