



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, July 25, 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 Chaplain Brett Peterson

PLEDGE OF ALLEGIANCE by Director Sachs

ROLL CALL

1. PRESENTATIONS

No items.

REPORTS

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE FIRE CHIEF

- [Capital Improvement Projects Update \(Assistant Chief Ruane\)](#)

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. 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 June 27, 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](#)

Budget and Finance Committee Recommendation: APPROVE

Submitted by: Tricia Jakubiak, Treasurer

Recommended Action:

Receive and file the reports.

B. [July Legislative Report](#)

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

Recommended Action:

Receive and file the report.

C. Award of Contracts for Heating, Ventilation, and Air Conditioning (HVAC) System Maintenance and Repair Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to sign the agreements with Harbor Pointe for an amount not to exceed \$250,000 annually and ACCO for an amount not to exceed \$100,000 annually for as-needed HVAC system maintenance and repair services at an aggregate amount not to exceed \$350,000 annually (\$1,750,000 during the five-year term).
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 \$350,000 annually.

D. Professional Engineering/Construction Monitoring Services for Regional Fire Operations and Training Center (RFOTC) Training Grounds Upgrades and Construction Management Services on an As-needed Basis for Other Capital Improvement Projects

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue professional services agreement in an amount of \$160,000 with RSSE Structural Engineers, Inc. (RSSE) and add a 10% contingency (\$16,000) to the contract for additional services that may be required during the bid development and construction process for the RFOTC Training Grounds Project for a not to exceed amount of \$176,000.
2. Approve and authorize the Purchasing Manager to issue a contract to RSSE for an amount not to exceed \$100,000 annually for a one-year period with the option of four additional renewals for construction management services on an as-needed basis for other Capital Improvement Projects (\$500,000 total for the five-year term).

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, August 22, 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 Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 18th day of July 2019.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting	Wednesday, August 14, 2019, 12 noon
Executive Committee Meeting	Thursday, August 22, 2019, 5:30 p.m.
Board of Directors Meeting	Thursday, August 22, 2019, 6:00 p.m.
Budget and Finance Committee Meeting	Wednesday, September 11, 2019, 12 noon
Human Resources Committee Special Meeting	Tuesday, September 17, 2019, 12 noon