



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, May 27, 2021
6:00 P.M.

Regional Fire Operations and Training Center

Board Room

1 Fire Authority Road
Irvine, CA 92602

Link to:

[Board of Directors Member Roster](#)

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 Board of Directors 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 and identify the need and the requested modification or accommodation. Please notify us as soon as is feasible, however 48 hours prior to the meeting is appreciated to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

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 online, please go to website at www.OCFA.org
- To submit an e-comment, please 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 Board. Comments related to a particular agenda item will only be considered prior to the close of public comments on that item.

CALL TO ORDER by Chair Shawver

INVOCATION by OCFA Chaplain Fernando Villicana

PLEDGE OF ALLEGIANCE by Director Chun

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

B. Report from the Human Resources Committee Chair

C. Report from the Fire Chief

- OCFA Commitment to HCA Vaccination Effort – Ends June 5
- Camp Pendleton Fire School – Week of June 7
- QRF Press Event – June 14
- Career Firefighter Academy 52 Graduation Ceremony – June 16
- LA City, LA County, OCFA and USFS/ANF Chiefs invited for 2-hour show re: Wildfire Season

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment during COVID-19 Emergency on Page 1 of this Agenda.

1. PRESENTATIONS

No Items.

2. CONSENT CALENDAR

All matters on the consent calendar are considered routine and are to be approved with one motion unless a Director or a member of the public requests separate action on a specific item.

A. Minutes from the April 22, 2021, Regular Meeting of the Board of Directors

Submitted by: Maria D. Huizar, Clerk of the Authority

The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve as submitted.

B. Budget Adjustment and Contract Amendments Related to the Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program Extension

Submitted by: Brian Fennessy, Fire Chief

Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by 9-0 vote.

Recommended Actions:

1. Approve and authorize a budget adjustment to increase revenue and appropriations in the FY 2020/21 General Fund (121) budget by an additional \$468,500 for the extension of the FIRIS 2.0 Program through June 30, 2021.
2. Approve and authorize the Purchasing Manager to adjust all FIRIS-related vendor contracts by the individual amounts needed in support of the FIRIS 2.0 Program extension, so long as the aggregate value of the increases does not exceed the revised program budget (see Table).

3. DISCUSSION**A. Orange County Drowning Prevention Task Force Report**

Submitted by: Brian Fennessy, Fire Chief, Lori Smith, Assistant Chief/Community Risk Reduction Department and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Provide direction to staff regarding the following potential options, or other options as desired:

- Option 1.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, only.
- Option 2.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, with an OCFA Community Educator to attend Task Force meetings and OCFA to collaborate on annual countywide campaigns.
- Option 3.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, with an OCFA Community Educator to attend Task Force meetings, OCFA to collaborate on annual countywide campaigns, an OCFA Chief Officer to participate on the Task Force Board, and the OCFA Legislative Analyst to engage with annual fundraising efforts (see attached Task Force correspondence).
- Option 4.** Do not provide annual donations; continue with current drowning prevention activities.

B. Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau, Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Manager

Budget and Finance Committee without further deliberation due to loss of quorum, directed staff to place matter on the Board of Directors agenda by a 6-0 vote (Directors Tetteimer, Hasselbrink and Hernandez absent).

Recommended Action:
Pleasure of the Board.

4. PUBLIC HEARING

A. Review of the Fiscal Year 2021/22 Proposed Budget

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Tricia Jakubiak, Treasurer

Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda with modifications to the CIP for approval by 8-0 vote (Director Hasselbrink absent).

Recommended Actions:

1. Conduct a Public Hearing.
2. Adopt the FY 2021/22 Proposed Budget as submitted.
3. Adopt the resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ADOPTING AND APPROVING THE APPROPRIATIONS BUDGET FOR THE ORANGE COUNTY FIRE AUTHORITY FOR FISCAL YEAR 2021/22.
4. Approve and authorize the temporary transfer of up to \$90 million from the Fund 190 Workers' Compensation Reserve Fund to the General Fund 121 to cover a projected temporary cash flow shortfall for FY 2021/22.
5. Approve and authorize the repayment of \$90 million borrowed funds from Fund 121 to Fund 190 along with interest when General Fund revenues become available in FY 2021/22.
6. Approve transfers from the General Fund 121 to CIP Funds and Settlement Agreement Fund totaling \$17,032,518.

BOARD MEMBER COMMENTS

CLOSED SESSION

The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Board of Directors find, based on advice from the General Counsel, that discussion in open session of the following matters will prejudice the position of the authority in existing and/or anticipated litigation:

- CS1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION** pursuant to Government Code Section 54954.5: Fire Chief

CS2. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6

Chief Negotiators: Board Chair Shawver, Vice Chair Steggell, and
Immediate Past Board Chair Hasselbrink

Position: Fire Chief

CS3. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: Two (2) Cases

CLOSED SESSION REPORT by General Counsel

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, June 24, 2021, at 6:00 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case 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.

Maria D. Huizar, CMC
Clerk of the Authority

UPCOMING MEETINGS:

Budget and Finance Committee
Executive Committee
Board of Directors

Wednesday, June 9, 2021, 12 noon
Thursday, June 24, 2021, 5:30 p.m.
Thursday, June 24, 2021, 6:00 p.m.

ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular Meeting

Thursday, April 22, 2021

6:00 P.M.

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road

Irvine, CA 92602-0125

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Board of Directors was called to order on April 22, 2021, at 6:02 p.m. by Chair Shawver.

INVOCATION

Director Hernandez offered words of inspiration for the invocation.

PLEDGE OF ALLEGIANCE

Director Marquez led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Chair Dave Shawver, Stanton - Chair
Troy Bourne, San Juan Capistrano*
Ross Chun, Aliso Viejo*
Shelley Hasselbrink, Los Alamitos*
Joe Kalmick, Seal Beach
Jessie Lopez, Santa Ana*
Joe Muller, Dana Point*
Sandy Rains, Laguna Niguel*
Don Sedgwick, Laguna Hills
Mark Tettemer, Lake Forest
Kathleen Ward, San Clemente*

Vice Chair Michele Steggell, La Palma – Vice Chair
Letitia Clark, Tustin*
Carol Gamble, Rancho Santa Margarita*
Noel Hatch, Laguna Woods*
Anthony Kuo, Irvine
Frances Marquez, Cypress*
John R. O'Neill, Garden Grove
Vince Rossini, Villa Park*
Tri Ta, Westminster*
Donald P. Wagner, County of Orange

Absent: Lisa Bartlett, County of Orange

Ed Sachs, Mission Viejo

Also present were:

Fire Chief Brian Fennessy
Deputy Chief Kenny Dossey
Assistant Chief Robert Cortez
Assistant Chief Lori Smith
General Counsel David Kendig
Clerk of the Authority Maria Huizar

Deputy Chief Lori Zeller
Assistant Chief Randy Black
Assistant Chief Stephanie Holloman
Assistant Chief Phil Johnson
Assistant Chief Jim Ruane
Dir. of Communications Colleen Windsor

REPORTS

A. Report from the Budget and Finance Committee Chair (FILE 11.12)

Budget and Finance Committee Vice Chair Ta reported at the April 14, 2021, regular meeting, the Committee received the OCFA's Pension Liability, Accelerated Pension Paydown Plan and New Contract Cities presentation by Deputy Chief Lori Zeller. The Committee voted unanimously to receive and file the Communication with Auditors for Fiscal Year 2020/21 Financial Audit. Additionally, the Committee voted unanimously, following extensive discussion, to continue the Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix item to the next regularly scheduled Budget & Finance Committee meeting to develop recommendations for Board consideration. The Committee also directed staff to forward the Quick Reaction Force (QRF) Pilot Program, the Fiscal Year 2019/20 Backfill/Overtime and Calendar Year 2020 Total Earnings/Compensation Analysis, and Update on Public Works Procurement Procedures to Incorporate Best Practices, along with Committee recommendations, to the Board of Directors for their approval of the recommended actions.

B. Report from the Fire Chief (FILE 11.14)

Fire Chief Brian Fennessy reported on the extensive draught season and dire conditions throughout the State; as a reminder, noted next month is Wildfire Preparedness month, recommending all residents take action to prepare their homes and families before a wildfire starts. He reported on the Handtevy Mobile Device; a software application treating the emergent pediatric patient and introduced Assistant Chief Black who defined the key advantages of using the Handtevy device, adding OCFA is the first to implement the Handtevy system in Orange County.

PUBLIC COMMENTS

Chair Shawver opened the Public Comments portion of the meeting. Chair Shawver closed the Public Comments portion of the meeting without any comments from the general public.

1. PRESENTATIONS

No Items.

2. CONSENT CALENDAR

On motion of Director Tettemer, and second by Director Rains, and following a roll call vote, declared Agenda Item 2A and 2C passed 23-0 (Directors Bartlett and Sachs absent), with Agenda Items 2B and 2D pulled for separate consideration.

A. Minutes from the March 11, 2021, Special Meeting of the Board of Directors
(FILE 11.06)

Action:

Approve as submitted.

B. Minutes from the March 25, 2021, Regular Meeting of the Board of Directors
(FILE 11.06)

Director Rains pulled this item for separate consideration.

On motion of Director Rains, and second by Chair Shawver, and following a roll call vote, declared passed 23-0 (Directors Bartlett and Sachs absent) to approve as submitted.

C. Designation of Fire Authority Representatives to File Applications for State and/or Federal Financial Assistance Relating to Declared Disasters or Emergencies
(FILE 17.10D)

Action:

1. Adopt the proposed Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY, CALIFORNIA, DESIGNATING OCFA REPRESENTATIVES TO FILE APPLICATIONS FOR EMERGENCY FINANCIAL ASSISTANCE.
2. Approve and authorize the Clerk of the Authority to execute the State of California Office of Emergency Services Form 130 designating the positions of Deputy Chief of Administration & Support Bureau, Assistant Chief of Business Services, or Finance Manager/Auditor to execute and file applications on behalf of the OCFA related to all State and/or Federal declarations of disaster or emergency for the next three years.

D. Budget Adjustment and Contract Amendments Related to the Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program Extension (FILE 18.09D)

Director Kuo pulled this item for separate consideration.

On motion of Director O'Neill and second by Director Kuo, and following a roll call vote, declared passed 23-0 (Directors Bartlett and Sachs absent) to:

1. Contingent upon written confirmation of funding from Cal OES, approve and authorize a budget adjustment to increase revenue and appropriations in the FY 2020/21 General Fund (121) budget by \$451,500 for the extension of the FIRIS 2.0 Program.
2. Approve and authorize the Purchasing Manager to adjust all FIRIS-related vendor contracts by the individual amounts needed in support of the FIRIS 2.0 Program

extension, so long as the aggregate value of the increases does not exceed the revised program budget (see Table One).

3. DISCUSSION

A. Orange County Drowning Prevention Task Force Report (FILE 20.18)

Fire Chief Fennessy presented the Orange County Drowning Prevention Task Force Report.

Director Clark read into the record a letter from Orange County Board of Supervisors Third District Policy Advisor Al Murray.

Discussion ensued.

On motion of Director Gamble and second by Director Rains, and following a roll call vote, declared substitute motion passed 22-0 (Directors Bartlett, Clark, and Sachs absent), to table matter at this time and direct staff to return to the Board with complete breakdown of all cost involved in the OCFA's proposed involvement in the Orange County Drowning Prevention Task Force including all cost of staff time.

B. Quick Reaction Force (QRF) Pilot Program (FILE 18.09D)

Fire Chief Fennessy presented the Quick Reaction Force (QRF) Pilot Program.

Discussion ensued.

On motion of Director Wagner and second by Chair Shawver, and following a roll call vote, declared passed 23-0 (Directors Bartlett and Sachs absent) to:

1. Approve the Funding Agreement with Southern California Edison in a form substantially consistent with the attachment and approved by legal counsel to accept funding in the amount of \$7,725,000 to fund the Quick Reaction Force Pilot Program for 150-days and an additional \$1,545,000 for a 30-day program extension. Funds will cover the cost of the daily standby lease for one CH-47 Helitanker, daily standby lease for one S-76 Aerial Supervision aircraft, Air Tactical Group Supervisors, and standby lease for one mobile retardant plant to enhance the effectiveness of aerial responses to wildland fires.
2. Approve and authorize the Purchasing Manager to execute the Public Aircraft Lease and Service Agreement with Coulson Aviation (USA), Inc. in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement provision in the Purchasing Ordinance for the provision of aircraft and other operational related services in an amount not to exceed \$8,710,000.
3. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with Perimeter Solutions in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement

- provision in the Purchasing Ordinance for the provision of a mobile fire retardant plant and related services in an amount not to exceed \$1,490,000.
4. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with the Air Tactical Group Supervisors (ATGS') in a form substantially consistent with the attachment and approved by legal counsel at annual amounts not to exceed \$250,000 each with an aggregate program spending cap not to exceed \$720,000.
 5. Approve and authorize a FY 2020/21 General Fund (121) budget adjustment to recognize funding from SCE for a revenue increase of \$9,270,000 and to increase appropriations by the same amount.
 6. Approve the updated Cost Reimbursement Rate schedule to include the CH-47 Helitanker and S-76 Helitanker hourly flight rates, and mobile fire retardant plant rates to be effective June 15, 2021.
 7. Adopt an exemption from the California Environmental Quality Act (CEQA) pursuant to Title 14, California Code of Regulations, Section 15301 (Existing Facilities) and direct staff to file a Notice of Exemption.

C. Fiscal Year 2019/20 Backfill/Overtime and Calendar Year 2020 Total Earnings/Compensation Analysis (FILE 15.11)

Finance Manager Julie Nemes presented a PowerPoint presentation of the Fiscal Year 2019/20 Backfill/Overtime and Calendar Year 2020 Total Earnings/Compensation Analysis.

On motion of Director Kuo and second by Director O'Neill, and following a roll call vote, declared passed 23-0 (Directors Bartlett and Sachs absent) to:

1. Direct staff to continue pursuing reductions in overtime by filling permanent vacancies as quickly as possible after the positions become vacant.
2. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to maximize the number of firefighters hired into each academy, pending attrition/promotions that occur during and following academy graduations.
3. Direct staff to continue using overtime to fill temporary vacancies rather than hiring additional personnel, recognizing this as a cost-effective practice for temporary needs

Director Rossini left at this point (8:50 p.m.).

D. Proposed Updates to Public Works Procurement Procedures (FILE 11.10H5)

Purchasing Manager Sara Kennedy presented a PowerPoint presentation of the Proposed Updates to Public Works Procurement Procedures.

On motion of Director O'Neill and second by Director Sedgwick, and following a roll call vote, declared passed 22-0 (Directors Bartlett, Rossini, and Sachs absent) to affirm that the

proposed process for pre-qualifying contractors in connection with OCFA's Public Works solicitations meets the Board of Directors expectations for public projects.

4. PUBLIC HEARING

No Items.

BOARD MEMBER COMMENTS

The Board Members offered no comments.

CLOSED SESSION (FILE 11.15)

CS1. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION - pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: Two (2) Cases.

CLOSED SESSION REPORT - General Counsel David Kendig reported there was no reportable action.

ADJOURNMENT Chair Shawver adjourned the meeting at 9:59 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, May 27, 2021, at 6:00 p.m.

Maria D. Huizar, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
May 27, 2021

Agenda Item No. 2B
Consent Calendar

**Budget Adjustment and Contract Amendments Related to the
Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program Extension**

Contact(s) for Further Information

Brian Fennessy, Fire Chief	brianfennessy@ocfa.org	714.573.6010
Robert Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012

Summary

This agenda item is submitted for approval of budget and contract adjustments in reference to the extension of the Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program, as requested by the California Governor's Office of Emergency Services (Cal OES) to continue providing enhanced regional wildfire situational awareness for first responders. The agenda item seeks approval to increase revenue and appropriate Cal OES funds by an additional \$468,500 to cover the cost of the FIRIS 2.0 Program extension from June 1 through June 30, 2021.

Prior Board/Committee Action

On June 25, 2020, the Board of Directors authorized the FIRIS 2.0 Program, which included approval of \$8.2 million budget via State funds and approval of various agreements for services including aviation equipment, data analytics, program managers, Air Tactical Group Supervisors (ATGSs), and other related services.

On January 28, 2021, the Board of Directors authorized spending cap adjustments to the FIRIS 2.0 Program, which included the approval to increase individual contract amounts for program managers and to increase the aggregate not-to-exceed amount for the ATGSs.

On March 10, 2021, the Budget and Finance Committee reviewed the budget adjustment item and recommended by a 7-0 vote (Directors Bourne and Sachs absent) that the Board of Directors, contingent upon the written confirmation of funding from Cal OES, approve and authorize a budget adjustment to increase revenue and appropriations in the FY 2020/21 General Fund (121) budget by \$2,638,675 for the extension of the FIRIS 2.0 Program. Subsequently, Cal OES notified OCFA that funding availability for the extension had been reduced.

On April 22, 2021, the Board of Directors approved a budget adjustment of \$451,500 and authorized spending cap adjustments to the FIRIS 2.0 Program service contracts, to extend the FIRIS Program through June 1, 2021. Subsequently, Cal OES amended the FIRIS Program service agreement to extend the Program and funding through June 30, 2021.

On May 12, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by 9-0 vote.

RECOMMENDED ACTION(S)

1. Approve and authorize a budget adjustment to increase revenue and appropriations in the FY 2020/21 General Fund (121) budget by an additional \$468,500 for the extension of the FIRIS 2.0 Program through June 30, 2021.
2. Approve and authorize the Purchasing Manager to adjust all FIRIS-related vendor contracts by the individual amounts needed in support of the FIRIS 2.0 Program extension, so long as the aggregate value of the increases does not exceed the revised program budget (see Table).

Impact to Cities/County

The FIRIS 2.0 Program has greatly enhanced and will continue to enhance aerial wildfire response and situational awareness in Orange County and throughout California during the remainder of the 2020/21 wildfire season, upon approval of this extension.

Fiscal Impact

The FIRIS 2.0 Program was initially funded with an award of \$7,706,525 from Cal OES and \$500,000 in State funds remaining from the 2019 FIRIS Pilot Program. At its April 2021 meeting, the OCFA Board of Directors approved a Program extension through June 1, 2021 and increased the Program budget by \$451,500 as requested by Cal OES. Cal OES now desires to extend the term of the Program through June 30, 2021 and provides an additional \$468,500 via a contract amendment. This amendment brings the Cal OES total contract award to \$8,626,525 for Program services through June 30, 2021.

Background

FIRIS 2.0 Program

Wildland fire remains the most significant threat to life and property in California; lives, property, and natural resources are threatened on a 24-hour basis. In response to this threat, the California Governor's Office of Emergency Services, (Cal OES) provided funding for the OCFA to administer the All-Hazard Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program. FIRIS 2.0 is an all-hazard and all-weather tool that in addition to wildland fires, can also immediately respond to mudslides, flooding, and other natural disasters.

The FIRIS 2.0 Program Incident Awareness and Assessment (IAA) aircraft have been engineered and equipped so that decision-makers can view information in real-time, keep pace and understand the true scale of all-hazard disaster needs and response. FIRIS 2.0 has also put first responders and equipment in position to quickly address climate-driven emergencies and provides more targeted and effective evacuations. Improved communications and real-time technologies give firefighters, Incident Commanders, policymakers, the California State Operations Center (SOC), the intelligence units based at the two Geographic Area Coordination Centers (NOPS & SOPS) in California, the California Fire and Rescue Coordination Center, local Emergency Command Centers (ECC) and Emergency Operations Centers (EOC) better and faster information about fast-paced disasters. Furthermore, FIRIS 2.0 reduces the risk to Orange County and California citizens and mitigates the impacts of climate-driven disasters within the first hour of report of a disaster.

As a result of COVID-19, one objective is to adopt wildland fire suppression activities like FIRIS 2.0, so that when fire suppression resources are limited, they can be deployed in a more strategic manner than in the past, and that evacuations occur in a more efficient and effective manner.

FIRIS 2.0 Program Update

The FIRIS aircraft have been used on numerous incidents throughout the State during the 2020/21 wildfire season, and most notably here in Orange County including: Silverado, Blue Ridge, Bond as well as other smaller vegetation fires. In addition, the Program is also being utilized in the all hazards arena to include rain events to monitor hillside movement in mud and debris flow susceptible areas. This important tool will allow ground units additional time to affect evacuations as well and assess damage in real time.

During the Silverado, Blue Ridge and Bond Fires, the OCFA applied for FEMA's Fire Management Assistance Grant also known as "FMAG". FMAG pays for up to 75% of suppression costs if agencies are successful in submitting an application. In order for agencies to qualify for FMAG, agencies need to submit their application through Cal OES while the fire is still active and there is a threat to life, property, and infrastructure. Time is of the essence in order to successfully qualify for the grant. Given the imagery and data gathered and provided by the FIRIS 2.0 program, OCFA received FMAG approval within a record 2-3 hours for all three major fires. Cal OES stated that these were the fastest approvals from FEMA they have ever seen and it was due to the FIRIS modeling that was included with the grant application.

Cal OES Request for FIRIS 2.0 Program Extension from June 1 through June 30, 2021

Since September of 2020, the OCFA has been providing enhanced regional wildfire situational awareness for first responders in Orange County and throughout the State of California at the request of Cal OES per agreement number A201003758. At its April 2021 meeting, the OCFA Board of Directors approved a Program extension through June 1, 2021 and increased the Program budget by \$451,500 as requested by Cal OES. Cal OES now desires to extend the term of the Program through June 30, 2021 and provides an additional \$468,500 via a contract amendment. This amendment brings the Cal OES total contract award to \$8,626,525 for FIRIS 2.0 Program services through June 30, 2021.

The table below details the recommended FIRIS 2.0 budget adjustments and spending cap for the Program extension:

Funding Source	Funding Description	Current Budget & Spending Cap	Proposed Adjustment	Proposed Revised Budget & Spending Cap
Cal OES	Reimbursement Basis	\$8,158,025	\$468,500	\$8,626,525
2019 FIRIS Program Fund Balance	Re-allocation of remaining State Funds (est.)	\$500,000	\$0	\$500,000
Total Funding & Spending Cap		\$8,658,025	\$468,500	\$9,126,525

Attachment

Cal OES Service Contract Amendment

STANDARD AGREEMENT - AMENDMENT

STD 213A (Rev. 4/2020)

☐ CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED _____ PAGES

AGREEMENT NUMBER

A201003758

AMENDMENT NUMBER

1

Purchasing Authority Number

GOES-0690

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Governor's Office of Emergency Services (Cal OES)

CONTRACTOR NAME

Orange County Fire Authority

2. The term of this Agreement is:

START DATE

September 1, 2020

THROUGH END DATE

June 30, 2021

3. The maximum amount of this Agreement after this Amendment is:

\$8,626,525.00

Eight Million Six Hundred Twenty-Six Thousand Five Hundred Twenty-Five Dollars and Zero Cents

4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:

I. Pursuant to Exhibit A, Statement of Work (SOW); Section 2, Term/Period of Performance; Paragraph B., Cal OES hereby extends the end date of the period of performance from April 30, 2021 to June 30, 2021.

Current Term: 09/01/2020 - 04/30/2021

New Term: 09/01/2020 - 06/30/2021

II. Pursuant to Exhibit A, Statement of Work (SOW); Section 3, Budgeted Amount; Cal OES hereby increases the budgeted amount by \$920,000.00, subject to available funding.

Previous contract value: \$7,706,525.00

New contract value: \$8,626,525.00

III. Due to ongoing impacts and recovery from the 2020 wildfire season, as well as the need to maintain ongoing situational awareness, and respond appropriately, and preserve the public health and safety, it is necessary to extend this contract. As of April 12th, the amendment will include only the use of one aircraft at 12 hours a day rather than the original contract for two aircraft, one at 24 hours a day and one at 12, in addition to minimizing the need for all personnel to support.

