



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 28, 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 the 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>



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.

Notice Regarding Public Participation During COVID-19 Emergency

During the Statewide COVID-19 Emergency, the public is not permitted to convene in person for this public meeting. However, the public may still view and comment on the meeting as follows:

To watch the meeting, the public may observe the meeting online at OCFA.org.

To comment on one or more items, send an email to PublicComments@ocfa.org. You may comment on items on the agenda or not on the agenda. Your comments will be forwarded electronically and immediately to the members of the Executive Committee. Comments related to a particular agenda item will only be considered prior to the close of public comments on that item.

For Individuals with Disabilities: The OCFA is dedicated to ensure accessibility to the meetings for those individuals with disabilities, therefore the OCFA has established a process to request a reasonable modification or accommodation consistent with the Americans with Disabilities Act (ADA). If you would like to request a modification or accommodation due to a disability, please call (714) 573-6040 as soon as is feasible, and identify the need and the requested modification or accommodation.

CALL TO ORDER

INVOCATION by OCFA Chaplain Devin Chase

PLEDGE OF ALLEGIANCE by Director Hernandez

ROLL CALL

1. PRESENTATIONS

No items.

REPORTS

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

PUBLIC COMMENTS

Public Comments during COVID-19 Emergency: Public Comments will be accepted prior to or during the meeting via email at PublicComments@ocfa.org. Comments may be submitted in reference to a specific item on the agenda or on items within the Executive Committee's subject matter jurisdiction but which are not listed on the agenda. All written comments will be distributed in writing via email to the Executive Committee members. Comments on items on the agenda will only be considered until the opportunity for public input on that item has closed.

2. 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. [Minutes from the April 23, 2020, Regular Executive Committee Meeting](#)

Submitted by: Martha Halvorson, Acting Clerk of the Authority

Recommended Action:

Approve as submitted.

B. [Monthly Investment Reports](#)

Submitted by: Tricia Jakubiak, Treasurer

Budget and Finance Committee Recommendation: APPROVE

Recommended Action:

Receive and file the reports.

C. [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.

D. Temporary Contract Extension – Security Guard Service for the Regional Fire Operations and Training Center

Submitted by: Nina Collins, Assistant Chief/Human Resources Department

Recommended Action:

1. Approve and authorize the Purchasing Manager to execute Amendment Number Two to the Professional Services Agreement with Allied Universal Security Services to extend the agreement through June 30, 2021, in an amount not to exceed \$187,129.
2. Approve and authorize the Purchasing Manager to increase the blanket order contract by up to \$20,143 per month for a total not to exceed \$241,715 for the provision of additional security services due to COVID-19 as-needed.

E. Architectural and Design Support Services for Fire Station Renovations Project: Stations 14 & 16 (Silverado) and 32 & 53 (Yorba Linda)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a Professional Services Agreement and one-time Purchase Order in the amount of \$274,250 to Gillis & Panichapan for design and architectural support services for station renovations.

F. Blanket Order Contract Renewal CentralSquare CAD2CAD System Software Licensing

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the current blanket order with CentralSquare using the special procurement provision in the Purchasing Ordinance for three years at an annual amount of \$77,204 for the aggregate not to exceed amount of \$231,612.

G. Special Procurement for Pre-Employment Fitness Examinations

Submitted by: Nina Collins, Assistant Chief/Human Resources Department

Recommended Action:

Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with San Diego Sports Medicine utilizing the special procurement provision in the Purchasing Ordinance to extend the agreement through June 30, 2021, with an increase of \$16,000 for a new total amount not to exceed \$66,000.

H. Blanket Order Increase and Renewals for 800MHz Radio and 900MHz Pager Communications System

Submitted by: Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

1. Approve and authorize the Purchasing Manager to extend the sole source blanket order contracts with the Orange County Sheriff's Department for three years and increase the respective contract amounts by up to 10% annually for years Two and Three of the renewal term.
2. Approve and authorize the Purchasing Manager to increase the blanket order contract for 800MHz radio licensing by \$76,364 for a new total amount not to exceed \$596,804.

END OF CONSENT CALENDAR

3. DISCUSSION CALENDAR

No items.

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, June 25, 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 21st day of May, 2020.

Martha Halvorson, CMC
Acting Clerk of the Authority

UPCOMING MEETINGS:

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

Wednesday, June 10, 2020, 12 noon
Thursday, June 25, 2020, 5:30 p.m.
Thursday, June 25, 2020, 6:00 p.m.