



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, February 27, 2020

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 Wagner

ROLL CALL

1. PRESENTATIONS

No items.

REPORTS

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

REPORT FROM THE BUDGET AND FINANCE 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. 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 January 23, 2020, 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. [Second 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. Contract Extension for Firefighting Personal Protective Equipment

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a Blanket Purchase Order using the special procurement provision of the Purchasing Ordinance for firefighting PPE in an amount not to exceed \$660,000 annually (\$1,320,000 aggregate) for an initial two-year term plus three optional one-year renewals.

D. Cooperative Contract - Staff Augmentation Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Computer Aid, Inc. to assist with development of an Immunization Records Management System in an amount not to exceed \$119,526.

E. Blanket Order Renewal for Agency-wide Internet Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the term and increase the amount of the blanket purchase order with Cogent Communications Group, Inc. for agency-wide internet services for a five-year term of a total amount not to exceed \$300,000 (\$60,000) annually.

F. Award of RFP # JA2397 Communications Equipment Installation Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to award RFP JA2397 and execute Professional Services Agreements with 911 Vehicle, Greg Johnson Company, and West Coast Lights & Sirens Inc., for as-needed vehicle communications equipment installation services for a three-year term with an annual amount not to exceed \$250,000 for each contract.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the funding between the three vendors as requested by the department provided the aggregate amount does not exceed \$750,000 annually.
3. Approve and authorize the Purchasing Manager to extend the contracts for up to two additional one-year renewals with annual price increases not to exceed 3% per year or the percentage increase in the U.S. Department of Labor Consumer Price Index for All Urban Consumers, Services in the Los Angeles-Riverside-Orange County, CA Area, whichever is lower.
4. Approve and authorize the Purchasing Manager to execute Amendment Number Two to the Professional Services Agreement with 911 Vehicle to increase the contract value by \$200,000 (from \$240,000 to \$440,000) and extend the contract through February 29, 2020.

G. Architectural and Construction Management Services for OCFA Renovation Project: Fire Station 41 Air Operations

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue a one-time Purchase Order in the amount of \$135,000 for OCFA Renovations Project: Station 41 Air Operations.
2. Approve and authorize the Purchasing Manager to increase the professional services agreement with Black, O'Dowd and Associates by \$150,000 to an amount not to exceed \$250,000 annually.

H. Adoption of Resolution Approving Amendments to OCFA Records Retention Schedule

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

Recommended Action:

Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE ORANGE COUNTY FIRE AUTHORITY APPROVING THE AMENDED RECORDS RETENTION SCHEDULE.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Orange County Fire Executive Committee is scheduled for Thursday, March 26, 2020, 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 20th day of February 2020.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting	Wednesday, March 11, 2020, 12 noon
Executive Committee Meeting	Thursday, March 26, 2020, 5:30 p.m.
Board of Directors Meeting	Thursday, March 26, 2020, 6:00 p.m.