*All other terms and conditions shall remain the same.**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.***CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

Orange County Fire Authority

CONTRACTOR BUSINESS ADDRESS

1 Fire Authority Road

CITY

Irvine

STATE

CA

ZIP

92602

PRINTED NAME OF PERSON SIGNING

Brian Fennessy

TITLE

Fire Chief

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

4/29/2021

DocuSigned by:

Brian Fennessy

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STANDARD AGREEMENT - AMENDMENT

STD 213A (Rev. 4/2020)

☐ CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED _____ PAGES

AGREEMENT NUMBER A201003758	AMENDMENT NUMBER 1	Purchasing Authority Number GOES-0690
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STATE OF CALIFORNIA

CONTRACTING AGENCY NAME California Governor's Office of Emergency Services (Cal OES)				
CONTRACTING AGENCY ADDRESS 3650 Schriever Avenue		CITY Mather	STATE CA	ZIP 95655
PRINTED NAME OF PERSON SIGNING Heather Carlson		TITLE Assistant Director, Administrative Services		
CONTRACTING AGENCY AUTHORIZED SIGNATURE <div><div>DocuSigned by:</div><div>Heather Carlson</div></div>		DATE SIGNED 4/29/2021		
CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL		EXEMPTION (If Applicable) SCM Vol. 1 3.10		



Orange County Fire Authority **AGENDA STAFF REPORT**

Board of Directors Meeting
May 27, 2021

Agenda Item No. 3A
Discussion Calendar

Orange County Drowning Prevention Task Force Report

Contact(s) for Further Information

Brian Fennessy, Fire Chief	brianfennessy@ocfa.org	714.573.6010
Lori Smith, Assistant Chief Community Risk Reduction Department	lorismith@ocfa.org	714.573.6016
Robert Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012

Summary

This item is submitted to provide estimated costs associated with staff time for potential activities in support of the Orange County Drowning Prevention Task Force.

Prior Board/Committee Action

At its April 22, 2021, meeting, the Board of Directors received a presentation from staff regarding OCFA's past involvement with the Orange County Drowning Prevention Task Force, including prior budget actions and donations made to the Task Force. Following its discussion, the Board voted to table the matter and directed staff to return to the Board with a complete breakdown of all cost involved in the OCFA's proposed involvement in the Orange County Drowning Prevention Task Force including all cost of staff time.

RECOMMENDED ACTION(S)

Provide direction to staff regarding the following potential options, or other options as desired:

- Option 1.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, only.
- Option 2.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, with an OCFA Community Educator to attend Task Force meetings, and OCFA to collaborate on annual countywide campaigns.
- Option 3.** Provide an annual donation of \$25,000 to the Orange County Drowning Prevention Task Force, with an OCFA Community Educator to attend Task Force meetings, OCFA to collaborate on annual countywide campaigns, an OCFA Chief Officer to participate on the Task Force Board, and the OCFA Legislative Analyst to engage with annual fundraising efforts (see attached Task Force correspondence).
- Option 4.** Do not provide annual donations; continue with current drowning prevention activities.

Impact to Cities/County

Not Applicable

Fiscal Impact

Estimated cost allocations associated with staff time for potential support of Drowning Prevention campaigns and/or Task Force activities are attached.

Background

Following its discussion at the April 22, 2021 meeting, the Board of Directors directed staff to return at the May 27, 2021 meeting with a detailed accounting of staff time in support of current drowning prevention activities and including potential future activities in support of the Task Force.

Current Drowning Prevention Activities

OCFA's drowning prevention campaigns are typically focused from May through September, with delivery of educational safety messages through press event(s), paid media, public service announcements, cities served by OCFA, and social media. Cost details related to staff time and services utilized for OCFA's annual drowning prevention campaigns are provided in Attachment 1. Examples of banners produced for the 2020 campaign are provided in Attachment 2.

Potential Future Activities in Support of the Task Force

The OCFA received correspondence from the Orange County Prevention Task Force dated April 21, 2021 (Attachment 3) which included a "Summary of Request" related to the OCFA partnership. In preparing cost estimates for potential future activities that OCFA might engage in for support to the Task Force, staff used details listed in the "Summary of Request" for developing a menu of potential options (Attachment 4).

Staff is seeking input from the Board as to future direction for drowning prevention activities supported by the OCFA.

Attachment(s)

1. Cost Details –Current Drowning Prevention Activities
2. 2020 Drowning Prevention Campaign Banners
3. Correspondence from Orange County Drowning Prevention Task Force dated April 21, 2021
4. Cost Details – Potential Future Activities in Support of the Task Force
5. OCFA Staff Report – Orange County Drowning Prevention Task Force Report dated April 22, 2021

**Current Estimated OCFA Drowning Prevention Program
Activity Hours and Estimated Costs**

Current OCFA Drowning Prevention Program - On-Going Efforts			
Position/Rank	Estimated On-Going Hours/Year	Type of Activity	Estimated Cost
Communications Director (1)	2-4	Planning annual campaigns for OCFA jurisdictions	\$297 to \$594
PR Manager (1)	28-33	Management of on-going education and development of annual campaign strategies	\$2,316 to \$2,730
PIOs (3)	8-10	Communication of educational messaging	\$968 to \$1,210
Community Educators (6)	105-115	Attendance at community events, presentations, and press conference	\$6,466 to \$7,081
Multi-media staff (2)	10-15	Building of education materials and revisions	\$789 to \$1,184
Estimated Total			\$10,836 to \$12,779

Current OCFA Drowning Prevention Program - Campaign Activities* (April to October)			
Position/Rank	Estimated Campaign Hours/Year*	Type of Activity	Estimated Cost
Communications Director (1)	5	Planning annual campaigns for OCFA jurisdictions	\$743
PR Manager (1)	18-24	Development of annual campaign strategies	\$1,489 to \$1,986
PIOs (3)	10-15	Campaign press conference	\$1,210 to \$1,815
Community Educators (6)	10-15	Assistance with messaging and press conference	\$616 to \$924
Multi-media staff (2)	60-75	Building of campaign materials and revisions	\$4,735 to \$5,918
Estimated Total			\$8,793 to \$11,386

* Campaign hours for all involved typically go down significantly after the initial year when development of messaging and materials takes place.

Note: Additional prior year related Drowning Prevention Program costs include media buys and professional services FY19-20 & FY20-21 (\$33K combined), banners in 2020 (\$5,242), training in 2021 (\$698), and miscellaneous expenses in 2019 (\$211).



**DROWNING
HAPPENS
IN SECONDS**

**FASTER THAN IT TAKES
TO SEND A TEXT**

**IT'S UP TO US
TO KEEP KIDS SAFE**

ocfa.org/PreventDrowning



DROWNING HAPPENS IN SECONDS
DESIGNATE A WATER WATCHER



IT'S UP TO US TO KEEP KIDS SAFE
ocfa.org/PreventDrowning



**DROWNING HAPPENS IN SECONDS
FASTER THAN IT TAKES TO GRAB A SNACK**



IT'S UP TO US TO KEEP KIDS SAFE
ocfa.org/PreventDrowning





April 21, 2021

Dear OCFA Board Members,

During your last Board meeting there was a Drowning Prevention Proclamation. The Orange County Drowning Prevention Task Force took that opportunity to send a letter to the OCFA with the intention of once again developing a relationship with the OCFA so together we can prevent unintentional drownings in our community. As you will see from this letter, we believe we are stronger together and with collaboration and support from OCFA, the OC Drowning Prevention Task Force can save lives.

Background

In August 2015 this countywide drowning prevention task force was established to develop recommendations on methods and strategies to improve drowning prevention efforts in Orange County. The idea behind the task force was to have uniform and consistent messaging.

The Taskforce is not separate entity, but a consortium of agencies, cities and organizations committed to collaborating on drowning prevention. Orange County Health Care Agency (OCHCA) managed receipt and spending of the campaign donations from 2015 until early 2020. At this point, the role was transitioned to Stop Drowning Now (SDN). A key reason for this was to give the Task Force more flexibility for how funds may be spent to best meet the Task Force's needs. Moving forward, all spending will be carried out through SDN (not OCHCA).

In preparation for the 2016 drowning season, \$235,000 was spent to develop, and place, ads for a multilingual drowning prevention media campaign targeting parents/caregivers and adults 50+. This was managed by the OCHCA on behalf of the Task Force. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County. In this first year, campaign components included OCTA bus ads, digital advertising, radio spots, and print ads in English and Spanish. Formative research included surveys, four focus groups conducted with the targeted audiences to test the campaign messaging and visuals, and a review of data and best practices. The Task Force solicited donations for the media buy, which was funded by jurisdictional partners, OCFA, The Office of Supervisor Todd Spitzer, and matched by the OCHCA.

In subsequent years, additional campaign components were added or refreshed. Materials were translated into Vietnamese, in addition to English and Spanish. PSAs were developed in all three languages. A Task Force website was created. A digital communications tool kit was created for partner use, including social media template posts and images, newsletter and website articles, PSAs, and various educational materials. The multilingual drowning prevention media campaigns ran in 2016, 2017, 2018, and 2019.

All of the above was done with the direct input of the OCFA, it's member cities, the medical community, drowning prevention and child abuse experts, first responders, the OCHCA and many others who joined us at the table from 2016-2019. This media campaign made nearly 60 million impressions and was working to steadily reduce drownings in Orange County especially among young children with total incidents for children under 5 at 33 in 2019 as opposed to 41 in 2015. With the OCFA continued support and contribution, this downward trend can continue.

From the comments at the last meeting, it appears that instead of utilizing the vast media campaign and materials that were already purchased and developed, the OCFA is spending funds to start over with a new and different media campaign. This is not the best use of precious drowning prevention funds. And while certainly not the intent of the OCFA, it also disregards the hard work of the many members of the Task Force and undermines the idea of uniform and consistent messaging.

While over the past two years, the Task Force has certainly felt the loss of OCFA support, we are proud to say that we have made great strides in developing an all-county drowning prevention initiative. Our “boots on the ground” system; in collaboration with the national drowning prevention non-profit, Stop Drowning Now, has taken the existing best practices and programs that have been created by national and international experts on drowning prevention, and brought them to OC. Starting with our high school clubs program which is currently engaged with nine high school clubs, which are made up of hundreds of high school students from all over Orange County; to our “No Drown Towns”, where we engage with city staff and volunteer groups to represent the taskforce at community events where they educate the community on drowning prevention practices; and lastly to our elementary education programs which utilizes the high school club volunteers to teach elementary school students about the dangers associated with being in and around the water. In this program, we have the full support of the beach lifeguard agencies across Orange County, yet we don’t have support of our own fire authority. The fact is that the Task Force is actively making a difference, but we believe our impact would be substantially greater with the support and partnership of OCFA.

Summary of Request

Our hope is that this plea will once again help us gain a partner in OCFA. As part of this partnership, we are specifically requesting the following:

1. A Division Chief be assigned as the OCFA representative on the Taskforce executive board. In the past it was the Chief from the City of Irvine and our hope is that we can renew this commitment once again.
2. We invite OCFA to reestablish its status as a member organization by once again being listed on the Task Force website, and to consider co-branding opportunities as appropriate. Through our partnership we hope to collaborate on events such as press conferences, water safety days, and water watcher tags.
3. We request help from the OCFA in fundraising and our hope is that the \$25,000 earmarked by OCFA for drowning prevention will once again be funneled to the group that can do the most with it, the OC Drowning Prevention Taskforce.
4. OCFA does a tremendous job with the OC drowning data collection. We appreciate the continuous sharing of data to support Task Force activities. We ask that OCFA collaborate with the Task Force to build a robust drowning data monitoring system utilizing our many key stakeholders.
5. Finally, the OCFA is spending money on a media campaign that departs from the tested and agreed upon messaging jointly developed by the Task Force. We are requesting the OCFA collaborates with the Task Force on its drowning prevention messaging so we may work together, with consistency, to save lives.
6. Important to note: The Task Force is not requesting that OCFA resume their previous role as the administrative backbone agency. As SDN has stepped up as the Task Force Fiduciary agent, A SDN staff person has also been designated to oversee the administrative details of the Task Force.

Drowning is the number one cause of accidental death for children ages 1-4. There is no doubt that we are all passionate about stopping drowning now. The more cooperation and teamwork we have, the greater the impact will be in stopping this tragic loss of life.

We thank you for your consideration,

Dr. Theodore Heyming, Children’s Hospital of Orange County
Co-Chair, OC Drowning Prevention Task Force

Dan Berzansky, Premier Aquatics
Co-Chair, OC Drowning Prevention Task Force

Julie Lopiccolo, Jasper Ray Foundation
Immediate Past Chair, OC Drowning Prevention Task Force

Joe Bailey, Lifeguard Chief, Seal Beach
Immediate Past Chair, OC Drowning Prevention Task Force

Potential Future Activities and Associated Costs in Support of OC Drowning Prevention Task Force Request

OC Drowning Prevention Task Force Request			
Position/Rank	Estimated Hours/Year	Type of Activity	Potential Future Cost
Division Chief*	60 ^a	Fill Seat on the Task Force board	\$12,458
Communications Director	5 ^b	Collaboration on events, press conferences, water safety days, and water watcher tags	\$743
PR Manager	10 ^c	Collaboration on events, press conferences, water safety days, and water watcher tags	\$827
Community Educator	416 ^d	Collaboration on events, press conferences, water safety days, and water watcher tags	\$25,617
Legislative Analyst	100 ^e	Fundraising interaction with OCFA cities	\$10,292
Estimated Total**			\$49,937

* Other classifications that may serve on the Task Force Board in-lieu of a Division Chief

Battalion Chief	60 ^a	Fill Seat on the Task Force board	\$11,029
Staff Captain	60 ^a	Fill Seat on the Task Force board	\$8,112

** Does not include any multi-media or PIO related services or costs

Note: Additional OC Drowning Prevention Task Force monetary related request includes \$25K annual donation.

Estimated Hours/Year Footnotes:

^a Assumes 2hrs per board meeting commitment plus additional 3hrs month for Task Force related requests or follow-up work

^b Assumes similar activity hours as when working on OCFA campaign activities

^c Estimated hours based on type of activity requested

^d Based on 2018-19 estimated hours of support provided to the Task Force (assumes 20% of one Community Educator per year)

^e Based on 2018-19 estimated hours of support provided to the Task Force



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
April 22, 2021

Agenda Item No. 3A
Discussion Calendar

Orange County Drowning Prevention Task Force Report

Contact(s) for Further Information

Brian Fennessy, Fire Chief	brianfennessy@ocfa.org	714.573.6010
Lori Smith, Assistant Chief/Fire Marshal	lorismith@ocfa.org	714.573.6016

Summary

This agenda item is a reporting of the Orange County Fire Authority involvement and participation with the Orange County Drowning Task Force as well as budget actions related to the program. The report is submitted at the request of the Board of Directors at the March 31 meeting.

Prior Board/Committee Action(s)

No committee action required or requested.

RECOMMENDED ACTION(S)

Receive and file.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

See Attached Background

Attachment(s)

1. Background
2. Agenda Staff Report for funding request, dated August 12, 2015
3. Agenda Staff Report for funding request, dated September 9, 2015
4. Agenda Staff Report for funding request, dated September 24, 2015
5. Agenda Staff Report for funding request, dated May 25, 2017
6. Agenda Staff Report for funding request, dated April 26, 2018
7. Agenda Staff Report for funding request, dated August 23, 2018

Orange County Drowning Prevention Task Force

Background

- **June 18, 2015 – Executive Committee Meeting.** During Director comments, Directors Spitzer, Lalloway and Murray led a discussion on the need for a hard-hitting drowning safety campaign. Chief Jeff Bowman and Communications Director Sandy Cooney shared in their concerns and agreed to expanding OCFA efforts to a countywide coalition effort.
- **August 12, 2015 – Budget and Finance Committee Meeting.** This agenda item requested an appropriation of \$25,000 for start-up costs for focus groups and market research with a match commitment from the Orange County Health Care Agency. The Committee continued the item to the September 9, 2015 meeting and directed staff to provide additional information related to goals and objectives framework, demographics of the intended audience and evaluation methodology.
- **September 9, 2015 – Budget and Finance Committee Meeting.** This agenda item provided additional information regarding more accurate cost estimates, top five language groups and intended in-kind services utilizing graduate students from local universities. The initial quote for the focus groups was \$116,000. The recommended actions were as follows:
 1. Increase appropriations in the 2015/16 General Fund budget not to exceed \$25,000 for seed funding for the Orange County Drowning Prevention Task Force.
 2. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.
 3. The release of this seed funding is contingent upon the commitment of contributions by other agencies.

The item was approved and moved to the September 24, 2015 Board of Directors meeting.

The Orange County Health Care Agency was facilitating all of the budget deposits and expenditures for the task force.

- **September 24, 2015 – Board of Directors Meeting.** The Board approved the appropriation of funds with the promise that other Orange County agencies would be asked to contribute to these costs. At this time, it was unclear how many or how much other agencies might contribute.

The start-up working group consisted of staff from the Orange County Health Care Agency, the Orange County Sheriff's Department, the Orange County Fire Authority, Newport Beach Lifeguards, City of Tustin, Blue Buoy Swim School and the Jasper Ray Foundation.

- **May 10, 2017 – Budget and Finance Committee Meeting.** The agenda item requested an appropriation from the General Fund in the amount of \$25,000 for the Orange County Drowning Prevention Task Force. At this time the task force reported that in 2016, approximately \$225,000 in funding from the County and Task Force partners developed a campaign targeting parents and caregivers of young children and adults over the age of 50 in both English and Spanish. In this agenda item it was reported that a letter was recently mailed to each of the OCFA Directors encouraging a donation of \$5,000 or more on behalf of their city. Then Director Al Murray was serving as the Chair of the Task Force Finance Committee working with OCFA to encourage contributions.
- **May 25, 2017 – Board of Directors Meeting.** The agenda item requested an appropriation from the General Fund in the amount of \$25,000 approved by the Budget and Finance Committee. At this time then Director Todd Spitzer was serving as Chair of the Task Force Public Safety Outreach Committee and was considering an item authorizing the Orange County Health Care Agency to accept contributions. There was some discussion concerning the OCFA letter writing campaign to encourage city donations for a County task force. The item was approved with the following campaign updates:

Attachment

"It Only Takes Seconds to Drown"
2016 Drowning Prevention Campaign
October 2016

The Orange County Health Care Agency has implemented the 2016 drowning prevention campaign "It Only Takes seconds to Drown" on behalf of the Orange County Drowning Prevention Task Force (Task Force).

With approximately \$225,000 in funding from the County and Task Force partners the campaign targets parents and caregivers of young children and adults over 50 in both English and Spanish.

The campaign was successfully launched in May and a pre-July 4th holiday weekend press event was held on June 29, 2016. A second event took place prior to the Labor Day holiday weekend. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County. Media used includes bus advertisements, posters and standees, direct mail pieces to public pool operators, digital ads and radio spots.

Campaign Placements

Bus Advertisements
 Approximately 230 Orange County Transit Authority buses display the campaign; creating an estimated **35.9 million** total impressions.

Phase I placement, running May 2 through October 16 includes:


- 4 Ultra Super Kings
- 50 Tallights
- 100 Interiors

Phase II placement, running July 11 through October 2 includes:

- 25 Headlight Displays
- 50 King Size Displays

Digital Advertising- Parents and Caregivers
 Brief text driven banner ads will be posted on websites visited by parents and caregivers. Ads will run July through October creating an estimated **2.1 million** impressions.

Posters and Standees
Eighty (80) 6'x3' stand up banners ("standees") were distributed to County buildings, swim schools and recreation centers. **Four hundred (400) posters** were distributed to community partners such as Head Start, Children's Hospital and Task Force members.






- **April 26, 2018 – Board of Directors Meeting.** The agenda item requested an appropriation from the General Fund in the amount of \$25,000. The OCFA also reported that the cities were once again sent a letter to encourage donations of \$5,000 or more. The item was approved with the following campaign updates:

Attachment

"It Only Takes Seconds to Drown"
2017 Drowning Prevention Campaign
October 2017

The Orange County Health Care Agency has implemented the 2017 drowning prevention campaign "It Only Takes seconds to Drown" on behalf of the Orange County Drowning Prevention Task Force (Task Force).

The campaign built upon the success of the 2016 campaign and expanded to include Video Announcements. Also, new ads were created in Vietnamese. With approximately \$260,000 in funding from the County and Task Force partners the campaign targets parents and caregivers of young children and adults over 50 in English, Spanish and Vietnamese.



The 2017 campaign was successfully launched in May and a press event was held on June 1, 2017. A second event took place prior to the Labor Day holiday weekend. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County in order to develop the 2017 Campaign. The new public service announcements included elected officials (Supervisor Todd Spitzer, Supervisor Andrew Do and Supervisor Lisa Bartlett), Olympian Kaleigh Gilchrist and Julie Lopiccolo from the Jasper Ray Foundation and Task Force Vice Chair. Media used includes bus advertisements and digital ads.

Campaign Placements

Bus Advertisements
 Approximately 140 Orange County Transit Authority buses display the campaign; creating an estimated **58 million** total impressions.


Phase I placement, running May 22 through September 10 includes:

- 49 Exterior Kings
- 25 Exterior Headlights

Phase II placement, running July 3 through September 10 includes:

- 6 Ultra Super Kings
- 42 Exterior Kings
- 25 Exterior Headlights

In 2016, an OCTA bus was wrapped with the campaign image and remained in circulation for this campaign period. In addition, an ambulance was wrapped with the campaign.



- **August 23, 2018 – Board of Directors Meeting.** The agenda item requested an appropriation from the General Fund in the amount of \$25,000. This item was approved. This was the last request made to the Board of Directors and letter writing campaigns requesting funds were curtailed.

Personnel Commitments and Costs to Date

- The Task Force effort was not a budget line item, evidenced by the previous Board agendas. The annual appropriation request for \$25,000 was the only monetary commitment. In the FY 2019/20 budget development we created a \$25,000 line item in Corporate Communications dedicated to the Drowning Prevention program.

- June 2015 through December 2018 – Communications Director Sandy Cooney has the primary responsibility of standing up the task force. He left the organization in January 2017. A Battalion Chief was assigned to the Communications section to manage public information and the Public Education team. Our involvement on the task force remained.
- A Fire Community Education Specialist (Educator) was assigned to the task force at the onset in 2015. Her commitment was approximately 20 percent of her time. Multi-media included one full time and one part time employee. Their commitment was sporadic but essentially met the task force needs for content and filming of PSAs.
- Chief Fennessy came onboard in April 2018. There was a reorganization that year that moved the Public Education unit to the Fire Marshal. The Fire Marshal's office evaluated all of the education programs for efficiencies and effectiveness. OCFA was serving as the administrators of the task force. It was time to consider the Orange County Health Care Agency to take the lead.
- Upon the arrival of Director Colleen Windsor in January 2019, she and Chief Lori Smith attended a few Task Force meetings, evaluated its strengths, weaknesses, our time and monetary commitments. We had received many concerns from our educator team about the roles they were expected to fill and that it was extremely time consuming. There were also concerns about our annual appropriation requests as well as letters of request to cities.
- With this information and the understanding that the task force had achieved funding goals, hired a third party vendor for design content and marketing deliverables and could stand independently as an Orange County Health Care Agency program, Chief Fennessy and Chief Smith spoke with then Director Al Murray on May 13, 2019 to discuss the issues and a plan to transition the task force board to the Orange County Health Care Agency.
- Prior to the formation of the task force, the OCFA was developing a robust drowning prevention program. Staff believed that between OCFA's efforts and those of various non-profit programs serving the drowning prevention mission that OCFA could better manage its various programs if we did not have a seat on the task force board. Staff has continued to attend the twice yearly meetings, as well as provide drowning data, and have allowed our OCFA website link on the Task Force website. OCFA no longer holds a seat on the board, manages the website, creates content or solicits funds. However, we do have a Captain that continues to attend the semi-annual task force meetings and lends support to projects. We continue to stand ready to provide data and partner where we can.

