



# 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 25, 2018

5:30 P.M.

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road

Irvine, CA 92602

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Executive Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Fire Authority Executive Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Committee. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

### **CALL TO ORDER**

**INVOCATION** by Senior Chaplain Dave Keehn

**PLEDGE OF ALLEGIANCE** by Director Hernandez

### **ROLL CALL**

### **1. PRESENTATIONS**

No items.

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

- CIP Quarterly Report (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 Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

**CLOSED SESSION**

No items.

**2. MINUTES****A. [Minutes from the November 16, 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:

Receive and file the reports.

**B. First Quarter Financial Newsletter**

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

**Budget and Finance Committee Recommendation: *APPROVE***

Recommended Action:

Receive and file the report.

**C. Award of RFP #DC2250 – Public Affairs Consulting Services**

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

Recommended Action:

Approve award of RFP DC2250 to LG Strategies & Cerrell Associates, Inc. and authorize the Purchasing Manager to sign the proposed Professional Services Agreement for Public Affairs Consulting Services in an annual amount not to exceed \$75,000, with two additional one-year renewal options.

**D. Contract Extension for Firefighter Turnout Clothing**

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

Recommended Action:

Approve and authorize the Purchasing Manager to execute the two remaining one-year renewal options for the blanket order with AllStar Fire Equipment, Inc. for firefighter turnout clothing for a two-year aggregate amount not to exceed \$800,000 (\$400,000 annually).

**E. Sole Source Request for Banner Human Resources/Financial System Upgrade**

Submitted by Dave Anderson, Assistant Chief/Support Services

Recommended Action:

Approve and authorize the Purchasing Manager to issue a sole source contract to Conduent Government Systems, LLC in an amount not to exceed \$77,830.

**F. Sole Source Blanket Order Extension for ESRI GIS Software Licensing, Maintenance, and Support**

Submitted by Dave Anderson, Assistant Chief/Support Services

Recommended Action:

Approve and authorize the Purchasing Manager to extend the sole source blanket order with ESRI, Inc. for three years in an amount not to exceed \$75,000 per year (\$225,000 aggregate for three years).

**G. Special Procurement for Advanced Computer Network Technical Support**  
Submitted by Dave Anderson, Assistant Chief/Support Services

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with DHN Consulting, Inc. for three years in an amount not to exceed \$50,000 per year (\$150,000 aggregate for three years).

**END OF CONSENT CALENDAR**

**4. DISCUSSION CALENDAR**

**A. Special Procurement State Lobbying Contract Renewal**  
Submitted by: Brian Young, Assistant Chief/Operations

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Nielsen Merksamer Parrinello Gross & Leoni LLP for state lobbying services for a three-year term at the monthly retainer amount of \$5,500, not including expenses, for a not to exceed amount of \$207,000.

**B. Special Procurement Federal Lobbying Contract Renewal**  
Submitted by: Brian Young, Assistant Chief/Operations

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Holland and Knight for federal lobbying services for a three-year term at the monthly retainer amount of \$4,400, not including expenses, for a not to exceed amount of \$158,400.

**COMMITTEE MEMBER COMMENTS**

**CLOSED SESSION**

No items.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 18<sup>th</sup> day of January 2018.

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

**UPCOMING MEETINGS:**

Human Resources Committee Meeting	Wednesday, February 6. 2018, 12 noon
Budget and Finance Committee Meeting	Wednesday, February 14. 2018, 12 noon
Claims Settlement Committee Meeting	Thursday, February 22, 2018, 5:00 p.m.
Executive Committee Meeting	Thursday, February 22, 2018, 5:30 p.m.
Board of Directors Meeting	Thursday, February 22, 2018, 6:00 p.m.