



# 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, May 23, 2019

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 Chaplain Jim Gwaltney

**PLEDGE OF ALLEGIANCE** by Director Hernandez

### **ROLL CALL**

### **1. PRESENTATIONS**

No items.

## REPORTS

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

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

## 2. MINUTES

### A. [Minutes from the April 25, 2019, 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: Patricia Jakubiak, Treasurer

**Budget and Finance Committee Recommendation: APPROVE**

Recommended Action:

Receive and file the reports.

### B. [Third Quarter Financial Newsletter](#)

Submitted by: Robert Cortez, Assistant Chief/Business Services Department

**Budget and Finance Committee Recommendation: APPROVE**

Recommended Action:

Receive and file the report.

**C. [Fire Station Alerting System Replacement for Garden Grove Fire Stations 80-86](#)  
Submitted by: Jim Ruane, Assistant Chief/Logistics Department**

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue a sole source contract to Westnet, Inc. to replace the fire station alerting system at Garden Grove Fire Stations 80–86 in the amount of \$124,777.09 and add a 10% contingency (\$12,478) to the contract for additional services that may be required during the replacement with the stipulation the Board Chair or Vice Chair are notified before commitment of any contingency funds.
2. Approve and authorize the Purchasing Manager to issue future sole source contracts with Westnet, Inc. for OCFA fire station alerting system upgrades as long as funding is available in the adopted budget.
3. Approve and authorize the Purchasing Manager to adjust the Westnet, Inc. annual support and maintenance contract for the estimated amount not to exceed \$12,500 after the one-year warranty period expires, to add Garden Grove Fire Stations 80–86.

**D. [Fire Station Network and Phone System Replacement for Garden Grove Fire Stations 80-86](#)**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Dimension Data North America, Inc. for the installation and purchase of telephone systems, handsets, routers, and other components needed at Garden Grove Fire Stations 80–86 in the amount of \$123,114, with up to a 10% contingency (\$12,312) to the contract for additional services and equipment that may be required during the project with the stipulation the Board Chair or Vice Chair are notified before commitment of any contingency funds.

**E. [Contract Award for Normalized Difference Vegetation Index Aerial Imaging Services](#)**

Submitted by: Dave Anderson, Deputy Chief/Emergency Operations Bureau

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Eagle Aerial Solutions aerial imaging and analysis services in an amount not to exceed \$266,616.
2. Authorize the Purchasing Manager to execute two optional one-year renewals for additional services in an amount not to exceed \$60,000 annually (\$346,616 total for the three-year contract period through 2022). Additional services will include refinement of imagery and educational outreach/interpretation of imagery.

**F. Blanket Order Contract Adjustments for Pre-employment Background Investigative Services**

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

**Recommended Actions:**

1. Approve Amendment Number Three to the Professional Services Agreement with RCS Investigations and Consulting, LLC to:
  - a. Increase the contract value by \$42,000 (from \$125,000 to \$167,000) for the current 12-month term ending July 31, 2019, and
  - b. Extend the contract for up to three months through October 31, 2019, on an as-needed basis, for a not to exceed value of \$52,500 for the three-month extension, bringing the total contract value from \$167,000 to \$219,500 for the combined 15-month period.
2. Approve Amendment Number Three to the Professional Services Agreement with Sintra Group Professional Investigations to:
  - a. Increase the contract value by \$35,000 (from \$125,000 to \$160,000) for the current 12-month term ending July 31, 2019, and
  - b. Extend the contract for up to three months through October 31, 2019, on an as-needed basis, for a not to exceed value of \$52,500 for the three-month extension, bringing the total contract value from \$160,000 to \$212,500 for the combined 15-month period.

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

No items.

**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Executive Committee is scheduled for Thursday, June 27, 2019, at 5:30 p.m.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 16<sup>th</sup> day of May 2019.

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

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting  
Executive Committee Meeting  
Board of Directors Meeting

The June meeting has been cancelled.  
Thursday, June 27, 2019, 5:30 p.m.  
Thursday, June 27, 2019, 6:00 p.m.