MINUTES ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting

**August 12, 2015
12:00 Noon**

4. DISCUSSION CALENDAR

E. Start-Up Funds/Orange County Task Force on Drowning Prevention (F: 20.18)

Communications Director Sandy Cooney provided an overview of the Start-Up Funds/Orange County Task Force on Drowning Prevention.

On motion of Director Murray and second by Director Hernandez, the Committee voted unanimously by those present to continue the item to the next meeting of the Budget and Finance Committee and directed staff to provide additional information regarding the Task Force's intended use of the start-up funds.



Orange County Fire Authority
AGENDA STAFF REPORT

Budget and Finance Committee Meeting
August 12, 2015

Agenda Item No. 4E
Discussion Calendar

Start-Up Matching Funds/Orange County Task Force on Drowning Prevention

Contact(s) for Further Information

Sandy Cooney, Director

sandycooney@ocfa.org

714.573.6801

Communications and Public Affairs

Jim Ruane, Finance Manager/Auditor

jimruane@ocfa.org

714.573.6304

Business Services Department

Summary

This agenda item is submitted to request an appropriation of \$25,000 for start-up costs (including focus groups and market research) for the Orange County Task Force on Drowning Prevention. This amount will be matched by the Orange County Health Care Agency (or several county agencies) to reach the equivalent share of \$25,000. The total anticipated start-up cost is expected to be \$50,000.

Prior Board/Committee Action

Not Applicable.

Recommended Action(s)

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of August 20, 2015, with the Budget and Finance Committee's recommendation that the Executive Committee authorize the following:

1. Increase appropriations in the FY 2015/16 General Fund budget by \$25,000 for seed funding for the Orange County Drowning Prevention Task Force.
2. Authorize the Fire Chief, or his designee, to forward the funds to the appropriate agency that will be responsible for the program. This will be determined at a future date.
3. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2015/16 General Fund budget will be increased by \$25,000.

Background

The Orange County Task Force on Drowning Prevention was created by OCFA leadership, with support from the OCFA Board of Directors Executive Committee, to identify and implement county-wide methods and strategies to reduce drowning incidents and fatalities. The 24-member panel includes the heads of county-wide public health, public safety, government, and non-profit organizations, parents of victims, and Olympic medal-winning swimmers.

The group is currently exploring ways to increase public awareness of drowning prevention that include; community and media outreach, consistent messaging in materials, and a unified approach on all county-wide drowning prevention efforts. Establishing multiple demographic focus groups and market research has been identified as a first step. This funding supports that process.

Attachment(s)

None

MINUTES ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting

**September 9, 2015
12:00 Noon**

4. DISCUSSION CALENDAR

D. Start-Up Funds/Orange County Task Force on Drowning Prevention (F: 20.18)

Director of Communications and Public Affairs Sandy Cooney provided an overview of the Start-Up Funds/Orange County Task Force on Drowning Prevention.

On motion of Director Ta and second by Director Murray, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of September 24, 2015, with the Budget and Finance Committee's recommendation that the Board authorize the following:

1. Increase appropriations in the FY 2015/16 General Fund budget not to exceed \$25,000 for seed funding for the Orange County Drowning Prevention Task Force contingent upon the contribution of funds from other agencies.
2. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.

Director Murray left at this point (12:30 p.m.).



Orange County Fire Authority
AGENDA STAFF REPORT

Budget and Finance Committee Meeting
September 9, 2015

Agenda Item No. 4D
Discussion Calendar

Start-Up Funds/Orange County Task Force on Drowning Prevention

Contact(s) for Further Information

Sandy Cooney, Director
Communications and Public Affairs

sandycooney@ocfa.org

714.573.6801

Jim Ruane, Chief Financial Officer
OCFA Foundation

jimruane@ocfa.org

714.573.6304

Summary

This agenda item is submitted to request an appropriation not to exceed \$25,000 for start-up costs (including focus groups and market research) for the Orange County Task Force on Drowning Prevention

Prior Board/Committee Action

At its August 12, 2015, meeting, the Budget and Finance Committee continued the item to its next meeting and directed staff to provide additional information regarding the Task Force's intended use of the start-up funds.

RECOMMENDED ACTION(S)

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 24, 2015, with the Budget and Finance Committee's recommendation that the Board authorize the following:

1. Increase appropriations in the FY 2015/16 General Fund budget not to exceed \$25,000 for seed funding for the Orange County Drowning Prevention Task Force.
2. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2015/16 General Fund budget will be increased by an amount not to exceed \$25,000.

Background

The Orange County Drowning Prevention Task Force leadership has met since the August 12, 2015, Budget and Finance Committee meeting. Recently, the Committee received a report on its facilitated task force meeting of August 3, 2015, reviewed a draft goals and objectives framework, and evaluated a quote for expected costs to facilitate focus groups recommended by the Task Force.

The initial quote for the focus groups is \$116,000. This is an estimate of costs; a contract will go out to bid at the appropriate time. The quote includes costs for focus groups representing the top five population groups within Orange County: English, Spanish, Vietnamese, Korean, and Chinese. The quote also includes three demographic groups within each population. It still is undetermined to what extent other Orange County agencies will contribute to these costs.

Notably, the cost to implement public awareness is minimal by comparison as an average cost to treat a permanently injured drowning patient is estimated to be \$52,429 per year, according to the National Institutes of Health, May 2012.

An evaluation of the focus group results and market research will be performed through in-kind services utilizing graduate students from a local university. This will reduce costs and involve an academic institution in partnership with the Task Force.

A working group comprised of staff from the Orange County Health Care Agency, the Orange County Sheriff's Department, Newport Beach Lifeguards, City of Tustin, Blue Buoy Swim School, the Jasper Ray Foundation, and the OCFA has also met to begin development and implementation of the goals and objectives framework.

The proposed project to create a countywide integrated media campaign has a delivery date of spring 2016. In order to complete the proposed work schedule and meet the established deadlines, funds should be appropriated this month.

The Orange County Task Force on Drowning Prevention was created by OCFA leadership, with support from the OCFA Executive Committee, to identify and implement countywide methods and strategies to reduce drowning incidents and fatalities. The twenty-four member panel includes representatives of public health, public safety, local government, non-profit organizations, parents of drowning victims, and Olympic medal-winning swimmers.

The group is currently exploring ways to increase public awareness of drowning prevention that include: community and media outreach, consistent messaging in materials, and a unified approach on all countywide drowning prevention efforts. Establishing multiple demographic focus groups and market research has been identified as a first step. This funding supports that process.

Attachment(s)

None.

MINUTES ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular Meeting

**September 24, 2015
5:30 P.M.**

5. DISCUSSION

B. Start-Up Funds/Orange County Task Force on Drowning Prevention (F: 20.18)

Communications Director Sandy Cooney presented the staff report and introduced Director Murray who provided an update on recent meetings held by the Task Force.

On motion of Director Murray and second by Director Johnson, the Board of Directors voted unanimously by those present to:

1. Increase appropriations in the FY 2015/16 General Fund budget not to exceed \$25,000 for seed funding for the Orange County Drowning Prevention Task Force.
2. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.
3. The release of this seed funding is contingent upon the commitment of contributions by other agencies.



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
September 24, 2015

Agenda Item No. 5B
Discussion Calendar

Start-Up Funds/Orange County Task Force on Drowning Prevention

Contact(s) for Further Information

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714.573.6801

Jim Ruane, Chief Financial Officer
OCFA Foundation

jimruane@ocfa.org

714.573.6304

Summary

This agenda item is submitted to request an appropriation not to exceed \$25,000 for start-up costs (including focus groups and market research) for the Orange County Task Force on Drowning Prevention

Prior Board/Committee Action – Committee Recommendation: *APPROVE*

At its August 12, 2015, meeting, the Budget and Finance Committee continued the item to its next meeting and directed staff to provide additional information regarding the Task Force's intended use of the start-up funds.

At its regular September 9, 2015, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

1. Increase appropriations in the FY 2015/16 General Fund budget not to exceed \$25,000 for seed funding for the Orange County Drowning Prevention Task Force.
2. Direct staff, in collaboration with county agencies, to develop a plan for use of the funds for start-up expenses, to include market research and focus groups.
3. The release of this seed funding is contingent upon the commitment of contributions by other agencies.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2015/16 General Fund budget will be increased by an amount not to exceed \$25,000.

Background

The Orange County Drowning Prevention Task Force leadership has met since the August 12, 2015, Budget and Finance Committee meeting. Recently, the Committee received a report on its facilitated task force meeting of August 3, 2015, reviewed a draft goals and objectives framework, and evaluated a quote for expected costs to facilitate focus groups recommended by the Task Force.

The initial quote for the focus groups is \$116,000. This is an estimate of costs; a contract will go out to bid at the appropriate time. The quote includes costs for focus groups representing the top five population groups within Orange County: English, Spanish, Vietnamese, Korean, and Chinese. The quote also includes three demographic groups within each population. It still is undetermined to what extent other Orange County agencies will contribute to these costs.

Notably, the cost to implement public awareness is minimal by comparison as an average cost to treat a permanently injured drowning patient is estimated to be \$52,429 per year, according to the National Institutes of Health, May 2012.

An evaluation of the focus group results and market research will be performed through in-kind services utilizing graduate students from a local university. This will reduce costs and involve an academic institution in partnership with the Task Force.

A working group comprised of staff from the Orange County Health Care Agency, the Orange County Sheriff's Department, Newport Beach Lifeguards, City of Tustin, Blue Buoy Swim School, the Jasper Ray Foundation, and the OCFA has also met to begin development and implementation of the goals and objectives framework.

The proposed project to create a countywide integrated media campaign has a delivery date of spring 2016. In order to complete the proposed work schedule and meet the established deadlines, funds should be appropriated this month.

The Orange County Task Force on Drowning Prevention was created by OCFA leadership, with support from the OCFA Executive Committee, to identify and implement countywide methods and strategies to reduce drowning incidents and fatalities. The twenty-four member panel includes representatives of public health, public safety, local government, non-profit organizations, parents of drowning victims, and Olympic medal-winning swimmers.

The group is currently exploring ways to increase public awareness of drowning prevention that include: community and media outreach, consistent messaging in materials, and a unified approach on all countywide drowning prevention efforts. Establishing multiple demographic focus groups and market research has been identified as a first step. This funding supports that process.

Attachment(s)

None.

MINUTES ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular Meeting

**May 25, 2017
6:00 P.M.**

3. CONSENT CALENDAR

B. Orange County Drowning Prevention Task Force (F: 20.18)

On motion of Director Murray and second by Vice Chair Sachs, the Board of Directors voted unanimously by those present to approve a budget adjustment in the General Fund (121) increasing appropriations in the amount of \$25,000 for funding of the Orange County Drowning Prevention Task Force.



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
May 25, 2017

Agenda Item No. 3B
Consent Calendar

Orange County Drowning Prevention Task Force

Contact(s) for Further Information

Jeff Bowman, Fire Chief	jeffbowman@ocfa.org	714.573.6010
Jay Barkman, Legislative Analyst Legislative Services	jaybarkman@ocfa.org	714.573.6048

Summary

This agenda item is submitted to request an appropriation in the amount of \$25,000 for the Orange County Drowning Prevention Task Force.

Prior Board/Committee Action

Budget and Finance Committee Recommendation: *APPROVE*

In 2015, the OCFA Board approved a start-up contribution to the Task Force of \$25,000.

At its regular May 10, 2017, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

Approve a budget adjustment in the General Fund (121) increasing appropriations in the amount of \$25,000 for funding of the Orange County Drowning Prevention Task Force.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2016/17 General Fund budget will be increased by \$25,000.

Background

The Orange County Drowning Prevention Task Force was created in 2015 by OCFA and County leadership to identify and implement countywide methods and strategies to reduce drowning incidents and fatalities. The Task Force has grown to include representatives from public safety, local government, non-profit organizations, parents of drowning victims, and Olympic medal-winning swimmers.

In 2015, Orange County Health Care Agency (HCA) conducted focus groups to determine appropriate messages and means for delivering them to the community. In 2016, with approximately \$225,000 in funding from the County and Task Force partners, including \$25,000 from OCFA, the campaign targeted parents and caregivers of young children and adults over the age of 50 in both English and Spanish.

OCFA Fire Chief Jeff Bowman is Chair of the Task Force's Finance Committee, and is seeking a contribution again this year of \$25,000 to fund the 2017 media and outreach campaign. In addition to OCFA's contribution, a letter was recently mailed to each OCFA Director encouraging a donation of \$5,000 or more on behalf of their city. The attached report lists entities and amounts contributed in 2016.

Orange County Supervisor Todd Spitzer is Chair of the Task Force's Public Safety Outreach Committee, which is developing the 2017 media and outreach strategy. Funds will continue to be used for regional bus advertisements; however, this year's public outreach will emphasize digital and social media targeted at key populations.

Attachment(s)

2016 Drowning Prevention Campaign

“It Only Takes Seconds to Drown” 2016 Drowning Prevention Campaign October 2016

The Orange County Health Care Agency has implemented the 2016 drowning prevention campaign “It Only Takes seconds to Drown” on behalf of the Orange County Drowning Prevention Task Force (Task Force).

With approximately \$225,000 in funding from the County and Task Force partners the campaign targets parents and caregivers of young children and adults over 50 in both English and Spanish.



The campaign was successfully launched in May and a pre-July 4th holiday weekend press event was held on June 29, 2016. A second event took place prior to the Labor Day holiday weekend. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County. Media used includes bus advertisements, posters and standees, direct mail pieces to public pool operators, digital ads and radio spots.

Campaign Placements

Bus Advertisements

Approximately 230 Orange County Transit Authority buses display the campaign; creating an estimated **35.9 million** total impressions.

Phase I placement, running May 2 through October 16 includes:

- 4 Ultra Super Kings
- 50 Taillights
- 100 Interiors

Phase II placement, running July 11 through October 2 includes:

- 25 Headlight Displays
- 50 King Size Displays

Digital Advertising- Parents and Caregivers

Brief text driven banner ads will be posted on websites visited by parents and caregivers. Ads will run July through October creating an estimated **2.1 million** impressions.

Posters and Standees

Eighty (80) 6'x3' stand up banners (“standees”) were distributed to County buildings, swim schools and recreation centers. **Four hundred (400) posters** were distributed to community partners such as Head Start, Children’s Hospital and Task Force members.

Mass Mailing and Water-Watcher Tags

A mailing is in process of development for over **4,000 operators of public pools** regulated by Environmental Health Services. The mailing will include a letter, a campaign poster with zip ties so it can be affixed to a pool gate and also water watcher tags. In addition, with additional funding from Supervisor Todd Spitzer **20,000 water watcher** tags are being purchased for distribution to the public at all Orange County Fire Authority fire stations. Water watcher tags will also be supplied for outreach events, and included in the public pool operator mailing.

Radio Public Service (PSA) Announcements

The Health Care Agency and Orange County Fire Authority are developing 30 second and 60 second PSA's to be placed with local radio stations.

Campaign Finances

Expenses and Support

Total expenses (committed to date) are \$284,462 and include:

Campaign Development and All Placements	\$ 237,188
Standees and Posters	\$ 8,161
Mailing	\$ 20,442
Water Watcher Tags	\$ 18,671

A total of **\$225,700 was raised from partners and matching funding from the County**. The Health Care Agency has funded the gap of \$58,762, in addition to its commitment to provide \$100,350 in matching funds. Donations are as follows:

Buena Park	\$ 5,000
Dana Point	\$ 5,000
Huntington Beach	\$ 5,000
Irvine	\$ 25,000
Laguna Hills	\$ 5,000
Lake Forest	\$ 5,000
Mission Viejo	\$ 5,000
Newport Beach	\$ 5,000
Orange County Fire Authority	\$ 25,000
Seal Beach	\$ 5,000
Stanton Kiwanis	\$ 350
Tustin	\$ 5,000
Yorba Linda	<u>\$ 5,000</u>
Total donations to be	\$ 100,350
HCA Matching	\$ 100,350
Supervisor Todd Spitzer	\$ 25,000

Evaluation

Formative Research

Formative research was developed in order to set direction for the campaign. Circumstances around drowning were reviewed based on Orange County data (i.e. pools vs. other bodies of water, pool fence, etc.) to identify the target populations. Best practices and recommendations for prevention were also identified such as those from the Centers for Disease Control and Prevention and also the American Academy of Pediatrics. Messages were developed and tested with the target populations through four focus groups (two for parents and caregivers, two for adults aged 50 and older) and surveys.

Impact to Date

MEDIA	PLACEMENTS	IMPACT
Busses	Phase I placement, running May 2 through October 16 includes: <ul style="list-style-type: none">• 4 Ultra Super Kings• 50 Taillights• 100 Interiors Phase II placement, running July 11 through October 2 includes: <ul style="list-style-type: none">• 25 Headlight Displays• 50 King Size Displays	Approximately 35.9 million impressions
Digital Media	July 1 through October 31	Through 9/30: <ul style="list-style-type: none">• 2,130,538 impressions• 3,190 clicks• Click through rate is .15, which is above the industry standard of .08.
Social Media Facebook Ads	June 30 through October 31	Through 10/17: <ul style="list-style-type: none">• 25,136 people reached• 1183 clicks
Stand Up Banners	Onsite displays at 80 locations including swim schools, community centers, County buildings. Also used in OCFA outreach. Banners were offered to all Cities that donated to the campaign.	
Drowning Prevention Campaign Mailing	Mailing to 4,104 OC public pools operators, which included campaign info., a water watcher tag and laminated campaign poster with zip ties for poolside display	
Posters	400 posters distributed to community based organizations, clinics, Orange County Fire Authority, County programs.	
Radio spots	30 second ads to air 8/22-10/16; 116 spots	1,042,700 impressions

MINUTES ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular Meeting

**April 26, 2018
6:00 P.M.**

3. CONSENT CALENDAR

C. Orange County Drowning Prevention Task Force (F: 20.18)

Staff requested this item be pulled to defer to a future Board of Directors meeting.

On motion of Director Ta and second by Director Johnson, the Board of Directors voted unanimously by those present to defer this item to a future Board of Directors meeting.



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
April 26, 2018

Agenda Item No. 3C
Consent Calendar

Orange County Drowning Prevention Task Force

Contact(s) for Further Information

Brian Fennessy, Fire Chief	brianfennessy@ocfa.org	714.573.6010
Jay Barkman, Legislative Analyst Legislative Services	jaybarkman@ocfa.org	714.573.6048

Summary

This agenda item is submitted to request an appropriation of \$25,000 for the Orange County Drowning Prevention Task Force.

Prior Board/Committee Action:

Since 2015, the OCFA Board has annually approved a contribution to the Task Force of \$25,000.

RECOMMENDED ACTION(S)

Increase appropriations in the FY 2017/18 General Fund budget of \$25,000 for funding of the Orange County Drowning Prevention Task Force.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2017/18 General Fund budget will be increased exceed \$25,000 in the Operations PIO and Media Relations section.

Background

The Orange County Drowning Prevention Task Force was created in 2015 by OCFA and County leadership to identify and implement countywide methods and strategies to reduce drowning incidents and fatalities. The Task Force has grown to include representatives from public safety, local government, non-profit organizations, parents of drowning victims, and Olympic medal-winning swimmers.

In 2015, Orange County Health Care Agency (OCHCA) conducted focus groups to determine appropriate messages and means for delivering them to the community. In 2017, with approximately \$260,000 in funding from the County and Task Force partners, including \$25,000 from OCFA, the campaign targeted parents and caregivers of young children and adults over the age of 50 in both English and Spanish.

OCFA Director Al Murray (Tustin) is Chair of the Task Force's Finance Committee, and on behalf of the Task Force is seeking a contribution of \$25,000 from the OCFA to fund the 2018 media and outreach campaign. A letter will be forthcoming to each OCFA Director encouraging a donation of \$5,000 or more on behalf of their city. The attached Campaign Summary lists entities and amounts contributed in 2017.

Orange County Supervisor/OCFA Director Todd Spitzer is Chair of the Task Force's Public Safety Outreach Committee, which is developing the 2018 media and outreach strategy. At its April 24, 2018, meeting, the County will consider an item authorizing the OCHCA to accept contributions. The OCHCA manages the contract for media advertising that will continue to be used for regional bus advertisements; however, this year's public outreach will also emphasize digital and social media targeted at key populations.

Attachment(s)

2017 Campaign Summary

“It Only Takes Seconds to Drown” 2017 Drowning Prevention Campaign October 2017

The Orange County Health Care Agency has implemented the 2017 drowning prevention campaign “It Only Takes seconds to Drown” on behalf of the Orange County Drowning Prevention Task Force (Task Force).

The campaign built upon the success of the 2016 campaign and expanded to include Video Announcements. Also, new ads were created in Vietnamese. With approximately \$260,000 in funding from the County and Task Force partners the campaign targets parents and caregivers of young children and adults over 50 in English, Spanish and Vietnamese.



The 2017 campaign was successfully launched in May and a press event was held on June 1, 2017. A second event took place prior to the Labor Day holiday weekend. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County in order to develop the 2017 Campaign. The new public service announcements included elected officials (Supervisor Todd Spitzer, Supervisor Andrew Do and Supervisor Lisa Bartlett), Olympian Kaleigh Gilchrest and Julie Lopiccolo from the Jasper Ray Foundation and Task Force Vice Chair. Media used includes bus advertisements and digital ads.

Campaign Placements

Bus Advertisements

Approximately 140 Orange County Transit Authority buses display the campaign; creating an estimated **58 million** total impressions.

Phase I placement, running May 22 through September 10 includes:

- 49 Exterior Kings
- 25 Exterior Headlights

Phase II placement, running July 3 through September 10 includes:

- 6 Ultra Super Kings
- 42 Exterior Kings
- 25 Exterior Headlights

In 2016, an OCTA bus was wrapped with the campaign image and remained in circulation for this campaign period. In addition, an ambulance was wrapped with the campaign.

Digital Advertising

Brief video announcements were posted on through digital media sources such as CBS Facebook and email. Ads for the parents and caregivers campaign ran from May 23 through September 4 creating an estimated **2.1 million** impressions.

With additional funding, a second flight of these announcements was purchased with more ads targeting parents and caregivers. Also, Pandora ads were placed to reach adults 50 and older. These digital placements ran from July 1 through September 4 and resulted in an additional **3.6 million** impressions.

Campaign Finances

Expenses and Support

Total expenses (committed to date) are \$256,591 and include:

Campaign Development and All Placements	\$ 251,307
Additional Facebook Ads	\$ 400
Outreach materials	\$ 4,884

A total of **\$260,000** was raised from partners and matching funding from the County.

Donations are as follows:

Buena Park	\$10,000
Cypress	\$5,000
Dana Point –	\$5,000
Garden Grove	\$5,000
Huntington Beach	\$5,000
Irvine	\$25,000
Laguna Hills	\$5,000
Laguna Niguel	\$5,000
Lake Forest	\$5,000
Mission Viejo	\$5,000
Newport Beach	\$5,000
OC Professional Firefighters	\$5,000
Orange County Fire Authority	\$25,000
San Clemente	\$5,000
Seal Beach	\$5,000
Tustin	\$5,000
Yorba Linda	\$5,000

Evaluation

Formative Research

Formative research was developed in 2016 in order to set direction for the campaign. Circumstances around drowning were reviewed based on Orange County data (i.e. pools vs. other bodies of water, pool fence, etc.) to identify the target populations. Best practices and recommendations for prevention were also identified such as those from the Centers for Disease Control and Prevention and also the American Academy of Pediatrics. Messages were developed and tested with the target populations through four focus groups (two for parents and caregivers, two for adults aged 50 and older) and surveys. In 2017, additional focus groups were held in Spanish and Vietnamese to determine which images and phrasing resonated with the target communities.

Impact to Date

MEDIA	PLACEMENTS	IMPACT
Busses	Phase I placement, running May 22 through September 10 includes: <ul style="list-style-type: none">• 49 Exterior Kings• 25 Exterior Headlights Phase II placement, running July 3 through September 10 includes: <ul style="list-style-type: none">• 6 Ultra Super Kings• 42 Exterior Kings• 25 Exterior Headlights	Approximately 58 million impressions
Digital Media	May 22 through September 4	<ul style="list-style-type: none">• 7,398,665 impressions• 24,690 clicks
Social Media Facebook Ads	July 11 through September 4	<ul style="list-style-type: none">• 68,552 people reached

MINUTES ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular Meeting

**August 23, 2018
6:00 P.M.**

3. CONSENT CALENDAR (Agenda Item No. 3B was pulled for separate consideration)

A. Orange County Drowning Prevention Task Force (F: 20.18)

On motion of Director Murray and second by Director Davies, the Board of Directors voted by those present to increase appropriations in the FY 2018/19 General Fund budget not to exceed \$25,000 for funding of the Orange County Drowning Prevention Task Force.

Director Brown was absent for the vote.



Orange County Fire Authority

Board of Directors Meeting
August 23, 2018

Agenda Item No. 3A
Consent Calendar

Orange County Drowning Prevention Task Force

Contact(s) for Further Information

Brian Fennessy, Fire Chief

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714.573.6010

Jay Barkman, Legislative Analyst
Legislative Services

jaybarkman@ocfa.org

714.573.6048

Summary

This agenda item is submitted to request an appropriation not to exceed \$25,000 for the Orange County Drowning Prevention Task Force.

Prior Board/Committee Action

Since 2015, the OCFA Board has approved annually a contribution to the Task Force of \$25,000.

RECOMMENDED ACTION(S)

Increase appropriations in the FY 2018/19 General Fund budget in the amount of \$25,000 for funding of the Orange County Drowning Prevention Task Force.

Impact to Cities/County

None.

Fiscal Impact

Appropriations in the FY 2018/19 General Fund budget will be increased by an amount of \$25,000.

Background

The Orange County Drowning Prevention Task Force was created in 2015 by the OCFA and County leadership to identify and implement countywide methods and strategies to reduce drowning incidents and fatalities. The Task Force has grown to include representatives from public safety, local government, non-profit organizations, parents of drowning victims, and Olympic medal-winning swimmers.

In 2015, Orange County Health Care Agency conducted focus groups to determine appropriate messages and means for delivering them to the community. In 2017, with approximately \$260,000 in funding from the County and Task Force partners, including \$25,000 from OCFA, the campaign targeted parents and caregivers of young children and adults over the age of 50 in both English and Spanish.

OCFA Director Al Murray is Chair of the Task Force's Finance Committee, and on behalf of the Task Force is seeking a contribution of \$25,000 to fund the 2018 media and outreach campaign. A letter to each OCFA Director will be sent to each member agency encouraging a donation of \$5,000 or more on behalf of their city. The attached campaign summary lists entities and amounts contributed in 2017.

Orange County Supervisor Todd Spitzer is Chair of the Task Force's Public Safety Outreach Committee, which developed the 2018 media and outreach strategy. The County of Orange has authorized the Health Care Agency to implement that strategy and to accept contributions from other agencies. The County is matching funds raised by the Task Force. The Health Care Agency manages the contract for media advertising that will continue to be used for regional bus advertisements; however, this year's public outreach has also emphasized digital and social media targeted at key populations.

Attachment(s)

2017 Campaign Summary

“It Only Takes Seconds to Drown” 2017 Drowning Prevention Campaign October 2017

The Orange County Health Care Agency has implemented the 2017 drowning prevention campaign “It Only Takes seconds to Drown” on behalf of the Orange County Drowning Prevention Task Force (Task Force).



The campaign built upon the success of the 2016 campaign and expanded to include Video Announcements. Also, new ads were created in Vietnamese. With approximately \$260,000 in funding from the County and Task Force partners the campaign targets parents and caregivers of young children and adults over 50 in English, Spanish and Vietnamese.

The 2017 campaign was successfully launched in May and a press event was held on June 1, 2017. A second event took place prior to the Labor Day holiday weekend. Campaign targets and messages were initiated by the Task Force, market tested, and fully developed by Westbound Communications, under contract with the County in order to develop the 2017 Campaign. The new public service announcements included elected officials (Supervisor Todd Spitzer, Supervisor Andrew Do and Supervisor Lisa Bartlett), Olympian Kaleigh Gilchrest and Julie Lopiccolo from the Jasper Ray Foundation and Task Force Vice Chair. Media used includes bus advertisements and digital ads.

Campaign Placements

Bus Advertisements

Approximately 140 Orange County Transit Authority buses display the campaign; creating an estimated **58 million** total impressions.

Phase I placement, running May 22 through September 10 includes:

- 49 Exterior Kings
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In 2016, an OCTA bus was wrapped with the campaign image and remained in circulation for this campaign period. In addition, an ambulance was wrapped with the campaign.

Digital Advertising

Brief video announcements were posted on through digital media sources such as CBS Facebook and email. Ads for the parents and caregivers campaign ran from May 23 through September 4 creating an estimated **2.1 million** impressions.

With additional funding, a second flight of these announcements was purchased with more ads targeting parents and caregivers. Also, Pandora ads were placed to reach adults 50 and older. These digital placements ran from July 1 through September 4 and resulted in an additional **3.6 million** impressions.

Campaign Finances

Expenses and Support

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Mission Viejo	\$5,000
Newport Beach	\$5,000
OC Professional Firefighters	\$5,000
Orange County Fire Authority	\$25,000
San Clemente	\$5,000
Seal Beach	\$5,000
Tustin	\$5,000
Yorba Linda	\$5,000

Evaluation

Formative Research

Formative research was developed in 2016 in order to set direction for the campaign. Circumstances around drowning were reviewed based on Orange County data (i.e. pools vs. other bodies of water, pool fence, etc.) to identify the target populations. Best practices and recommendations for prevention were also identified such as those from the Centers for Disease Control and Prevention and also the American Academy of Pediatrics. Messages were developed and tested with the target populations through four focus groups (two for parents and caregivers, two for adults aged 50 and older) and surveys. In 2017, additional focus groups were held in Spanish and Vietnamese to determine which images and phrasing resonated with the target communities.

Impact to Date

MEDIA	PLACEMENTS	IMPACT
Busses	Phase I placement, running May 22 through September 10 includes: <ul style="list-style-type: none">• 49 Exterior Kings• 25 Exterior Headlights Phase II placement, running July 3 through September 10 includes: <ul style="list-style-type: none">• 6 Ultra Super Kings• 42 Exterior Kings• 25 Exterior Headlights	Approximately 58 million impressions
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Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
May 27, 2021

Agenda Item No. 3B
Discussion Calendar

**Review of Purchasing Ordinance and
Purchasing Provisions of Roles/Responsibilities/Authorities Matrix**

Contact(s) for Further Information

Lori Zeller, Deputy Chief Administration & Support Bureau	lorizeller@ocfa.org	714.573.6020
Robert C. Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012
Sara Kennedy, Purchasing Manager Business Services Department	sarakennedy@ocfa.org	714.573.6641

Summary

This item is submitted per the request from Director Bartlett to review OCFA's purchasing provisions related to sole source and special procurements and per request from Director Kuo to review the dollar thresholds delegated to OCFA management for authorizing purchasing transactions.

Prior Board/Committee Action

Following the first reading of the Proposed Purchasing Ordinance on April 28, 2016, the Board of Directors unanimously approved the Purchasing Ordinance on May 26, 2016, which remains in effect today.

At the April 14, 2021 meeting of the Budget and Finance Committee, the Committee directed staff to return the item to the May 12, 2021 Budget and Finance Committee Meeting for further consideration. At the May 12, 2021 meeting of the Budget and Finance Committee, the Committee without further deliberation due to loss of quorum, directed staff to place the matter on the Board of Directors Agenda for consideration.

RECOMMENDED ACTION(S)

Pleasure of the Board.

Impact to Cities/County

Not Applicable

Fiscal Impact

Not Applicable

Background

Purchasing Ordinance

On April 28, 2016, an agenda staff report was submitted to the Board of Directors detailing the comprehensive changes that were proposed to OCFA's purchasing requirements. The Board provided specific feedback to staff to add documented justification and approvals by the Assistant Chief of Business Services and Chief Procurement Officer within the justification forms for sole source purchases and special procurements and in the Roles/Responsibilities/Authorities Matrix. At the May 26, 2016 meeting, the Board of Directors concluded the second reading of the ordinance and provided unanimous approval. Purchasing Ordinance 008 is included as Attachment 1.

Roles/Responsibilities/Authorities Matrix

The roles, responsibilities, and authorities that have been delegated by the Board of Directors to subcommittees or to management are documented in the Roles/Responsibilities/Authorities Matrix (Matrix), including dollar thresholds that are delegated to management for various types of purchasing transactions. The procurement section of the Matrix was most recently updated and approved by the Board at its April 25, 2019 Board of Directors meeting. We have attached an excerpt of the Matrix which specifically includes all of the line items relevant to purchasing (Attachment 2).

Difference Between Sole Source & Special Procurement

As specifically requested by Director Bartlett during the March 25, 2021 Board of Directors meeting, and also further described in the attached documents, the below provides the definition of a sole source procurement and a special procurement as captured in the Procurement Ordinance:

Section 1-21. Sole Source Procurement. *Notwithstanding any other provisions of this code, a contract may be awarded without competition when the Chief Procurement Officer determines in writing, after conducting a good faith review of available sources, that there is only one source for the required material, service, or construction item. The using department requesting a sole source procurement shall provide written evidence to support a sole source determination. The Chief Procurement Officer may require that negotiations are conducted as to price, delivery, and terms. The Chief Procurement Officer may require the submission of cost or pricing data in connection with an award under this section. Sole source procurements exceeding the amount defined in the roles and responsibilities matrix shall be executed by the Chief Procurement Officer upon approval by the Executive Committee or Board of Directors. Sole source procurement shall be avoided, except when no reasonable alternative sources exist. A record of sole source procurements shall be maintained as a public record.*

Section 1-23. Special Procurement. *Notwithstanding any other provisions of this code, the Executive Committee or the Board of Directors may authorize procurements above the small purchase amount specified in Section 1-20 for supplies, equipment or services (including maintenance) when, due to unusual or special circumstances, it would be in the best interest of the Fire Authority to accomplish the procurement without compliance with Sections 1-17 (competitive sealed bidding), 1-18 (competitive sealed proposals), or 1-51 (procurement of professional design services). This is not applicable to the procurement of construction services (Section 1-50). The using department requesting a special procurement shall provide written evidence to support a special procurement determination. Any special procurement under this section shall be limited to those*

materials, equipment or services, necessary to satisfy the Fire Authority's need and shall be made with sound fiscal discretion. A written determination by the Chief Procurement Officer with review and approval from the Assistant Chief, Business Services of the basis for the special procurement and for the selection of the particular contractor shall be maintained as public record. The determination and the award shall be made in accordance with internal departmental procedures ensuring that the procurement is fair, honest, prudent, and a wise exercise of discretion and is in the public interest.

The Special Procurement provision generally allows the Board or Executive Committee (not staff) to authorize procurement of goods or services when the Board or the Executive Committee concludes “it would be in the best interest” of the OCFA to procure them without complying with competitive bidding or RFP.

Examples of Past Special Procurements

I. Continuity of Service – It would not be feasible or advisable to move away from the current provider (i.e. operational inefficiency)

AllStar Fire Equipment Co. for firefighter turnouts. The original contract was awarded in 2015 after a joint RFP with the City of Anaheim. At the time of contract expiration in 2020 there was five years remaining on the shelf life of the turnouts. This made a wholesale replacement of all turnouts at that point unnecessary and it would have been operationally inefficient to add a second manufacturer to the existing turnout program for as-needed replacements. Staff issued a request for information to determine if sufficient advances in turnout technology had been made since the 2015 agreement was awarded that would justify moving away from the current turnout provider. The three largest PPE manufacturers participated and provided their specifications. While some minor advancements had been made in some areas, staff determined that OCFA’s current turnouts still had the best specifications to protect our firefighters from the most common injuries incurred at OCFA (heat exhaustion). As a result, a Special Procurement was provided to the Executive Committee for their consideration in 2020.

II. Time is of the Essence – A determination can be shown that timing of needed services would not allow for a solicitation process (non-emergency procurements)

Courtney Aviation for aircraft services for the FIRIS pilot program. In 2019, notice of State funding was made late in the fire season. Due to the limited time frame, staff did not have sufficient time to conduct a full RFP which, for a project of this value and complexity, typically takes 120-180 days. Rather, staff contacted aircraft providers and found that they did not respond to our request for information or did not currently possess the required certifications to fly a California incident. A determination was made that timing of needed services would not allow for a solicitation process. Courtney Aviation responded to the request for information, and had available aircraft and the necessary licensing. Therefore, a Special Procurement was provided to the Board of Directors for their consideration.

III. Significant Cost Savings Factor – A determination can be shown that it would be financially prudent to not issue a solicitation and/or move away from the current provider (i.e. cost prohibitive)

Motorola Solutions, Inc. for 800 MHz portable and mobile radios. OCFA has standardized on Motorola radio equipment in participation in the Countywide Coordinated Communications System (CCCS). This equipment requires routine repair and replacement and although the Motorola radios and components are available through multiple distributors,

all equipment must be programmed directly by Motorola in order to maintain compatibility with the rest of the County. Pricing for this purchase utilized the Orange County Contract Equipment Price Book Agreement #MA-060-21010004, resulting in a 27% price reduction for the radio equipment and 20% lower pricing for batteries and chargers. Additionally, OCFA's need aligned with a year-end promotion offered by Motorola yielding an additional 9% discount on radio equipment 5% discount on batteries and chargers. Staff determined this purchase could not be classified as a cooperative "piggyback". However, staff determined that this purchase met the parameters of the Special Procurement provision and therefore, a Special Procurement was provided to the Executive Committee for their consideration in 2020.

IV. Organizational Need – A determination can be shown that a service provider will provide a significant benefit and satisfy an organizational need (i.e. added value to the organization)

The Counseling Team International (TCTI) for behavioral health services. Following the tragic loss of an OCFA employee to suicide in 2016, OCFA created the domain objective of establishing a behavioral health and wellness program to address the increasingly high statistics of behavioral health issues among fire personnel. A Joint Labor Management (JLM) team was established to research how best to accomplish this objective. TCTI provides behavioral health/wellness counseling to many other first responder agencies, and has also provided crises counseling services to public agencies on numerous high-profile incidents. TCTI has numerous resources and personnel available to OCFA within the SoCal region and offer services to help personnel and people living in their household. At the time the agreement was awarded, the only other firm known to provide similar services was located in Northern California. The JLM unanimously recommended TCTI for award of the agreement. Staff concurred with the recommendation of the JLM and a Special Procurement was provided to the Board of Directors for their consideration in 2017.

Budget & Finance Committee April 14, 2021 Meeting - Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix

This item was provided to the Budget & Finance Committee at its April 14, 2021 meeting as an informational and educational item given that the Budget and Finance Committee serves as an advisory Committee to the Board. The Budget and Finance Committee routinely reviews financial and procurement related policies and information and provides recommendations to the Board of Directors for review and consideration. The Budget and Finance Committee is comprised of nine members of the Board of Directors, of which four (or 44%) are new to the Committee in calendar year 2021. As such, staff provided educational and historical context to the Committee prior to the item being considered by the full Board of Directors.

At the April 2021 Budget & Finance Committee meeting, staff presented examples of past Sole Source and Special Procurements that have been approved since the adoption of the ordinance. This included a PowerPoint presentation (Attachment 3) in which staff highlighted the differences between Sole Source and Special Procurements and the justification provided at the time the procurements were considered and approved by the Board. In addition, staff presented a matrix with statistics capturing the number of standard, sole source, and special procurements for the past five-years (FY 2016/17 through current). The information highlighted that on average, over the past five-years, standard purchase and blanket orders comprised 98.74% of OCFA procurements. Sole source represents 0.78% and special procurement represents 0.48% of OCFA procurements. This information is highlighted in the following table:

	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21 (as of March 2021)
Standard Purchase & Blanket Orders (excluding SS & SP)	1,232	1,237	1,263	1,526	965
Sole Source (SS)	6 5 Renewals	9 11 Renewals	7 2 Renewals	2 3 Renewals	1 1 Renewal
Special Procurement (SP)	3 0 Renewals	6 1 Renewal	5 1 Renewal	7 4 Renewals	3 0 Renewals

Over that same time period, the analysis highlighted that on average, the standard purchase and blanket order amounted to \$60,908, sole source procurements averaged \$333,132, and special procurements averaged \$523,958. Major projects captured in sole source and special procurement averages include significant investments in Motorola radio replacement projects during FY16/17 and FY18/19, and more recent programs such as State funded FIRIS and partnership with SCE for NextGen and VLHT programs.

Attachment(s)

1. PowerPoint Presentation – Purchasing Provisions for Sole Source, Special Procurements and Dollar Thresholds Delegated to Management
2. OCFA Purchasing Ordinance 008
3. Procurement Excerpt of the OCFA Roles/Responsibilities/Authorities Matrix
4. April 14, 2021 PowerPoint Presentation - Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix

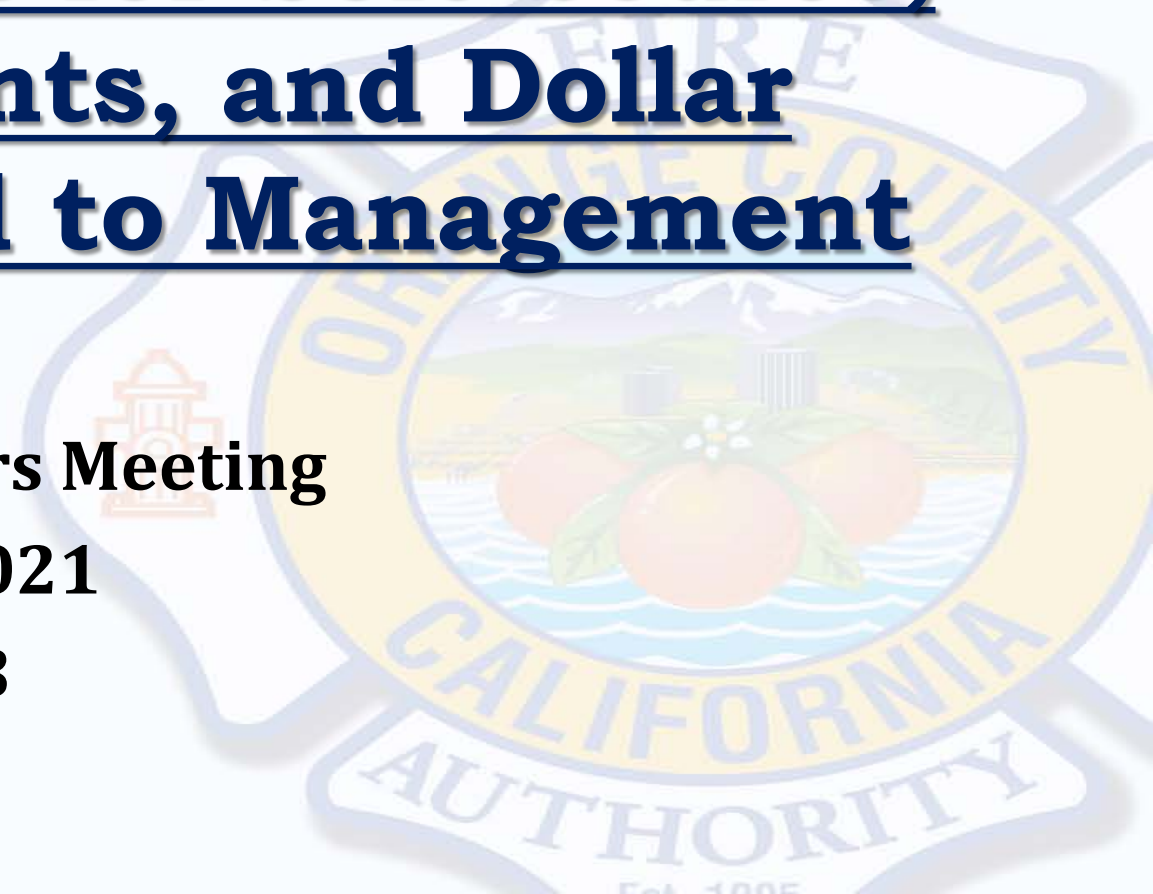
Orange County Fire Authority

Purchasing Provisions for Sole Source, Special Procurements, and Dollar Thresholds Delegated to Management

Board of Directors Meeting

May 27, 2021

Item 3B



Sole Source Procurements

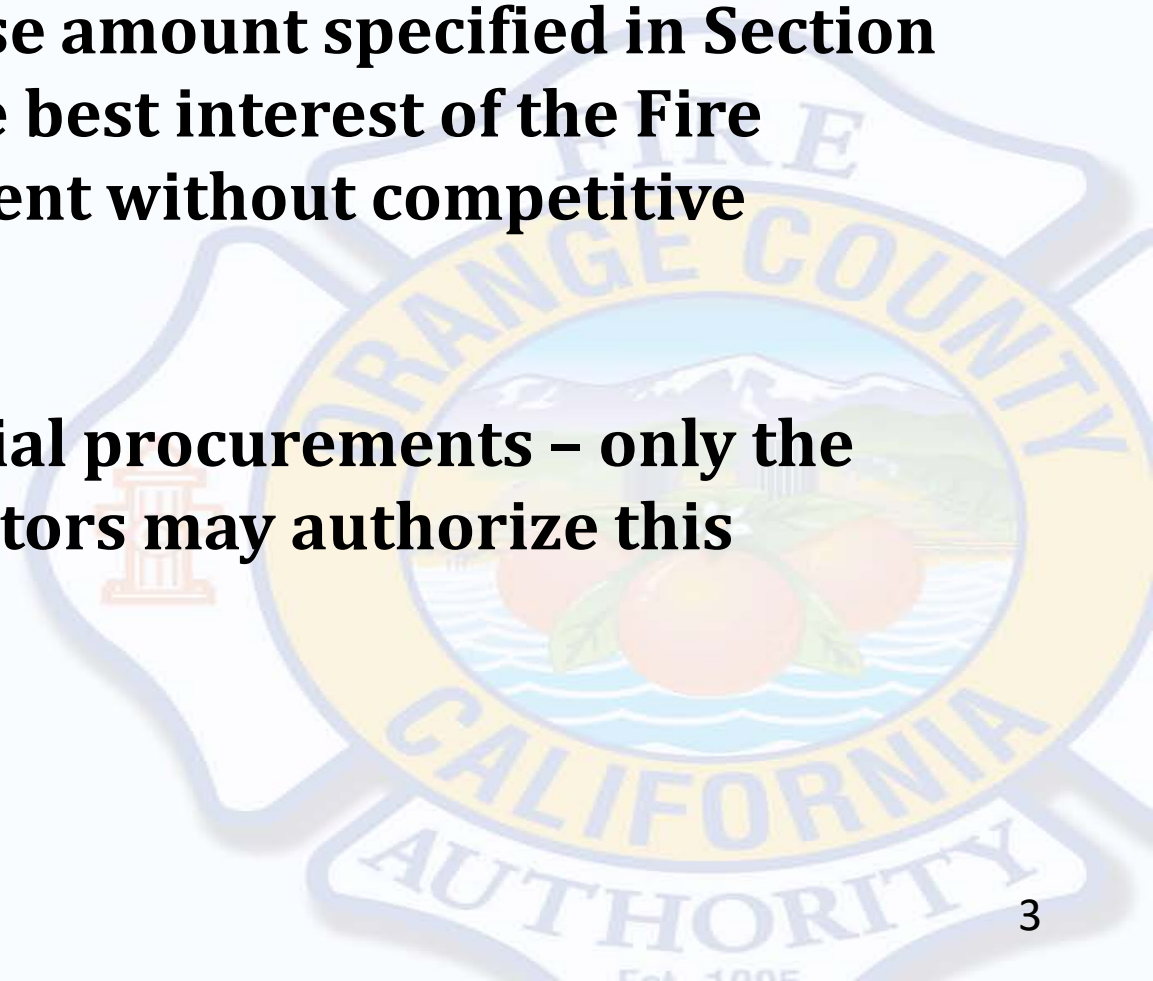
(See Staff Report and Ordinance for full detailed definition)

- **A contract may be awarded without competition when the Chief Procurement Officer determines in writing, after conducting a good faith review of available sources, that there is only one source for the required material, service, or construction item**
- **Sole source procurements exceeding an annual amount of \$50,000 or three-year aggregate amount of \$150,000 must be approved by the Executive Committee or Board of Directors**
- **Sole source procurements shall be avoided, except where no reasonable alternative sources exist**

Special Procurements

(See Staff Report and Ordinance for full detailed definition)

- **The Executive Committee or Board of Directors may authorize procurements above the small purchase amount specified in Section 1-20 (\$50,000) when it would be in the best interest of the Fire Authority to accomplish the procurement without competitive bidding or RFP**
- **Staff is not authorized to approve special procurements – only the Executive Committee or Board of Directors may authorize this provision**



Sole Sources & Special Procurement Examples

Sole Source	Special Procurement
I. Vendor: Teleflex, Inc. Service/Product: EZ-IO Infusion System Date Approved: 11/21/2019 (Renewal)	I. Vendor: Allstar Fire Equipment Company Service/Product: Lion Firefighter Turnouts and Gloves Date Approved: 2/27/2020 (Renewal)
II. Vendor: ESRI Service/Product: GIS Software Licensing, Maint. & Support Date Approved: 1/25/2018 (Renewal)	II. Vendor: Courtney Aviation Service/Product: Aircraft for FIRIS Pilot Program Date Approved: 8/22/19
III. Vendor: Orange County Sheriff's Department Service/Product: Radio Licenses, Paging & radio network repairs for the Countywide Coordinated Communications System (CCCS) Date Approved: 5/28/2020 (Renewal)	III. Vendor: Motorola Solutions, Inc. Service/Product: 800 MHz Portable & Mobile Radio Equipment Date Approved: 11/19/2020
IV. Vendor: UCSD Service/Product: Wildfire Cameras and Meteorological Systems Date Approved: 3/28/2019	IV. Vendor: The Counseling Team International (TCTI) Service/Product: Behavioral Health Services Date Approved: 10/26/2017

Renewal: represents the action of extending a contract or agreement that was previously approved by the Executive Committee or Board of Directors in order to continue current service or product delivery. In some instances renewals are recommended as a result of a prior RFP, RFI, or RFQ processes. As requested by a prior Board Chair, staff reports for renewals do not include the reference of "Sole Source" or "Special Procurement" in the staff report title. However, the reference is included in the recommended action.

Special Procurement Examples

	Circumstance	Description	Example
I	Continuity of Service	<ul style="list-style-type: none"> Current provider resulted from a competitive solicitation or a previously approved Sole Source or Special Procurement agreement It would not be feasible or advisable to move away from the current provider (i.e. operational inefficiency) 	AllStar Fire Equipment Co. for firefighter turnouts. <i>There is remaining time on the shelf life and it would be operationally inefficient to add a second manufacturer to the existing turnout program.</i>
II	Time is of the Essence	<ul style="list-style-type: none"> A determination can be shown that timing of needed services would not allow for a solicitation process (non-emergency procurements) 	Courtney Aviation for aircraft services for the FIRIS pilot program. <i>Notice of funding was made late in the fire season. Following a request for information, service provider had the available aircraft and certifications required by the State.</i>
III	Significant Cost Savings Factor	<ul style="list-style-type: none"> A determination can be shown that it would be financially prudent to not issue a solicitation It would not be feasible or advisable to move away from the current provider (i.e. cost prohibitive) 	Motorola Solutions, Inc. for 800 MHz portable and mobile radios. <i>OCFA standardized with the County on Motorola radios. Though not a cooperative, purchasing direct from Motorola using County pricing yields substantial savings.</i>
IV	Organizational Need	<ul style="list-style-type: none"> A determination can be shown that a service provider will provide a significant benefit and satisfy an organizational need (i.e. added value to the organization) 	The Counseling Team International (TCTI) for behavioral health services. <i>A Joint Labor Management Team evaluated and unanimously recommended TCTI for award of the agreement.</i>

5-year Analysis on the use of Sole Source & Special Procurements

	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21 (as of March 2021)
Standard Purchase & Blanket Orders (excluding SS & SP)	1,232	1,237	1,263	1,526	965
Sole Source (SS)	6 5 Renewals	9 11 Renewals	7 2 Renewals	2 3 Renewals	1 1 Renewal
Special Procurement (SP)	3 0 Renewals	6 1 Renewal	5 1 Renewal	7 4 Renewals	3 0 Renewals

Procurement 5-Year Average		
Standard Purchase & Blanket Orders	98.74%	\$60,908
Sole Source (SS)	0.78%	\$333,132
Special Procurement (SP)	0.48%	\$523,958

Comments/Questions



ORDINANCE NO. 008**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY REPEALING ORDINANCE NO. 006 AND ORDINANCE NO. 007 AND ESTABLISHING THE PURCHASING RULES AND PROCEDURES OF THE ORANGE COUNTY FIRE AUTHORITY****RECITALS**

A. *WHEREAS*, on April 23, 2009, the Orange County Fire Authority adopted OCFA Ordinance No. 006 establishing informal bidding procedures under the Uniform Public Construction Cost Accounting Act; and

B. *WHEREAS*, on April 23, 2009, the Orange County Fire Authority adopted OCFA Ordinance No. 007 establishing the purchasing rules and procedures; and

C. *WHEREAS*, the Board wishes to replace these two ordinances with a single ordinance based on the American Bar Association Model Procurement Code.

THEREFORE, the Board of Directors of the Orange County Fire Authority does hereby ordain as follows:

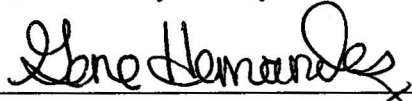
Section 1. Repeal of Ordinance Nos. 006 and 007; Replacement.

As of the effective date of this Ordinance, Ordinance No. 006 and No. 007 are hereby repealed and replaced, in their entirety, with the Orange County Fire Authority Procurement Code attached hereto as Exhibit A.

Section 2. Effective Date; Publication.

This Ordinance shall take effect and be in force thirty (30) days from the date of its passage. Before the expiration of fifteen (15) days after its passage, it or a summary of it shall be published once, with the names of the members of the Board of Directors voting for and against the same in the Register, a newspaper of general circulation published in the County of Orange.

PASSED, APPROVED and ADOPTED this 26th day of May 2016.



GENE HERNANDEZ, CHAIR
OCFA Board of Directors

ATTEST:



SHERRY A.F. WENTZ, CMC
Clerk of the Authority

STATE OF CALIFORNIA }
COUNTY OF ORANGE } ss
CITY OF IRVINE }

I, Sherry A. F. Wentz, Clerk of the Orange County Fire Authority, do hereby certify that the foregoing Ordinance No. 008 was duly introduced and placed upon its first reading at a regular meeting of the Orange County Fire Authority Board of Directors on the 28th day of April, 2016, and that thereafter said Ordinance was duly adopted and passed at an adjourned regular meeting of the Board of Directors of the Orange County Fire Authority held on the 26th day of May, 2016, by the following vote, to wit:

AYES:	Angelica Amezcua, Santa Ana	Robert Baker, San Clemente
	Rick Barnett, Villa Park	Lisa Bartlett, County of Orange
	Carol Gamble, Rancho Santa Margarita	Craig Green, Placentia
	Shelley Hasselbrink, Los Alamitos	Gene Hernandez, Yorba Linda
	Robert Johnson, Cypress	Jeffrey Lalloway, Irvine
	Joseph Muller, Dana Point	Al Murray, Tustin
	Dwight Robinson, Lake Forest	Ed Sachs, Mission Viejo
	Don Sedgwick, Laguna Hills	David Shawver, Stanton
	David Sloan, Seal Beach	Michele Steggell, La Palma
	Elizabeth Swift, Buena Park	Tri Ta, Westminster

NOES: None

ABSTAIN: None

ABSENT	Noel Hatch, Laguna Woods	John Perry, San Juan Capistrano,
	Todd Spitzer, County of Orange	Phillip Tsunoda, Aliso Viejo


SHERRY A.F. WENTZ, CMC
Clerk of the Authority

EXHIBIT A

ORANGE COUNTY FIRE AUTHORITY
PROCUREMENT CODE

- Art. I. In General, §§ 1-1--1-10**
- Art. II. Chief Procurement Officer Authority, §§ 1-11--1-14**
- Art. III. Source Selection and Contract Formation, §§ 1-15--1-40**
- Art. IV. Specifications, §§ 1-41--1-46**
- Art. V. Procurement of Public Works Projects and Professional Design Services, §§ 1-47--1-57**
- Art. VI. Contract Terms and Conditions, §§ 1-58--1-61**
- Art. VII. Cost Principles, §§ 1-62--1-65**
- Art. VIII. Materials Management, §§ 1-66--1-74**
- Art. IX. Legal and Contractual Remedies, §§ 1-75--1-125**
- Art. X. Cooperative Purchasing, §§ 1-126--1-131**
- Art. XI. Reserved, §§ 1-132--1-136**
- Art. XII. Ethics in Public Contracting, §§ 1-137--1-140**

Article I. General Provisions

- Sec. 1-1. General Law.
- Sec. 1-2. Applicability.
- Sec. 1-3. Definitions.
- Sec. 1-4. Supplementary general principles of law applicable.
- Sec. 1-5. Requirement of good faith.
- Sec. 1-6. Confidential information.
- Secs. 1-7--1-10. Reserved.

Article II. Chief Procurement Officer Authority

Sec. 1-11. Authority of the Chief Procurement Officer.

Sec. 1-12. Written determinations.

Secs. 1-13, 1-14. Reserved.

Article III. Source Selection and Contract Formation

Sec. 1-15. Definitions.

Sec. 1-16. Methods of source selection.

Sec. 1-17. Competitive sealed bidding.

Sec. 1-18. Competitive sealed proposals.

Sec. 1-19. Contracting for legal counsel.

Sec. 1-20. Small purchases.

Sec. 1-21. Sole source procurement.

Sec. 1-22. Emergency procurements.

Sec. 1-23. Special procurements.

Sec. 1-24. Cancellation of solicitations.

Sec. 1-25. Rejection of individual bids, proposals, quotations or statements of qualifications

Sec. 1-26. Responsibility of bidders, offerors and respondents.

Sec. 1-27. Bid and contract security, material or service contracts.

Sec. 1-28. Types of contracts.

Sec. 1-29. Approval of accounting system.

Sec. 1-30. Multi-year contracts.

Sec. 1-31. Right to inspect.

Sec. 1-32. Right to audit records.

Sec. 1-33. Reporting of anticompetitive practices.

Sec. 1-34. Prospective vendors lists.

Sec. 1-35. Contract form and execution.

Sec. 1-36. Assignment of rights and duties.

Sec. 1-37--1-40. Reserved.

Article IV. Specifications

- Sec. 1-41. Definitions.
- Sec. 1-42. Maximum practicable competition.
- Sec. 1-43. Specifications prepared by other than Fire Authority personnel.
- Sec. 1-44. Brand name or equal specification.
- Sec. 1-45. Brand name specification.
- Sec. 1-46. Reserved.

Article V. Procurement of Public Projects and Professional Design Services

- Sec. 1-47. Definitions.
- Sec. 1-48. Procurement of public projects.
- Sec. 1-49. Public project informal bidding procedures.
- Sec. 1-50. Public project formal bidding procedures.
- Sec. 1-51. Procurement of professional design services.
- Sec. 1-52. Procurement of construction services.
- Sec. 1-53. Public project emergencies procedures.
- Sec. 1-54--1-57. Reserved.

Article VI. Contract Terms and Conditions

- Sec. 1-58. Contract terms and conditions.
- Secs. 1-59--1-61. Reserved.

Article VII. Cost Principles

- Sec. 1-62. Cost principles.
- Sec. 1-63. Cost or pricing data.
- Secs. 1-64, 1-65. Reserved.

Article VIII. Materials Management

- Sec. 1-66. Definitions.
- Sec. 1-67. Materials management guidelines.
- Sec. 1-68. Inventory management.
- Sec. 1-69. Disposition of surplus property.
- Secs. 1-70--1-74. Reserved.

Article IX. Legal and Contractual Remedies

- Sec. 1-75. Definitions.
- Sec. 1-76. Authority of the Chief Procurement Officer.
- Sec. 1-77. Right to protest.
- Sec. 1-78. Filing of a protest.
- Sec. 1-79. Time for filing protests.
- Sec. 1-80. Stay of procurements during the protest.
- Sec. 1-81. Confidential information.
- Sec. 1-82. Decision by the Chief Procurement Officer.
- Sec. 1-83. Remedies.
- Sec. 1-84. Appeals to the Fire Chief.
- Sec. 1-85. Notice of appeal.
- Sec. 1-86. Stay of procurement during appeal.
- Sec. 1-87. Contract procurement officer report.
- Sec. 1-88. Dismissal by the Fire Chief.
- Sec. 1-89. Remedies.
- Sec. 1-90. Filing of a contract claim.
- Sec. 1-91. Chief Procurement Officer's decision.
- Sec. 1-92. Issuance of timely decision.
- Sec. 1-93. Appeals to the Fire Chief.
- Sec. 1-94. Fire Authority claims against a contractor.
- Sec. 1-95. Mediation.
- Sec. 1-96. Arbitration.
- Sec. 1-97. Final decision by the Fire Chief.
- Sec. 1-98. Judicial review of protests or claims.
- Sec. 1-99. Exclusive remedy.
- Secs. 1-100--1-115. Reserved.

Article X. Cooperative Purchasing

- Sec. 1-116. Definitions.

Sec. 1-117. Applicability.

Sec. 1-118. Cooperative purchasing agreements required.

Sec. 1-119. Cooperative purchasing authorized.

Secs. 1-120, 1-121. Reserved.

Article XI. Reserved

Secs. 1-122--1-126. Reserved.

Article XII. Ethics in Public Contracting

Sec. 1-127. Procurement Ethics Standards

Secs. 1-128--1-130. Reserved.

ARTICLE I. GENERAL PROVISIONS

Purpose

The purpose of the Orange County Fire Authority Procurement Code is to:

- (a) Simplify, clarify, centralize, and modernize the Fire Authority's rules and regulations governing procurement.
- (b) Permit the continued development of best value procurement policies and practices.
- (c) Provide for increased public confidence in the procurement procedures followed by the Fire Authority.
- (d) Ensure the fair and equitable treatment of all persons who deal with the procurement system of the Fire Authority.
- (e) Provide increased economy in Fire Authority procurement activities and maximize, to the fullest extent practicable, the purchasing value of public monies of the Fire Authority, and foster effective broad-based competition within the free enterprise system.
- (f) Provide safeguards for the maintenance of a procurement system of quality and integrity.
- (g) Obtain in a cost-effective and timely manner the materials, services, and construction required by the Fire Authority to better serve its citizens.

Sec. 1-1. General Law.

Pursuant to and to the extent required by Government Code Section 6509, the Orange County Fire Authority shall be restricted in the exercises of its powers in the same manner as is a general law city in accordance with the joint power agreement formed as of February 3, 1995, and as subsequently amended.

Sec. 1-2. Applicability.

Sec. 1-2(1). The provisions of this code shall apply to the following:

- (a) Every expenditure of public monies by the Fire Authority irrespective of their source, including State and Federal assistance monies, for the procurement of materials, services, and public projects;
- (b) Disposal of property; and
- (c) Contracts where there is no expenditure of public monies or where the Fire Authority is offering something of value to the business community when the Fire Authority determines source selection and award of a contract.

Sec. 1-2(2). The following are exempt from the provisions of this code:

- (a) Grants awarded by the Fire Authority and approved by the Board of Directors;
- (b) The purchase, sale or lease of Fire Authority real property;
- (c) Contracts for professional witnesses if the purpose of such contracts is to provide for services or testimony relating to an existing or probable judicial proceeding in which the Fire Authority is

or may become a party to, and contracts for special investigative services for law enforcement purposes;

(d) Agreements negotiated by the Fire Authority in settlement of litigation or threatened litigation; or

(e) Contracts with other governmental agencies.

Sec. 1-3. Definitions.

In this code, unless the context otherwise requires:

Sec. 1-3(1). "Business" means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.

Sec. 1-3(2). "Change order" means a written document authorized by the Chief Procurement Officer which directs the contractor to make changes with or without the consent of the contractor.

Sec. 1-3(3). "Chief Procurement Officer" means the official appointed by the Fire Chief as the purchasing and materials manager and the central procurement and contracting authority for the Fire Authority.

Sec. 1-3(4). "Contract" means all types of Fire Authority agreements, regardless of what they may be called, for the procurement of materials, maintenance, services, public works, construction or the disposal of materials.

Sec. 1-3(5). "Construction" means the process of building, reconstructing, erecting, altering, renovating, improving, demolishing, or repairing any Fire Authority owned, leased, or operated facility. Construction does not include maintenance work, which is defined to include routine, recurring, and usual work for the preservation or protection of any Fire Authority owned or operated facility for its intended purposes.

Sec. 1-3(7). "Contract officer" means any person duly authorized by the Chief Procurement Officer to facilitate the source selection process, including but not limited to; preparing solicitations and written determinations, conducting negotiations, making award recommendations, and administering contracts.

Sec. 1-3(8). "Contractor" or "Consultant" means any person who has a procurement contract with the Fire Authority.

Sec. 1-3(9). "Days", unless otherwise specified, means calendar days and shall be computed by excluding the first day and including the last working day, unless the last day is a holiday, and then it is also excluded.

Sec. 1-3(10). "Department" means the Purchasing Section of the Business Services Department.

Sec. 1-3(11). "Designee" means a duly authorized representative of the Chief Procurement Officer, designated by the Chief Procurement Officer.

Sec. 1-3(12). "Disposal of material" means sale of surplus property by public auction, including online electronic auction, competitive sealed bidding, small purchase procedures, recycling, or other appropriate method designated by this code.

Sec. 1-3(13). "Electronic" means electrical, digital, magnetic, optical, electromagnetic, or any other

similar technology.

Sec. 1-3(14). "Emergency" means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

Sec. 1-3(15). "Executive Committee" means the Executive Committee of the Orange County Fire Authority Board of Directors.

Sec. 1-3(16). "Fire Authority" means the Orange County Fire Authority.

Sec. 1-3(17). "Grant" means the furnishing of assistance, whether financial or otherwise, to any person to support a program authorized by law. Grant does not include an agreement whose primary purpose is to procure a specific end product, whether in the form of materials, services or construction. A contract resulting from such an agreement is not a grant but a procurement contract.

Sec. 1-3(18). "Materials" means all property, including but not limited to, equipment, supplies, printing, insurance and buildings but does not include land, a permanent interest in land or leases of real property.

Sec. 1-3(19). "Person" means any corporation, consultant, business, individual, union, committee, club, other organization or group of individuals.

Sec. 1-3(20). "Procurement" means buying, purchasing, renting, leasing, or otherwise acquiring any materials, services, or construction. Procurement also includes all functions that pertain to the acquisition of any material, service, or construction including but not limited to, description of requirements, selection and solicitation of sources, preparation, negotiation and, award of contract, and all phases of contract administration.

Sec. 1-3(21). "Professional service" means a unique, technical function performed by an independent contractor or firm qualified by education, experience, and/or technical ability to provide services and may include consulting, marketing analysis, banking services, auditing, software development/design, and editing services.

Sec. 1-3(22). "Public notice" means the distribution or dissemination of information to interested parties using methods that are reasonably available. Such methods may include electronic mailing lists and a website maintained for that purpose.

Sec. 1-3(23). "Services" means the furnishing of labor, time or effort by a contractor, consultant, subcontractor or sub-consultant which does not involve the delivery of a specific end product other than required design documents or reports and performance. Services do not include employment agreements or collective bargaining agreements. The definition of services includes, but is not limited to: consulting, personal, professional, legal counsel, auditing, technical, professional design and construction services.

Sec. 1-3(24). "Sole Source" means a product or service that is available from only one known supplier as a result of unique performance capabilities, manufacturing processes, compatibility requirements or market conditions.

Sec. 1-3(25). "Subcontractor or subconsultant" means a person who contracts to perform work or render service to a contractor or consultant as defined by this section or to another subcontractor or subconsultant as a part of a contract with the Fire Authority.

Sec. 1-3(26). "Written or in writing" means the product of any method for forming characters on paper or other material or viewable screen, which can be read, retrieved, and reproduced, including information that is electronically transmitted and stored.

Sec. 1-3(27). "Using department" means any organizational unit of the Fire Authority, which utilizes any materials, services or construction procured under this code.

Sec. 1-4. Supplementary general principles of law applicable.

Unless displaced by the particular provisions of this code, the principles of law and equity, including the uniform commercial code of this state, the common law of contracts as applied in this state and law relative to agency, fraud, misrepresentation, duress, coercion and mistake supplement the provisions of this code.

Sec. 1-5. Requirement of good faith.

This code requires all parties involved in the negotiation, performance, or administration of Fire Authority contracts to act in good faith.

Sec. 1-6. Confidential information.

All bids, proposals, offers, specifications, or protests submitted to the Fire Authority are subject to public inspection and disclosure under the California Public Records Act (Government Code Section 6250 et seq.). If a person believes that any portion of its bid, proposal, offer, specifications or protest is exempt from public disclosure, such portion may be marked "confidential." Except as required by law or court order, the Fire Authority will use reasonable means to ensure that such confidential information is safeguarded.

Secs. 1-7--1-10. Reserved.

ARTICLE II. CHIEF PROCUREMENT OFFICER AUTHORITY

Sec. 1-11. Authority of the Chief Procurement Officer.

Sec. 1-11(1). Except as otherwise provided in this code, the Chief Procurement Officer may adopt operational procedures consistent with this code governing the procurement and management of all materials, services, and construction to be procured by the Fire Authority and the disposal of materials.

Sec. 1-11(2). The Chief Procurement Officer shall serve as the central procurement and contracting authority of the Fire Authority.

Sec. 1-11(3). Except as otherwise provided in this code, the Chief Procurement Officer shall:

- (a) Procure or supervise the procurement of all materials, services and construction needed by the Fire Authority and establish the methods and procedures necessary for the proper, efficient, and economical functioning of the procurement program.
- (b) Establish guidelines for the management of all inventories of materials belonging to the Fire Authority.
- (c) Sell, trade or otherwise dispose of surplus materials belonging to the Fire Authority in accordance with the provisions of Section 1-69.
- (d) Prepare, issue, revise, maintain, and monitor the use of specifications for materials, services and construction required by the Fire Authority.

(e) Manage the Fire Authority's procurement card (pCard) program.

(f) Furnish the Board of Directors with such reports and information as the Board may require.

Sec. 1-11(4). The Chief Procurement Officer may delegate procurement authority to designees or to any using department or official of the Fire Authority.

Sec. 1-11(5). The Chief Procurement Officer may determine in writing that noncompliance with any provision of this code is not substantial and may allow for correction or may waive minor informalities or irregularities. The basis for the decision shall be included in the determination.

Sec. 1-11(6). The Chief Procurement Officer, in accordance with this code, shall have the authority to award contracts not exceeding the amount defined under management authority in the Roles and Responsibilities Matrix. Contracts exceeding management authority shall be executed by the Chief Procurement Officer upon approval by the Executive Committee or the Board of Directors.

Sec. 1-11(7). Except in cases of emergency, pursuant to Section 1-22, or where the Board of Directors or the Executive Committee has retained authority, no purchase of services, supplies and equipment by any person other than the Chief Procurement Officer or designee shall be binding upon the Fire Authority or constitute lawful charge against Fire Authority funds.

Sec. 1-12. Written determinations.

Written determinations required by this code shall be retained in the department.

Secs. 1-13, 1-14. Reserved.

ARTICLE III. SOURCE SELECTION AND CONTRACT FORMATION

Sec. 1-15. Definitions.

In this article, unless the context otherwise requires:

Sec. 1-15(1). "Best value" means a method in the competitive sealed proposal process which permits the evaluation of criteria to determine the best overall value to the Fire Authority.

Sec. 1-15(2). "Discussions" means communication with an offeror, bidder or respondent for the purpose of:

- (a) Eliminating minor irregularities, informalities, or apparent clerical mistakes in the offer or response;
- (b) Clarifying any offer or response to assure full understanding of, and responsiveness to, solicitation requirements;
- (c) Resolving minor variations in contract terms and conditions; or
- (d) Establishing the competency or financial stability of any offeror, bidder or respondent.

Sec. 1-15(3). "Invitation for bid" means all documents, written or electronic, whether attached or incorporated by reference, which are used for soliciting bids in accordance with the procedures prescribed in Section 1-17.

Sec. 1-15(4). "Minor informalities or irregularities" means mistakes, or non-judgmental errors, that have negligible effect on price, quantity, quality, delivery, or other contractual terms whereby the waiver or correction of such mistakes does not prejudice other bidders, offerors or respondents.

Sec. 1-15(5). "Negotiations" means an exchange of information or any form of cooperation during which the offeror and the Fire Authority may alter or otherwise change the conditions, terms, and price, unless prohibited, of the proposed contract.

Sec. 1-15(6). "Registered supplier" means a supplier, vendor, or contractor that that has registered as an interested party to do business with the Fire Authority.

Sec. 1-15(7). "Request for proposals" means all documents, written or electronic, whether attached or incorporated by reference, which are used for soliciting proposals in accordance with procedures prescribed in Section 1-18.

Sec. 1-15(8). "Request for qualifications" means all documents, written or electronic, whether attached or incorporated by reference, which are used for soliciting responses from qualified respondents in accordance with Article V.

Sec. 1-15(9). "Responsible bidder, offeror, or respondent" means a person who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the procurement contract.

Sec. 1-15(10). "Responsive bidder" means a person who submits a bid which conforms in all material respects to a solicitation.

Sec. 1-15(11). "Solicitation" means an invitation for bids, a request for technical proposals, a request for proposals, a request for qualifications, a request for quotations, or any other invitation or request by which the Fire Authority invites a person to participate in a procurement.

Sec. 1-16. Methods of source selection.

All contracts of the Fire Authority shall be awarded by one of the methods of source selection specified in this code.

Sec. 1-17. Competitive sealed bidding.

Sec. 1-17(1). Invitation for bids.

- (a) Competitive sealed bids shall be solicited through an invitation for bids. The invitation for bids shall include specifications and any applicable evaluation criteria. Contractual terms and conditions may be included within the solicitation document or incorporated by reference.
- (b) A prequalification process may be conducted prior to the issuance of an invitation for bids in order to establish a list of qualified bidders. In the event a prequalification process is used, the contract officer shall only consider bids that are submitted from prequalified bidders.

Sec. 1-17(2). Public notice. Notice of the invitation for bids shall be electronically posted and the invitation for bids shall be available for public inspection not less than fourteen (14) days prior to the date set forth therein for the opening of bids. A shorter time may be deemed necessary for a particular procurement as determined in writing by the Chief Procurement Officer. The public notice shall state the place, date, and time of bid opening.

Sec. 1-17(3). Pre-bid conference. The Chief Procurement Officer may conduct a pre-bid conference. If a pre-bid conference is conducted, it shall be not less than seven days before the bid due date and time, unless the Chief Procurement Officer makes a written determination that the specific needs of the procurement justify a shorter time.

Sec. 1-17(4). Solicitation amendment. The Chief Procurement Officer shall issue a solicitation amendment to do any or all of the following:

- (a) Make a correction in the solicitation;
- (b) Correct defects or ambiguities;
- (c) Provide additional information or instructions; or
- (d) Extend the offer due date and time if the Chief Procurement Officer determines that an extension is in the best interest of the Fire Authority.

If a solicitation is changed by a solicitation amendment, the Chief Procurement Officer shall post the amendment electronically and notify registered suppliers. It is the responsibility of the offeror to obtain any solicitation amendments and acknowledge receipt of amendment as specified in the solicitation amendment.

Sec. 1-17(5). Late bids. A bid is late if it is received at the location designated in the invitation for bids after the time and date set for bid opening. A late bid shall be rejected. Bidders submitting bids that are rejected as late shall be so notified.

Sec. 1-17(6). Bid opening. Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. A secure web-based system or other appropriate media may be used in lieu of public bid opening, provided that the accuracy, confidentiality, and reliability is maintained. The name of each bidder and the amount of each bid, as well as other relevant information as the Chief Procurement Officer deems appropriate shall be recorded. Unless otherwise determined by the Chief Procurement Officer, this record shall be open to public inspection. In the event no attendees are present for bid opening, the sealed bids shall be opened by the department and a "bid" or "no bid" may be recorded on the tabulation. The bids shall not be available for public inspection until after a contract is awarded. After a notice of intent to award is issued or, in the absence of a notice of intent to award, after final execution of the contract, the bids shall be available for public inspection, except to the extent that the withholding of information is permitted or required by law. If the bidder designates a portion of its bid as confidential, it shall isolate and identify in writing the confidential portions in accordance with Section 1-6.

Sec. 1-17(7). Bid acceptance and bid evaluation. Bids shall be unconditionally accepted without alteration or correction, except as authorized in this code. Bids shall be evaluated based on the requirements set forth in the invitations for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluation that is not set forth in the invitation for bids.

Sec. 1-17(8). Correction or withdrawal of bids; cancellation of awards. Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received by the department prior to the time set for bid opening.

Mistakes discovered after bid opening may be modified or withdrawn only to the extent that the bidder can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the

nature of the mistake, and the bid price actually intended. After bid opening, no changes in bid prices or other bid provisions prejudicial to the interest of the Fire Authority or fair competition shall be permitted. In lieu of bid correction, a bidder alleging a mistake may be permitted to withdraw its bid if:

- (a) The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or
- (b) The bidder submits evidence that clearly and convincingly demonstrates that a mistake was made.

All decisions to permit the correction or withdrawal of bids, or to cancel awards based on bid mistakes, shall be supported by a written determination made by the Chief Procurement Officer.

Sec. 1-17(9). Contract award.

- (a) *General.* The contract shall be awarded by appropriate notice to the lowest responsible and responsive bidder whose bid conforms in all material respects to requirements and criteria set forth in the invitation for bids.
- (b) *Public record.* After the Fire Authority issues a notice of intent to award, or in the absence of a notice of intent to award upon final contract execution, the bids shall be available for public inspection, except to the extent that the withholding of information is permitted or required by law. If the bidder designates a portion of its bid as confidential, it shall isolate and identify in writing the confidential portions in accordance with Section 1-6.
- (c) *Encumbrance of funds.* Except in cases of emergency, or in cases where specific authority has been first obtained from the Fire Chief, the Chief Procurement Officer shall not issue any purchase orders for supplies or equipment unless there exists an unencumbered appropriation in the fund account against which said purchase is to be charged. All purchases, regardless of encumbrances, shall be made in conformance with the policies established by this code.
- (d) *Procurement of recycled material.* Recycled products shall be used whenever practicable when they are of comparable quality, of equivalent price and appropriate for the intended use. Recycled products shall be procured in accordance with Public Contract Code, Section 22150, et seq.

Sec. 1-17(10). Low tie bids. If there are two (2) or more low responsive bids from responsible bidders that are identical in price and other evaluation criteria and that meet all the requirements and criteria set forth in the invitation for bids, award may be made by random selection in a manner prescribed by the Chief Procurement Officer.

Sec. 1-18. Competitive sealed proposals.

Sec. 1-18(1). Request for proposals.

- (a) Competitive sealed proposals shall be solicited through a request for proposals. The request for proposals shall include a scope of work and any applicable evaluation criteria. Contractual terms and conditions may be included within the solicitation document or incorporated by reference.
- (b) A prequalification process may be conducted prior to the issuance of a request for proposals in order to establish a list of qualified offerors. In the event a prequalification process is used, the contract officer shall only consider proposals that are submitted from prequalified offerors.

Sec. 1-18(2). Public notice. Adequate public notice of the request for proposals shall be given in the same manner as provided in Section 1-17(2).

Sec. 1-18(3). Pre-proposal conference. The Chief Procurement Officer may conduct a pre-proposal conference. If a pre-proposal conference is conducted, it shall be not less than seven days before the offer due date and time, unless the Chief Procurement Officer makes a written determination that the specific needs of the procurement justify a shorter time.

Sec. 1-18(4). Solicitation amendment. Solicitation amendments shall be handled in the same manner as provided in Section 1-17(4).

Sec. 1-18(5). Late proposals. A proposal is late if it is received at the location designated in the request for proposals after the time and date set for receipt of proposals. Late proposals shall be rejected in accordance with Section 1-17(5).

Sec. 1-18(6). Receipt of proposals. Proposals shall not be opened publicly. No proposals shall be handled as to permit disclosure of the contents of any proposal to competing offerors. Proposals shall be open for public inspection after final execution of the contract, except to the extent that the withholding of information is permitted or required by law. If the offeror designates a portion of its proposal as confidential, it shall isolate and identify in writing the confidential portions in accordance with Section 1-6.

Sec. 1-18(7). Evaluation of proposals.

- (a) *Evaluation criteria.* The request for proposals shall state the criteria to be used in the evaluation of the proposals and shall include their relative importance. Specific numerical weighting is not required.
- (b) *Selection committee.* The Chief Procurement Officer shall appoint a selection committee to evaluate the proposals and make a recommendation based on the criteria set forth in the request for proposals. No other factors or criteria may be used in the evaluation.

Sec. 1-18(8). Discussion with offerors. Discussions may be conducted with offerors.

Sec. 1-18(9). Negotiations with offerors and revisions to proposals. Negotiations may be conducted with offerors. Offerors shall be accorded fair and equal treatment in conducting negotiations and there shall be no disclosure of any information derived from proposals submitted by competing offerors.

- (a) *Concurrent negotiations.* Negotiations may be conducted concurrently with offerors for the purpose of determining source selection and/or contract award.
- (b) *Exclusive negotiations.* Exclusive negotiations may be conducted with the offeror whose proposal is determined in the source selection process to be most advantageous to the Fire Authority. Exclusive negotiations may be conducted subsequent to concurrent negotiations or may be conducted without requiring previous concurrent negotiations. Exclusive negotiations shall not constitute a contract award nor shall it confer any property rights to the successful offeror. If exclusive negotiations are conducted and an agreement is not reached, the Fire Authority may enter into exclusive negotiations with the next highest ranked offeror without the need to repeat the formal solicitation process.

Sec. 1-18(10). Contract award. Contract award shall be made by the Chief Procurement Officer to the responsible offeror whose proposal is determined in writing to be the most advantageous to the Fire

Authority taking into consideration the evaluation criteria set forth in the request for proposals. The contract file shall contain the basis on which the award is made.

Sec. 1-19. Contracting for legal counsel.

Sec. 1-19(1). Authority. For the purpose of procuring the services of legal counsel, as defined by the laws of the state, contracts for the services of legal counsel shall be awarded with the authorization of the Board of Directors or the Executive Committee except as otherwise provided by law.

Sec. 1-19(2). Conditions for use. Unless determined by the Board of Directors or the Executive Committee that direct selection is in the best interest of the Fire Authority, the services of legal counsel shall be procured in accordance with this code.

Sec. 1-20. Small purchases.

Sec. 1-20(1). General. Any contract for the purchase of supplies, equipment and services (including maintenance) not exceeding fifty thousand dollars (\$50,000.00) may be made by the Chief Procurement Officer in accordance with the small purchase procedures authorized in this section. Contract requirements shall not be artificially divided so as to constitute a small purchase under this section.

Sec. 1-20(2). Small purchases over ten thousand dollars (\$10,000.00). Insofar as it is practical for small purchases in excess of ten thousand dollars (\$10,000.00) but less than fifty thousand dollars (\$50,000.00), no less than three (3) businesses shall be solicited to submit quotations. Award shall be made to the responsible bidder submitting the quotation which is most advantageous to the Fire Authority and conforms in all material respects to the solicitation. The names of the businesses submitting quotations, and the date and amount of each quotation, shall be maintained as a public record. Nothing herein contained, however, shall preclude the Fire Authority from utilizing more restrictive procedures if, and when required by federal or state law, where federal or state funds are involved in the contract to be awarded or when the Chief Procurement Officer determines it is in the best interest of the Fire Authority to do so.

Sec. 1-20(3). Small purchases less than ten thousand dollars (\$10,000.00). The Chief Procurement Officer shall adopt operational procedures for making small purchases of ten thousand dollars (\$10,000.00) or less.

Sec. 1-21. Sole source procurement.

Notwithstanding any other provisions of this code, a contract may be awarded without competition when the Chief Procurement Officer determines in writing, after conducting a good faith review of available sources, that there is only one source for the required material, service, or construction item. The using department requesting a sole source procurement shall provide written evidence to support a sole source determination. The Chief Procurement Officer may require that negotiations are conducted as to price, delivery, and terms. The Chief Procurement Officer may require the submission of cost or pricing data in connection with an award under this section. Sole source procurements exceeding the amount defined in the roles and responsibilities matrix shall be executed by the Chief Procurement Officer upon approval by the Executive Committee or Board of Directors. Sole source procurement shall be avoided, except when no reasonable alternative sources exist. A record of sole source procurements shall be maintained as a public record.

Sec. 1-22. Emergency procurements.

Notwithstanding any other provisions of this code, the Fire Chief may make or authorize others to make emergency procurements of materials, services, or construction when there exists a threat to public health, welfare, or safety or if a situation exists which makes compliance with Sections 1-17, 1-18, 1-49, or 1-50

contrary to the public interest; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. The using department requesting an emergency procurement shall provide written evidence to support an emergency determination. An emergency procurement shall be limited to those materials, services, or construction necessary to satisfy the emergency need. Emergency procurements exceeding the amount defined in the roles and responsibilities matrix shall be executed by the Chief Procurement Officer upon approval by the Chair or Vice Chair of the Board of Directors. A written determination of the basis for the emergency and for the selection of the particular contractor shall be maintained as a public record.

Sec. 1-23. Special procurements.

Notwithstanding any other provisions of this code, the Executive Committee or the Board of Directors may authorize procurements above the small purchase amount specified in Section 1-20 for supplies, equipment or services (including maintenance) when, due to unusual or special circumstances, it would be in the best interest of the Fire Authority to accomplish the procurement without compliance with Sections 1-17 (competitive sealed bidding), 1-18 (competitive sealed proposals), or 1-51 (procurement of professional design services). This is not applicable to the procurement of construction services (Section 1-50). The using department requesting a special procurement shall provide written evidence to support a special procurement determination. Any special procurement under this section shall be limited to those materials, equipment or services, necessary to satisfy the Fire Authority's need and shall be made with sound fiscal discretion. A written determination by the Chief Procurement Officer with review and approval from the Assistant Chief, Business Services of the basis for the special procurement and for the selection of the particular contractor shall be maintained as public record. The determination and the award shall be made in accordance with internal departmental procedures ensuring that the procurement is fair, honest, prudent, and a wise exercise of discretion and is in the public interest.

Sec. 1-24. Cancellation of solicitations.

Sec. 1-24(1). Cancellation of solicitations. An invitation for bids, a request for proposals, a request for qualifications, or other solicitation may be cancelled, or any or all bids, proposals or statements of qualifications may be rejected in whole or in part as may be specified in the solicitation, when it is in the best interest of the Fire Authority.

Sec. 1-24(2). Prior to opening.

- (a) As used in this section, "opening" means the date and time set for opening of bids, receipt of statements of qualifications or receipt of proposals in competitive sealed proposals.
- (b) Prior to opening, a solicitation may be cancelled in whole or in part when the Chief Procurement Officer determines in writing that such action is in the Fire Authority's best interest for reasons including but not limited to:
 - i. The Fire Authority no longer requires the materials, services, or construction;
 - ii. The Fire Authority no longer can reasonably expect to fund the procurement; or
 - iii. Proposed amendments to the solicitation would be of such magnitude that a new solicitation is in the best interest of the Fire Authority.
- (c) When a solicitation is cancelled prior to opening, notice of cancellation shall be publicly posted.
- (d) The notice of cancellation shall:
 - i. Identify the solicitation;

- ii. Briefly explain the reason for cancellation; and
- iii. Where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurements of similar materials, services, or construction.

Sec. 1-24(3). After opening.

- (a) After opening but prior to award, all bids, proposals or statements of qualifications may be rejected in whole or in part when the Chief Procurement Officer determines in writing that such action is in the Fire Authority's best interest for reasons including but not limited to:
 - i. The Fire Authority no longer requires the materials, services or construction;
 - ii. Ambiguous or otherwise inadequate specifications or scopes of work were part of the solicitation;
 - iii. The solicitation did not provide for consideration of all factors of significance to the Fire Authority;
 - iv. Prices exceed available funds and it would not be appropriate to adjust quantities to come within available funds;
 - v. All otherwise acceptable bids, statements of qualifications or proposals received are at clearly unreasonable prices;
 - vi. There is reason to believe that the bids, statements of qualifications or proposals may not have been independently arrived at in open competition, may have been collusive, or may have been submitted in bad faith; or
 - vii. Competition was insufficient.
- (b) A notice of rejection shall be sent to all persons that submitted bids, statements of qualifications or proposals, and it shall conform to subsection 1-24(2) (d) of this section.
- (c) If all bids, proposals or request for qualifications are rejected, all bids, proposals or statements received shall remain, to the extent possible, confidential.

Sec. 1-24(4). Documentation. The reasons for cancellation or rejection shall be made a part of the procurement file and shall be available for public inspection.

Sec. 1-25. Rejection of individual bids, proposals, quotations or statements of qualifications.

- (a) A bid may be rejected if:
 - i. The bidder is determined to be non-responsible pursuant to Section 1-26;
 - ii. The bid is nonresponsive in accordance with Section 1-17; or
 - iii. It is otherwise not advantageous to the Fire Authority.
- (b) A proposal, statement of qualifications, or quotation may be rejected if:
 - i. The person responding to the solicitation is determined to be non-responsible pursuant to Section 1-26; or
 - ii. The proposal is incomplete, nonresponsive to solicitation requirements; or
 - iii. The proposed price exceeds available funds or is unreasonable; or

iv. It is otherwise not advantageous to the Fire Authority.

(c) The reasons for rejection shall be made a part of the procurement file and shall be available for public inspection.

Sec. 1-26. Responsibility of bidders, offerors and respondents.

Sec. 1-26(1). Findings of non-responsibility. If a bidder, offeror or respondent who otherwise would have been awarded a contract is found non-responsible, a written finding of non-responsibility, setting forth the basis of the finding, shall be prepared by the contract officer. The unreasonable failure of a bidder, offeror or respondent to promptly supply information in connection with an inquiry with respect to responsibility may be grounds for a finding of non-responsibility with respect to such bidder or offeror. The written finding shall be made part of the contract file and be made a public record.

Sec. 1-26(2). Right of nondisclosure. Except as required by law or court order, confidential information furnished by a bidder, offeror or respondent pursuant to this section shall not be disclosed by the Fire Authority outside of the agency, or using department, without prior written consent by the bidder, offeror or respondent.

Sec. 1-26(3). Factors. Factors to be considered in determining if a prospective contractor is responsible include:

- (a) The proposed contractor's financial, physical, personnel or other resources, including subcontracts;
- (b) The proposed contractor's record of performance and integrity;
- (c) Whether the proposed contractor is qualified legally to contract with the Fire Authority; and
- (d) Whether the proposed contractor supplied all necessary information concerning its responsibility.

Sec. 1-26(4). Responsibility criteria. The contract officer may establish specific responsibility criteria for a particular procurement. Any specific responsibility criteria shall be set forth in the solicitation.

Sec. 1-27. Bid and contract security, material or service contracts.

The Chief Procurement Officer may require the submission of security to guarantee faithful bid and contract performance. In determining the amount and type of security required for each contract, the Chief Procurement Officer shall consider the nature of the performance and the need for future protection to the Fire Authority. The requirement for security must be included in the invitation for bids or request for proposals. Failure to submit security in the amount and type of security required may result in the rejection of the bid or proposal.

Sec. 1-28. Types of contracts.

Subject to the limitations of this code, any type of contract which will promote the best interests of the Fire Authority may be used.

Sec. 1-29. Approval of accounting system.

The Chief Procurement Officer may require that the proposed contractor's accounting system is adequate to allocate costs in accordance with generally accepted cost accounting principles prior to award of a contract.

Sec. 1-30. Multi-year contracts.

Unless otherwise provided by law, a contract for materials, services or construction may be entered into for

any period of time deemed to be in the best interest of the Fire Authority, if the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and monies are available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods are subject to the availability and appropriation of monies.

Sec. 1-31. Right to inspect.

The Fire Authority may, at reasonable times, inspect the part of the plant or place of business of a contractor, consultant or any subcontractor or sub-consultant that is related to the performance of any contract awarded or to be awarded by the Fire Authority.

Sec. 1-32. Right to audit records.

Sec. 1-32(1). The Fire Authority may, at reasonable times and places, audit the books and records of any person who submits cost or pricing data as provided in Article VII of this code to the extent that the books and records relate to the cost or pricing data. Any person who is awarded a contract, change order or contract modification for which cost or pricing data is required shall maintain the books and records that relate to the cost or pricing data for three (3) years from the date of final payment under the contract, unless otherwise specified in the contract.

Sec. 1-32(2). The Fire Authority is entitled to audit the books and records of a contractor, consultant or any subcontractor or sub-consultant under any contract or subcontract to the extent that the books and records relate to the performance of the contract or subcontract. The books and records shall be maintained by the contractor for a period of three (3) years from the date of final payment under the prime contract or consultant, and by the subcontractor or sub-consultant for a period of three (3) years from the date of final payment under the subcontract, unless otherwise specified in the contract.

Sec. 1-33. Reporting of anticompetitive practices.

If for any reason collusion or other anticompetitive practices are suspected among any bidders, offerors or respondents a notice of the relevant facts shall be transmitted to the Chief Procurement Officer. This section does not require a law enforcement agency conducting an investigation into such practices to convey such notice to the Chief Procurement Officer.

Sec. 1-34. Prospective vendors lists.

Sec. 1-35(1). The Chief Procurement Officer shall maintain a prospective vendors list. Inclusion of the name of a person shall not indicate whether the person is responsible concerning a particular procurement or otherwise capable of successfully performing a Fire Authority contract.

Sec. 1-35(2). Persons desiring to be included on the prospective vendors list may register with the department electronically. The department may remove a person from the prospective vendors list if it is determined that inclusion is not advantageous to the Fire Authority.

Sec. 1-35(3). It shall be the vendor's sole responsibility to ensure that vendor registration information is current and active.

Sec. 1-35. Contract form and execution.

All contracts entered into under this code not exceeding the amount established by Section 1-11(6) shall be executed in the name of the Fire Authority by the Chief Procurement Officer. Contracts entered into under this code exceeding the amount established by Section 1-11(6) approved by the Executive Committee shall be executed by the Fire Chief, approved as to form by the General Counsel to the Fire Authority and countersigned by the Clerk of the Authority.

Sec. 1-36. Assignment of rights and duties.

The Chief Procurement Officer shall have the rights and duties of the Fire Authority to contract for the purchase of all services, supplies, equipment and other personal property required by the Fire Authority in accordance with the code and all policies and procedures adopted by the Board of Directors, and administrative procedures approved by the Fire Chief, or as otherwise provided by law. Except in cases where the Board of Directors or the Executive Committee has retained authority, the purchase of services, supplies and equipment are not transferable or otherwise assignable without the written consent of the Chief Procurement Officer.

Sec. 1-37--1-40. Reserved.

ARTICLE IV. SPECIFICATIONS

Sec. 1-41. Definition.

As used in this article, "specification" is used interchangeably with "scope", "scope of services", or "scope of work" and means any description of the physical or functional characteristics, or of the nature of a material, service or construction item. Specification may include a description of any requirement for inspecting, testing, or preparing a material, service, or construction item for delivery.

Sec. 1-42. Maximum practicable competition.

Sec. 1-42(1). All specifications shall seek to promote overall economy for the purposes intended and encourage competition in satisfying the Fire Authority's needs and shall not be unduly restrictive.

Sec. 1-42(2). To the extent practicable and unless otherwise permitted by this code, all specifications shall describe the Fire Authority's requirements in a manner that does not unnecessarily exclude a material, service, or construction item.

Sec. 1-42(3). Restrictive specifications shall not be used unless such specifications are required and it is not practicable or advantageous to use a less restrictive specification. The using department requesting a restrictive specification shall provide written evidence to support the restrictive specification. Past success in the material's performance, traditional purchasing practices, or inconvenience of drawing specifications do not justify the use of restrictive specifications.

Sec. 1-42(4). To the extent practicable, the Fire Authority shall use accepted commercial specifications and shall procure standard commercial materials.

Sec. 1-43. Specifications prepared by other than Fire Authority personnel.

The requirements of this code regarding the purposes and non-restrictiveness of specifications shall apply to all specifications prepared other than by Fire Authority personnel, including, but not limited to, those prepared by architects, engineers, designers, and consultants for public contracts, or subcontractors. No person preparing specifications shall receive any direct or indirect benefit from the utilization of such specifications.

Sec. 1-44. Brand name or equal specification.

A brand name or equal specification may be used to describe the standards of quality, performance, and other characteristics needed to meet the requirements of a solicitation, and which invites offers for equivalent products from a manufacturer.

Sec. 1-45. Brand name specification.

A brand name specification may be used to identify the sole acceptable item that meets the Fire Authority's

needs. The using department requesting a brand name specification shall provide written evidence to support a brand name determination. A written determination by the Chief Procurement Officer of the basis for the brand name shall be maintained as public record. Past success in the material's performance, traditional purchasing practices, or inconvenience of drawing specifications do not justify the use of a brand name specification.

Sec. 1-46. Reserved.

**ARTICLE V.
PROCUREMENT OF PUBLIC WORKS PROJECTS AND
PROFESSIONAL DESIGN SERVICES**

Sec. 1-47. Definitions.

In this article, unless the context otherwise requires:

Sec. 1-47(1). "Capital improvement" means an outlay of funds for the acquisition or improvement of real property, which extends the life or increases the productivity of the real property.

Sec. 1-47 (2). "Contractor" shall mean any corporation, partnership, individual, sole proprietorship, joint venture or other legal entity which enters into a contract to sell commodities, services, or construction services to the Fire Authority.

Sec. 1-47(4). "Construction project management" means those services provided by a licensed architect, registered engineer, or licensed general contractor.

Sec. 1-47(5). "Construction services" means either of the following for construction- manager-at-risk, and design-build project delivery methods:

- (a) Construction, excluding services, through the construction-manager-at-risk project delivery methods.
- (b) A combination of construction and, as elected by the Fire Authority, one or more related services, such as finance services, maintenance services, operations services, design services and preconstruction services, as those services are authorized in the definitions of construction-manager-at-risk, and design-build in this section.

Sec. 1-47(6). "Construction-manager-at-risk" means a project delivery method in which:

- (a) There is a separate contract for design services and a separate contract for construction services.
- (b) The contract for construction services may be entered into at the same time as the contract for design services or at a later time.
- (c) Design and construction of the project may be in sequential phases or concurrent phases.
- (d) Finance services, maintenance services, operations services, preconstruction services and other related services may be included.

Sec. 1-47(7). "Cost" means the aggregate cost of all materials and services, including labor performed by force account.

Sec. 1-47(8). "Design-bid-build" means a project delivery method in which:

- (a) There is a sequential award of two (2) separate contracts.
- (b) The first contract is for design services.
- (c) The second contract is for construction.
- (d) Design and construction of the project are in sequential phases.
- (e) Finance services, maintenance services and operations services are not included.

Sec. 1-47(9). "Design-build" means a project delivery method in which:

- (a) There is a single contract for design services and construction services.
- (b) Design and construction of the project may be in sequential phases or concurrent phases.
- (c) Finance services, maintenance services, operations services, preconstruction services and other related services may be included.

Sec. 1-47(10). "Design professional" means an architect or engineer, or both, duly licensed for professional practice, who may be employed by an owner for the purpose of designing a project.

Sec. 1-47(11). "Emergency for Public Projects" shall have the meaning provided in Public Contract Code Sections 22035 and 22050.

Sec. 1-47(12). "Facility" means any plant, building, structure, ground facility, real property, street, highway or other public work improvement.

Sec. 1-47(13). "Firm" means any individual, firm, partnership, corporation, association or other legal entity permitted by law to practice the profession of architecture, landscape architecture, engineering, environmental services, land surveying, or construction project management.

Sec. 1-47(14). "Finance services" means financing for a construction services project.

Sec. 1-47(15). "Force account" means work performed on public projects by the Fire Authority's regularly employed personnel.

Sec. 1-47(16). "Maintenance work" shall have the meaning provided in Public Contract Code Section 22002(d), as that section may be amended from time to time, and shall include the following:

- (a) Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
- (b) Minor repainting.
- (c) Resurfacing of streets and highways at less than one inch.
- (d) Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.

Sec. 1-47(17). "Preconstruction services" means advice during the design phase.

Sec. 1-47(18). "Professional design services" means architect services, engineering services, geologist services, landscape architect services, and land surveying service or any combination of those services that are legally required to be accomplished, reviewed, and approved by professionals registered to practice in the pertaining discipline in the State of California.

Sec. 1-47(19). "Professional engineer" refers to a person engaged in the professional practice of rendering service or creative work requiring education, training and experience in engineering sciences and the application of special knowledge of the mathematical, physical and engineering sciences in such professional or creative work as consultation, investigation, evaluation, planning or design of public or private utilities, structures, machines processes, circuits, buildings, equipment or projects, and supervision of construction for the purpose of securing compliance with specifications and design for any such work.

Sec. 1-47(20). "Public project" shall have the meaning provided in Public Contract Code Section 22002(c), as that section may be amended from time to time, and shall include the following:

- (a) Construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility.
- (b) Painting or repainting of any publicly owned, leased, or operated facility.
- (c) *"Public project"* does not include maintenance work.

Sec. 1-47(21). "Public works contract" means an agreement for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind.

Sec. 1-47(22). "Solicitation" shall mean an invitation for bids, request for quotations, request for qualifications, or request for proposals issued by the Fire Authority for the purpose of requesting bids, quotes or proposals to perform a contract.

Sec. 1-47(23) "Uniform Public Construction Cost Accounting Act" is an alternative method for public project work performed or contracted by public entities in California as defined by Public Contract Code Section 22000 et seq. The Fire Authority adopted the alternative informal bidding procedures on February 22, 1996 establishing informal bidding procedures for public works.

Sec. 1-48 Procurement of public projects.

Sec. 1-48(1). Procurement of public projects, in accordance with the limits listed in Section 22302 of the Public Contract Code, as those limits may be amended from time to time, may be let to contract by informal procedures as set forth in Section 22032, et seq., of the Public Contract Code. Nothing herein contained, however, shall preclude the Fire Authority from utilizing more restrictive procedures if, and when required by federal or state law, where federal or state funds are involved in the contract to be awarded or when the Chief Procurement Officer determines it is in the best interest of the Fire Authority.

Sec. 1-48(2). Contracts for construction shall be solicited through a competitive sealed bid process except as otherwise provided for in Sections 1-52 (procurement of construction services), 1-20 (small purchases), 1-21 (sole source procurement), and 1-22 (emergency procurements). The Chief Procurement Officer shall award contracts for public projects in accordance with the requirements of Public Contract Code Section 22000 et seq. and this code.

Sec. 1-48(3). Force Account and informal bidding procedures. Public works projects of the amount set forth in Public Contract Code Section 22032(a), as amended from time to time, may be performed by the employees of the Fire Authority, by negotiated contract, or by purchase order.

Sec. 1-48(4). Informal bidding procedures. Public works projects of the amount set forth in Public Contract Code Section 22032(b), as amended from time to time, may be let to contract by informal bidding procedures as set forth in Section 1-49(1).

Sec. 1-48(5). Formal bidding procedures. Public projects exceeding the amount set forth in Public Contract Code Section 22032(c), as may be amended from time to time, shall be let to contract by formal bidding procedures as set forth in Section 1-50.

Sec. 1-48(6) Payment bond. In accordance with the Civil Code Section 9550 et seq. all public works bids involving an expenditure in excess of twenty-five thousand dollars (\$25,000) shall require a payment bond in an amount not less than 100 percent of the total amount payable pursuant to the public works contract.

Sec. 1-49. Public project informal bidding procedures.

Sec. 1-49(1). Public projects which are subject to the informal bidding procedures as set forth in Section 1-48, shall be awarded to the lowest responsible bidder in accordance with the Public Contract Code Section 22000 et seq.

Sec. 1-49(2). Contractors list. The Fire Authority shall maintain a list of qualified contractors, identified according to categories of work. The development and maintenance of the list shall be in accordance with the provisions in the Public Contract Code Section 22034 and criteria established from time to time by the California Uniform Construction Cost Accounting Commission.

Sec. 1-49(3). Notice inviting informal bids. All contractors on the list of qualified contractors for the category of work to be bid or all construction trade journals as specified in the Public Contract Code Section 22036, or both, shall be sent a notice inviting informal bids unless the product or service delivery is proprietary. Additional contractors and/or construction trade journals may be notified at the discretion of the Chief Procurement Officer. If there is no list of qualified contractors maintained by the Fire Authority for the particular category of work to be performed, the notice shall be sent to the construction trade journals specified by the Commission.

Sec. 1-49(4). Sending notices and descriptions of project. All sending of notices to contractors and construction trade journals pursuant to Section 1-49(3) shall be completed not fewer than ten calendar days before bids are due. The notice inviting informal bids shall describe the project in general terms, how to obtain more detailed information about the project, and state the time and place for the submission of bids.

Sec. 1-49(5). Award of informal bids. The Chief Procurement Officer is authorized to award informal bids for public projects.

Sec. 1-49(6). Bids in excess of the formal bid limit. If all bids received are in excess of the amount set forth in Public Contract Code Section 22032(b), as may be amended from time to time, the Board of Directors may by passage of a resolution by a four-fifths vote, award the contract, to the lowest responsible bidder, if it determines the cost estimate was reasonable and the contract amount will not exceed the amount set forth in Public Contract Code Section 22034(d), as may be amended from time to time.

Sec. 1-50. Public project formal bidding procedures.

Sec. 1-50(1). Public projects which are subject to formal bidding procedures, shall be awarded to the lowest responsive and responsible bidder in accordance with the procedures set forth in this section.

Sec. 1-50(2). Notice inviting formal bids. The notice inviting bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least fourteen (14) calendar days before the date of opening the bids, in a newspaper of general circulation within the jurisdiction of the Fire Authority. The notice inviting formal bids shall also be sent electronically to all construction trade journals specified for the County of Orange in the Public Contract Code Section 22036 at least fifteen (15) calendar days before the date of bid opening. In addition to notice required by this section, the Fire Authority may give other notice as it deems proper.

Sec. 1-50(3). Adopt plans. The Board of Directors of the Fire Authority shall adopt plans, specifications, and working details for all public projects as required by Public Contract Code 22039, exceeding the amount specified in the Public Contract Code Section 22032(c).

Sec. 1-50(4). Bidder security. All formal public projects shall require bidder's security as required by state law. Bid security shall be in an amount equal to at least ten percent of the amount bid, or such other amount as may be set forth in Public Contract Code Section 20171, as may be amended from time to time. Any bid bond submitted shall be executed by an admitted surety insurer which meets the rating requirements established by the risk manager or designee, made payable to the Fire Authority.

Sec. 1-50(5). Prequalification. The Fire Authority may require bidders to meet certain criteria in order to be placed upon a bidder's list to bid on formal public projects.

Sec. 1-50(6). Award of formal bids. The Board of Directors of the Fire Authority shall award all formal public works projects.

Sec. 1-51. Procurement of professional design services.

Contracts for professional design services shall be solicited and selected in accordance with Government Code Section 4525 et seq. through a request for qualifications.

Sec. 1-52. Procurement of construction services.

Contracts for construction services shall be solicited through a design-bid build or a design-build process in accordance with Public Contract Code Section 22160 et seq. except as otherwise provided for in Section 1-53. The Board of Directors or delegated authority shall award all contracts for construction services in accordance with the state requirements and this code.

Sec. 1-53. Public project emergencies procedure.

In cases of emergency, when repair or replacements are necessary to permit the continued conduct of the operation or services of the Fire Authority or to avoid danger to life or property, the Chair or Vice Chair of the Board of Directors, after making a finding that the emergency will not permit a delay resulting from a competitive solicitation for bids and, that the action is necessary to respond to the emergency, may by a four-fifths vote, proceed at once to replace or repair any public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services and supplies for those purposes, without giving notice for bids to let contracts. The Fire Chief shall have the power to declare a public emergency when it is impractical to convene a meeting of the Board of Directors, subject to confirmation by the Board, by a four-fifths vote, at its next meeting and reviewed at least at every

regularly scheduled meeting thereafter until the action is terminated. This procedure shall be subject to any other requirements of Public Contract Code Sections 22035 and 22050, as may be amended from time to time.

Sec. 1-54--1-57. Reserved.

ARTICLE VI. CONTRACT TERMS AND CONDITIONS

Sec. 1-58. Contract terms and conditions.

All Fire Authority contracts shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The Chief Procurement Officer shall have the authority to establish and modify any such terms and conditions.

Secs. 1-59--1-61. Reserved.

ARTICLE VII. COST PRINCIPLES

Sec. 1-62. Cost principles.

The Chief Procurement Officer shall establish cost principles which shall be used to determine the allowability of incurred costs for the purpose of reimbursing costs under contract provisions which provide for the reimbursement of costs.

Sec. 1-63. Cost or pricing data.

The submission of current cost or pricing data may be required in connection with any award, change order or contract modification.

Secs. 1-64, 1-65. Reserved.

ARTICLE VIII. MATERIALS MANAGEMENT

Sec. 1-66. Definitions.

In this article, unless the context otherwise requires:

Sec. 1-66(1). "Property" means controlled fixed assets including supplies, materials or equipment with a useful life of more than one (1) year and value greater than \$5,000.

Sec. 1-66(2). "Property transfer" means the transfer of controlled fixed assets between using agencies or transfer of property to or from the surplus property program.

Sec. 1-66(3). "Surplus property" means property no longer needed by using department for their operations, property in poor or non-working condition, or property that is a by-product (e.g. scrap metal, used tires and oil, etc.).

Sec. 1-67. Materials management guidelines.

The Chief Procurement Officer shall establish guidelines as may be required governing:

Sec. 1-67(1). The transfer of surplus property and operation of the surplus property program.

Sec. 1-67(2). The sale or disposal of surplus property, by auction, competitive sale or other authorized method.

Sec. 1-67(3). The trade-in of surplus property for purchase of new equipment.

Sec. 1-68. Inventory management.

The Chief Procurement Officer shall manage the Fire Authority service center which provides warehousing services including inventory management, shipping, receiving, storing, issuing and servicing of supplies and inventory for the Fire Authority. The Chief Procurement Officer will establish policies and procedures required for efficient and effective operation of the inventory system including the purchase of inventory, sale or other disposal of inventory items no longer needed, delivery and other services provided to using agencies.

Sec. 1-69. Disposition of surplus property.

Sec. 1-69(1). The Chief Procurement Officer will operate a surplus property program for the purpose of receiving, storing, transferring, or selling surplus property no longer needed by using agencies.

Sec. 1-69(2). Using agencies shall request department authorization to transfer controlled fixed assets to another using department, or to request transfer of property into or from the surplus property program.

Sec. 1-69(3). Unless otherwise provided for, surplus property no longer needed by any using department shall be offered through competitive sale to the highest responsible bidder.

Sec. 1-69(4). Unless otherwise provided, all proceeds from the sale of surplus property will be deposited into the Fire Authority's general fund. Proceeds from sale of enterprise, federal, grant or other special designation property will be reimbursed, less pro-rated selling expenses, to the appropriate fund, after completion of each sale.

Sec. 1-69(5). If surplus property has an estimated value of less than five thousand dollars (\$5,000) and it is proposed that the property may be donated, the Chief Procurement Officer has the authority to determine whether the proposed donation of the surplus property to another local agency or non-profit organization meets the intent of the California Constitution whereby when a public agency gives a surplus item to another organization, the item must be used for a public purpose of interest and benefit generally to the people of the agency's jurisdiction and in keeping with the agency's purpose. Said donations shall require the prior approval of the Fire Chief and a release of liability to the Fire Authority from the agency accepting the donated surplus property. Any request for donation with a fair market value exceeding five thousand dollars (\$5,000) shall require prior approval by the Board of Directors or the Executive Committee.

Sec. 1-69(6). If surplus property is deemed to have historical significance by the Fire Chief and or/his designee, the historical property will be transferred and placed in the custody of a designated section manager for safe keeping.

Secs. 1-70--1-74. Reserved.

ARTICLE IX. LEGAL AND CONTRACTUAL REMEDIES

Sec. 1-75. Definitions.

In this article, unless the context otherwise requires:

Sec. 1-75(1). "Adequate evidence" means more than mere accusation but less than substantial evidence. Consideration shall be given to the amount of credible information available, reasonableness in view of surrounding circumstances, corroboration, and other inferences that may be drawn from the existence or absence of affirmative facts.

Sec. 1-75(2). "Contract claim" means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, payment in a sum certain, adjustment or interpretation of contract terms, or other relief arising under or relating to the contract.

Sec. 1-75(3). "Filed" means delivery to the contract officer or to the Chief Procurement Officer, whichever is applicable. A time and date of receipt shall be documented in a verifiable manner for purposes of filing.

Sec. 1-75(4). "Governing instruments" means those legal documents that establish the existence of an organization and define its powers including articles of incorporation or association, constitution, charter and by-laws.

Sec. 1-75(5). "Interested party" means an actual or prospective bidder, respondent or offeror whose economic interest may be affected substantially and directly by the issuance of a solicitation, the award of a contract or by the failure to award a contract. Whether an economic interest exists will depend upon the circumstances of each case. An interested party does not include a supplier, subconsultant or subcontractor to an actual or prospective bidder, respondent or offeror.

Sec. 1-75(6). "Receipt" means the earlier of actual receipt or the first attempted delivery by certified mail, or by any other means that provides evidence of the attempt, to the persons last known address.

Sec. 1-75(7). "Substantial evidence" means such relevant evidence as a reasonable person might accept as sufficient to support a particular conclusion.

Sec. 1-76. Authority of the Chief Procurement Officer.

The Chief Procurement Officer shall have the authority to settle and resolve protests and contract claims. Appeals from the decisions of the Chief Procurement Officer may be made to the Fire Chief pursuant to the provisions of this article.

Sec. 1-77. Right to protest.

Any actual interested party who is aggrieved in connection with the solicitation or award of a contract may protest to the Chief Procurement Officer.

Sec. 1-78. Filing of a protest.

Sec. 1-78 (1). "Content of protest". The protest shall be in writing and shall include the following information:

- (a) The name, address, telephone number and email address of the protestant;

- (b) The signature of the protestant or its representative;
- (c) Identification of the solicitation or contract number;
- (d) A detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and
- (e) The form of relief requested.

Sec. 1-79. Time for filing protests.

Sec. 1-79(1). Protests concerning improprieties in a solicitation. Protests based upon alleged improprieties in a solicitation that are apparent before the solicitation due date shall be filed not less than five (5) working days before the solicitation due date.

Sec. 1-79(2). In cases other than those covered in subsection (1) of this section, protests shall be filed within seven (7) days after the aggrieved person knows or should have known of the facts giving rise thereto; however, in no event shall the protest be filed later than seven (7) days after issuance of intent to award.

Sec. 1-79(3). The Chief Procurement Officer, without waiving the Fire Authority's right to dismiss the protest for lack of timeliness, may consider any protest that is not filed timely.

Sec. 1-79(4). The Chief Procurement Officer shall give notice of the protest to the successful contractor if award has been made or, if no award has been made, to all interested parties. Interested parties have the right to intervene.

Sec. 1-80. Stay of procurements during the protest.

In the event of a timely protest under Section 1-79, the Fire Authority may proceed further with the solicitation or with the award of the contract unless the Chief Procurement Officer makes a written determination that there is a reasonable probability that the protest will be sustained or that the stay of procurement is not contrary to the substantial interests of the Fire Authority.

Sec. 1-81. Confidential information.

Sec. 1-81(1). Material submitted by a protestant shall not be withheld from any interested party except to the extent that the withholding of information is permitted or required by law or as determined pursuant to Section 1-6.

Sec. 1-81(2). If the protestant believes the protest contains material that should be withheld, a statement advising the Chief Procurement Officer of this fact shall accompany the protest submission in accordance with Section 1-6.

Sec. 1-82. Decision by the Chief Procurement Officer.

Sec. 1-82(1). The Chief Procurement Officer shall issue a written decision within fourteen (14) days after a protest has been filed pursuant to Section 1-78. The decision shall contain an explanation of the basis of the decision.

Sec. 1-82(2). The Chief Procurement Officer shall furnish a copy of the decision to the protestant, by e-mail and/or certified mail, return receipt requested, or by any other method that provides evidence of receipt.

Sec. 1-82(3). The time limit for decisions set forth in subsection (1) of this section may be extended by the Fire Chief for a reasonable time not to exceed thirty (30) days. The Chief Procurement Officer shall notify the protestant in writing that the time for the issuance of a decision has been extended and the date by which a decision will be issued.

Sec. 1-82(4). If the Chief Procurement Officer fails to issue a decision within the time limits set forth in subsection (1) or (3) of this section, the protestant may proceed as if the Chief Procurement Officer had issued an adverse decision.

Sec. 1-82(5). The Chief Procurement Officer's decision shall contain a statement regarding the appeals process that is available pursuant to this article.

Sec. 1-83. Remedies.

Sec. 1-83(1). If the Chief Procurement Officer sustains the protest in whole or part and determines that a solicitation, evaluation process, proposed contract award, or contract award does not comply with the procurement code, the Chief Procurement Officer shall implement an appropriate remedy.

Sec. 1-83(2). In determining an appropriate remedy, the Chief Procurement Officer shall consider all the circumstances surrounding the procurement or proposed procurement including, but not limited to:

- (a) The seriousness of the procurement deficiency;
- (b) The degree of prejudice to other interested parties or to the integrity of the procurement process;
- (c) The good faith of the parties;
- (d) The extent of performance;
- (e) Costs to the Fire Authority;
- (f) The urgency of the procurement; and
- (g) The impact of the relief on the using department's mission.

Sec. 1-83(3). An appropriate remedy may include one or more of the following:

- (a) Reject all bids, responses or proposals;
- (b) Terminate the contract;
- (c) Reissue the solicitation;
- (d) Issue a new solicitation;
- (e) Award a contract consistent with the procurement code;
- (f) Such other relief as is determined necessary to ensure compliance with the General Law and this code.

Sec. 1-84. Appeals to the Fire Chief.

Sec. 1-84(1). Appeal. An appeal from a decision entered or deemed to be entered by the Chief

Procurement Officer shall be filed with the Fire Chief within seven (7) days from the date the decision is issued. The appellant shall also file a copy of the appeal with the Chief Procurement Officer.

Sec. 1-84(2). Content of appeal. The appeal shall contain:

- (a) The information set forth in Section 1-78, including the identification of confidential information in the manner set forth in Section 1-81;
- (b) A copy of the decision of the Chief Procurement Officer; and
- (c) The precise factual or legal error in the decision of the Chief Procurement Officer from which an appeal is taken.

Sec. 1-85. Notice of appeal.

Sec. 1-85(1). The Fire Chief shall give notice of the appeal to the successful contractor if award has been made or, if no award has been made, to interested parties. Such interested parties shall have the right to request copies of the appeal and to intervene in the proceedings.

Sec. 1-85(2). The Fire Chief shall, upon request, furnish copies of the appeal to those named in subsection (1) of this section subject to the provisions of Section 1-81.

Sec. 1-86. Stay of procurement during appeal.

If an appeal is filed during the procurement and before an award of a contract and the procurement or award of the contract was stayed by the Chief Procurement Officer pursuant to Section 1-80, the filing of an appeal shall automatically continue the stay unless the Fire Chief makes a written determination that the procurement or award of the contract without delay is necessary to protect substantial interests of the Fire Authority.

Sec. 1-87. Chief Procurement Officer's report.

Sec. 1-87(1). Report. The Chief Procurement Officer shall file a report on the appeal with the Fire Chief within seven (7) days from the date the appeal is filed. At the same time, Chief Procurement Officer shall furnish a copy of the report to the appellant by e-mail and/or certified mail, return receipt requested or any other method that provides evidence of receipt, and to any interested parties who have responded to the notice given pursuant to Section 1-85(2). The report shall contain copies of:

- (a) The appeal;
- (b) Any other documents that are relevant to the protest; and
- (c) A statement by the Chief Procurement Officer setting forth findings, actions, recommendations and any additional evidence or information necessary to determine the validity of the appeal.

Sec. 1-87(2). Extension for filing of report.

- (a) The Chief Procurement Officer may request in writing an extension of the time period setting forth the reason for extension.
- (b) The Fire Chief's determination on the request shall be in writing, state the reasons for the determination and, if an extension is granted, set forth a new date for the submission of the report. The Chief Procurement Officer shall notify the appellant in writing that the time for the submission of the report has been extended and the date by which the report will be submitted.

Sec. 1-87(3). Comments on report.

- (a) The appellant shall file comments on the Chief Procurement Officer's report with the Fire Chief within seven (7) days after receipt of the report. Copies of the comments shall be provided by the appellant to the Chief Procurement Officer and all other interested parties. The comments must contain a statement or confirmation as to the appellant's requested form of relief.
- (b) The Fire Chief may grant an extension on the time period to file comments pursuant to a written request made by the appellant within the period set forth in subsection (3)(a) of this section stating the reason an extension is necessary. The Fire Chief's determination on the request shall be in writing, state the reasons for the determination and, if the extension is granted, set forth a new date for the filing of comments. The Fire Chief shall notify the Chief Procurement Officer of any extension.

Sec. 1-88. Dismissal by the Fire Chief.

The Fire Chief shall dismiss, upon a written determination, an appeal if:

Sec. 1-88(1). The appeal does not state a valid basis, including a detailed statement of the legal and factual grounds, for protest; or

Sec. 1-88(2). The appeal is untimely pursuant to Section 1-84(1).

Sec. 1-89. Remedies.

If the Fire Chief sustains the appeal in whole or part and determines that a solicitation, evaluation process, proposed award, or award does not comply with the general law and/or this code, remedies may be implemented pursuant to Section 1-83.

Sec. 1-90. Filing of a contract claim.

Sec. 1-90(1). "Content of claim". The claim shall be in writing and shall include the following information:

- (a) The name, address, telephone number and email address of the claimant;
- (b) The signature of the claimant or its representative;
- (c) Identification of the solicitation or contract number;
- (d) A detailed statement of the legal and factual grounds of the claim including copies of relevant documents; and
- (e) The form of relief requested.

Sec. 1-91. Chief Procurement Officer's decision.

Sec. 1-91(1). Written decision. If a contract claim cannot be resolved by mutual agreement, the Chief Procurement Officer shall, upon a written request by the contractor for a final decision, issue a written decision no more than sixty (60) days after the request is filed. Before issuing a final decision, the Chief Procurement Officer shall review the facts pertinent to the contract claim or controversy and secure any necessary assistance from legal, financial, procurement, and other advisors.

Sec. 1-91(2). Final decision. The Chief Procurement Officer shall furnish a copy of the decision to the contractor, by certified mail, return receipt requested, or by any other method that provides evidence

of receipt. The decision shall include:

- (a) A description of the claim;
- (b) A reference to the pertinent contract provision;
- (c) A statement of the factual areas of agreement or disagreement;
- (d) A statement of the Chief Procurement Officer's decision, with supporting rationale;
- (e) A statement regarding the appeals process that is available pursuant to this article.

Sec. 1-92. Issuance of a timely decision.

Sec. 1-92(1). The time limit for decisions set forth in Section 1-91(1) may be extended for good cause. The Chief Procurement Officer shall notify the contractor in writing that the time for the issuance of a decision has been extended and the date by which a decision is anticipated.

Sec. 1-92(2). If the Chief Procurement Officer fails to issue a decision within sixty (60) days after the request on a claim is filed or within the time prescribed under subsection (1) of this section, the contractor may proceed as if the Chief Procurement Officer had issued an adverse decision.

Sec. 1-93. Appeals to the Fire Chief.

Sec. 1-93(1). Appeal of final decision. An appeal of a final decision of a Chief Procurement Officer on a claim shall be filed with the Fire Chief within five (5) days from the date the decision is received. The appellant shall also file a copy of the appeal with the Chief Procurement Officer.

Sec. 1-93(2). Content of appeal. The appeal shall contain a copy of the decision of the Chief Procurement Officer and the basis for the precise factual or legal error in the decision of the Chief Procurement Officer from which an appeal is taken.

Sec. 1-93(3). Final decision, mediation service or arbitration. The Fire Chief may make the final decision in accordance with Section 1-97 or to refer to mediation services in accordance with Section 1-95 or refer to arbitration in accordance with Section 1-96.

Sec. 1-94. Fire Authority claims against a contractor.

All contract claims asserted by the Fire Authority against a contractor that are not resolved by mutual agreement shall promptly be referred by the Chief Procurement Officer to the Fire Chief for a final decision in accordance with Section 1-97, or mediation, in accordance with Section 1-95, or arbitration in accordance with Section 1-96.

Sec. 1-95. Mediation.

Contract claims may be resolved utilizing mediation services if the Fire Chief determines the use of such services is in the best interest of the Fire Authority.

Sec. 1-96. Arbitration.

Contract claims may be resolved utilizing arbitration if the Fire Chief determines the use of arbitration is in the best interest of the Fire Authority. The claim shall be settled by arbitration in accordance with the current construction industry arbitration rules of the American Arbitration Association or, at the option of the Fire Authority, in accordance with the provisions of the California Arbitration Act (CAA) (Cal. Civ. Proc. Code §§ 1280-1294.2) or the Federal Arbitration Act (FAA) (9 U.S.C. §§ 1-16, 201-208, 301-307).

Sec. 1-97. Final decision by the Fire Chief.

Sec. 1-97(1). The Fire Chief may affirm, modify, or reject the Chief Procurement Officer's decision in whole or in part, or make any other appropriate disposition.

Sec. 1-97(2). A decision by the Fire Chief shall be final. The decision shall be sent to all parties by e-mail, certified mail, return receipt requested or by any other method that provides evidence of receipt. If a stay was issued, the final decision by the Fire Chief shall lift any such stay, unless the Fire Chief determines that the continued stay is necessary to protect the substantial interest of the Fire Authority.

Sec. 1-98. Judicial review of protests or claims.

Any decision of the Fire Chief regarding a protest (§ 1-77 et seq.) or claim (§ 1-90 et seq.) under this code shall be final. Exhaustion of the procedures set forth in this code shall be a condition precedent to any person seeking judicial review of a final decision by the Fire Chief.

Sec. 1-99. Exclusive remedy.

Notwithstanding any law to the contrary, this article shall provide the exclusive procedure for asserting a claim or cause of action against the Fire Authority arising in relation to any procurement conducted under this code.

Secs. 1-100--1-115. Reserved.

ARTICLE X. COOPERATIVE PURCHASING

Sec. 1-116. Definitions.

In this article, unless the context otherwise requires:

Sec. 1-116(1). "Cooperative purchasing" means procurement conducted by, or on behalf of, more than one public procurement unit.

Sec. 1-116(2). "Eligible public procurement unit" means any state, county, city, town, and any other political subdivision, public authority, educational, health or other institution, and to the extent provided by law, any other entity which expends public funds for the procurement of supplies, services and construction, and any not-for-profit entity.

Sec. 1-117. Applicability.

Agreements entered into pursuant to this article shall be limited to the areas of procurement, warehousing or materials management.

Sec. 1-118. Cooperative purchasing authorized.

The Fire Authority may participate in, sponsor, conduct or administer a cooperative purchasing agreement for the procurement of any materials, services, or construction with one or more eligible procurement units in accordance with an agreement entered into between the participants. Such cooperative purchasing may include, but is not limited to joint or multi-party contracts between public procurement unit and open-ended public procurement unit contracts that are made available to other public procurement units. Parties under a cooperative purchasing agreement may:

Sec. 1-118(1). Sponsor, conduct or administer a cooperative agreement for the procurement or disposal of any materials, services, or construction.

Sec. 1-118(2). Cooperatively use materials or services.

Sec. 1-118(3). Commonly use or share warehousing facilities, capital equipment and other facilities.

Sec. 1-118(4). Provide personnel, except that the requesting eligible procurement unit may pay the public procurement unit providing the personnel the direct and indirect cost of providing the personnel, in accordance with the agreement.

Sec. 1-118(5). On request, make available to other eligible public procurement units informational, technical or other services that may assist in improving the efficiency or economy of procurement. The public procurement unit furnishing the informational or technical services has the right to request reimbursement for the reasonable and necessary costs of providing such services.

The activities described in paragraphs (1) through (5) do not limit the activities of parties under a cooperative purchasing agreement.

Sec. 1-119. Cooperative purchasing source selection methods.

All cooperative purchasing conducted under this Article shall be through contracts awarded by a public agency through full and open competition, including use of source selection methods substantially equivalent to those specified in Article III (Source Selection and Contract Formation) of this code.

Secs. 1-120, 1-121. Reserved.

ARTICLE XI. RESERVED

Secs. 1-122--1-126. Reserved.

ARTICLE XII. ETHICS IN PUBLIC CONTRACTING

Sec. 1-127. Procurement Ethics Standards

Sec. 1-127(1). The Chief Procurement Officer, as well as those involved in Fire Authority procurement shall discharge their duties in accordance with high ethical standards by practicing their profession with integrity, honesty, truthfulness and adherence to the absolute obligation to safeguard the public trust.

Sec. 1-127(2). The Chief Procurement Officer, as well as those involved in Fire Authority procurement, shall be subject to the Conflict of Interest Code and subsequent amendments adopted by the Fire Authority.

Sec. 1-127(3). The Chief Procurement Officer shall adopt a Procurement Ethics Policy and Procedures applicable to all Fire Authority procurement functions.

Secs. 1-128--1-130. Reserved.

**ORANGE COUNTY FIRE AUTHORITY
Roles/Responsibilities/Authorities**

Attachment 3

All authority rests with the Board of Directors unless it is delegated by statute or board action. When delegated, these authorities are further defined by contracts, resolutions, policies, or other board actions. The following chart defines OCFA's levels of authority. The Board of Directors has the authority to change these delegations within the parameters of legal and contractual restrictions.

	Authority Management	Executive Committee	Board of Directors
Commodity purchases (materials, equipment & supplies) Ord. 8, Sec. 1-3(18)	Approve purchase of all commodities contracts (selection process per Ord. 8, per Art. III selection process or Art. X cooperative purchasing).		Approve commodity purchases with the annual adoption of the budget, no further approval is required.
Fixed asset purchases	Approve purchase of all fixed asset contracts (selection process per Ord. 8 per Art. III selection process or Art. X cooperative purchasing) within the budgeted amount approved by the Board of Directors.	Approve purchase of fixed assets that exceed the budgeted amount by more than 15% or \$100,000 (whichever is less).	Approve purchase of fixed assets included in the annual budget with the annual adoption of the budget, no further approval is required.
Professional and Consulting Services Contracts - general <i>services and consulting including architectural, engineering, and project management services.</i>	Approve all professional and consulting service contracts (selection process per Ord. 8, Art. III, or Art. X) for annual contract where the annual value to any one firm is less than \$100,000. Approve multi-year contracts (maximum five years) so long as the total annual contract amount does not exceed Authority Management.	Approve all professional and consulting service contracts in which the annual contract value to any one firm exceeds \$100,000. Contract extensions beyond the initial contract term and allowable contract extensions (exceeding five years) will require Executive Committee approval prior to contract extension.	

**ORANGE COUNTY FIRE AUTHORITY
Roles/Responsibilities/Authorities**

	Authority Management	Executive Committee	Board of Directors
<p>Contract Duration</p> <p>Five years (three years plus two additional one-year periods)</p> <p><i>Applies to contracts exceeding small purchases as defined in Ord. 8 Sec 1-20</i></p>	<p>Approve extension of contracts within management delegated authority for contracts with a duration up to five years.</p>	<p>Approve extension of contracts exceeding five years or contracts that exceed management delegated authority.</p>	
<p>Maintenance Service Contracts - includes <i>repair and maintenance for facilities & equipment</i>.</p>	<p>Approve all maintenance service contracts (selection process per Ord. 8, Art. III, or Art. X) for annual contract where the annual value to any one contractor is less than \$200,000.</p> <p>Approve multi-year contracts (maximum five years) so long as the total annual contract amount does not exceed Authority Management.</p> <p>Approve maintenance service contract increases within limits delegated herein to Authority Management.</p>	<p>Approve all maintenance service contracts in which the annual value to any one contractor exceeds \$200,000.</p> <p>Contract extensions beyond the initial contract term and allowable contract extensions (five year maximum) will require Executive Committee approval prior to contract extension.</p>	
<p>Change Orders/ Modifications Professional & Consulting Service Contract Amendments (<i>Non Public Projects</i>)</p>	<p>For professional & consulting service contracts within the limits delegated herein to Authority Management, approve change orders in any amount so long as the revised amount remains within the delegated limits.</p> <p>For contracts originally approved by the Executive Committee or Board of Directors, approve change orders within the original scope of work, less than 15%.</p>	<p>Approve change order/modifications to professional & consulting service contracts with original or revised values that exceed those amounts delegated herein to Authority Management.</p>	.

**ORANGE COUNTY FIRE AUTHORITY
Roles/Responsibilities/Authorities**

	Authority Management	Executive Committee	Board of Directors
Emergency Purchases (commodity and service contracts)	Approve emergency purchases, as defined in Ord. 8, Sec. 1-3(14) & Sec. 1-22, up to the amounts delegated to Authority Management herein for purchases following standard selection process.	Purchases in excess of the amounts delegated to Authority Management require prior approval of Chair or Vice Chair and must be reported at the next Executive Committee meeting.	
Sole Source Contracts	Approve any sole source contract less than \$50,000 annually, so long as acceptable justification is provided by the using department per the requirements in Ord. 8, Sec. 1-21.	Approve any sole source contract when the annual amount exceeds \$50,000 or the three-year aggregate amount exceeds \$150,000. <i>Sole source justification form is a required attachment to the staff report.</i>	
Special Procurement Contracts – <i>utilized when it is in the best interest of OCFA to award a contract without bidding requirements and the procurement does not meet the definition of a sole source.</i>	Approve any special procurement contract less than \$50,000 annually, so long as acceptable justification is provided by the using department per the requirements in Ord. 8, Sec. 1-23.	Approve any special procurement contract when the annual amount exceeds \$50,000 or the three-year aggregate amount exceeds \$150,000. <i>Special procurement justification form is a required attachment to the staff report.</i>	
Public Projects - Informal & Formal as set forth in the California Public Contract Code Section 22032.	Approve all informal public projects in amounts up to the statutory limits authorized by Public Contract Code Section 22032 (Projects under \$200,000 effective 1-1-19).		Approve all formal public works contracts in amounts at or above the statutory limits authorized by Public Contract Code Section 22032(Projects over \$200,000 effective 1-1-19).

**ORANGE COUNTY FIRE AUTHORITY
Roles/Responsibilities/Authorities**

	Authority Management	Executive Committee	Board of Directors
Public Projects - Change Orders/ Modifications for informal and formal Public Projects as set forth in Public Contract Code Section 22032	<p>For informal public projects within the original scope of work, approve change orders in any amount so long as the revised total remains below the statutory limits authorized by Public Contract Code Section 22032 (b).</p> <p>For formal public projects originally approved by the Board of Directors, approve change orders within the original scope of work up to 15% of original contract amount.</p>		Approve change order/modification on formal public projects over 15% of original contract amount.
Public Projects – Emergency as defined in Public Contract Code Sections 22035 and 22050 (Ord. 8, Sec. 1-53)	Fire Chief or designee has authority to declare an emergency and authorize procurement of construction services and supplies without the competitive bidding requirements when it is impactable to convene a meeting of the Board of Directors prior to addressing the emergency needs.		Authorize exemption from procurement requirements by four-fifths vote (at next scheduled meeting) as required per Public Contract Code Sections 22035 and 22050.
Accept Real Property Interests	Accept interest in real property if the Board of Directors or Executive Committee has previously approved.		Approve Purchase Agreements for the acquisition of real property.

Orange County Fire Authority

Purchasing Provisions for Sole Source, Special Procurements, and Dollar Thresholds Delegated to Management

Budget & Finance Committee
April 14, 2021



Sole Source Procurements

(See Staff Report and Ordinance for full detailed definition)

- **A contract may be awarded without competition when the Chief Procurement Officer determines in writing, after conducting a good faith review of available sources, that there is only one source for the required material, service, or construction item**
- **Sole source procurements exceeding an annual amount of \$50,000 or three-year aggregate amount of \$150,000 must be approved by the Executive Committee or Board of Directors**
- **Sole source procurements shall be avoided, except where no reasonable alternative sources exist**

Special Procurements

(See Staff Report and Ordinance for full detailed definition)

- **The Executive Committee or Board of Directors may authorize procurements above the small purchase amount specified in Section 1-20 (\$50,000) when it would be in the best interest of the Fire Authority to accomplish the procurement without competitive bidding or RFP**
- **Staff is not authorized to approve special procurements – only the Executive Committee or Board of Directors may authorize this provision**

Dollar Thresholds Delegated to Management

- **Aside from small dollar transactions (training enrollment, conference registration, etc.), OCFA managers cannot make purchases without going through the OCFA's Purchasing Division for completion of the purchase**
 - This includes upper levels of management such as Division Chiefs, Administrative Managers, Executive Management, and the Fire Chief
- **Per the Ordinance, the Chief Procurement Officer may complete purchases within the dollar thresholds delegated to "Authority Management" per the roles and responsibilities matrix (for competitively bid procurements)**
 - Professional and consulting services less than \$100,000/year (up to 5-year term)
 - Maintenance services less than \$200,000/year (up to 5-year term)
 - Public works projects less than \$200,000

Sole Sources & Special Procurement Examples

Sole Source	Special Procurement
1. Vendor: Teleflex, Inc. Service/Product: EZ-IO Infusion System Date Approved: 11/21/2019 (Renewal)	1. Vendor: Allstar Fire Equipment Company Service/Product: Lion Firefighter Turnouts and Gloves Date Approved: 2/27/2020 (Renewal)
2. Vendor: ESRI Service/Product: GIS Software Licensing, Maint. & Support Date Approved: 1/25/2018 (Renewal)	2. Vendor: Orange County Council of Governments Service/Product: Aerial Imagery Services OC Data Acquisition Partnership Participation (OCDAP) Date Approved: 6/25/2020
3. Vendor: Orange County Sheriff's Department Service/Product: 800 MHz Radio & 900 MHz Pager System Date Approved: 5/13/2020 (Renewal)	3. Vendor: The Counseling Team International (TCTI) Service/Product: Behavioral Health Services Date Approved: 10/26/2017
4. Vendor: UCSD Service/Product: Wildfire Cameras and Meteorological Systems Date Approved: 3/28/2019	4. Vendor: Courtney Aviation Service/Product: Aircraft for FIRIS Pilot Program Date Approved: 8/22/19

Renewal: represents the action of extending a contract or agreement that was previously approved by the Executive Committee or Board of Directors in order to continue current service or product delivery. In some instances renewals are recommended as a result of a prior RFP, RFI, or RFQ processes. As requested by a prior Board Chair, staff reports for renewals do not include the reference of "Sole Source" or "Special Procurement" in the staff report title. However, the reference is included in the recommended action.

5-year Analysis on the use of Sole Source & Special Procurements

	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21 (as of March 2021)
Standard Purchase & Blanket Orders (excluding SS & SP)	1,232	1,237	1,263	1,526	965
Sole Source (SS)	6 5 Renewals	9 11 Renewals	7 2 Renewals	2 3 Renewals	1 1 Renewal
Special Procurement (SP)	3 0 Renewals	6 1 Renewal	5 1 Renewal	7 4 Renewals	3 0 Renewals

Procurement 5-Year Average	
Standard Purchase & Blanket Orders	98.74%
Sole Source (SS)	0.78%
Special Procurement (SP)	0.48%

Questions?





Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
May 27, 2021

Agenda Item No. 4A
Public Hearing

Review of the Fiscal Year 2021/22 Proposed Budget

Contact(s) for Further Information

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Business Services Department

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714.573.6012

Tricia Jakubiak, Treasurer

triciajakubiak@ocfa.org

714.573.6301

Summary

This item presents the Fiscal Year 2021/22 Proposed General Fund and Capital Improvement Program (CIP) Budget for review by the Budget and Finance Committee.

Prior Board/Committee Action

The CIP Ad Hoc Committee reviewed the Proposed CIP Budget with staff on April 14, 2021, and provided support for moving the CIP Budget forward to the Budget and Finance Committee and Board of Directors for approval. The Committee provided the following recommendation:

- Include list of Fire Stations with age and date of last major renovation in next year's budget book.

The City Managers' Budget and Finance Committee reviewed the FY 2021/22 Proposed Budget with staff on April 20, 2021 and recommended that the OCFA Budget and Finance Committee and Board of Directors adopt the FY 2021/22 Budget, as submitted.

At the May 12, 2021, meeting, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda with modifications to the CIP for approval by 8-0 vote (Director Hasselbrink absent).

RECOMMENDED ACTION(S)

1. Conduct a Public Hearing.
2. Adopt the FY 2021/22 Proposed Budget as submitted.
3. Adopt the resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ADOPTING AND APPROVING THE APPROPRIATIONS BUDGET FOR THE ORANGE COUNTY FIRE AUTHORITY FOR FISCAL YEAR 2021/22.
4. Approve and authorize the temporary transfer of up to \$90 million from the Fund 190 Workers' Compensation Reserve Fund to the General Fund 121 to cover a projected temporary cash flow shortfall for FY 2021/22.
5. Approve and authorize the repayment of \$90 million borrowed funds from Fund 121 to Fund 190 along with interest when General Fund revenues become available in FY 2021/22.
6. Approve transfers from the General Fund 121 to CIP Funds and Settlement Agreement Fund totaling \$17,032,518.

Impact to Cities/County

The FY 2021/22 Proposed Budget results in a 4.5% increase in cash contract cities' base service charges. Total increases vary from city-to-city, based on added cost for new positions that are applicable to certain cities (for dollar impacts by city, please see page 27 of the Revenue section in the attached budget book).

Fiscal Impact

See attached FY 2021/22 Proposed Budget

Background

We are pleased to present the FY 2021/22 Proposed Budget for your review and consideration. As required by the Fiscal Health Plan and Financial Stability Budget Policy, this proposed General Fund budget meets our policy reserve requirements and is balanced for FY 2021/22 and for all five years of the five-year forecast. The FY 2021/22 Proposed Budget includes 1,535 funded positions with no position changes from the prior year. As a result of these factors, this budget provides a broad array of support to continue enhanced services to OCFA's jurisdictions.

Transfers from the General Fund to the CIP Funds and Settlement Agreement Fund are reflected in the proposed budget.

Attachment(s)

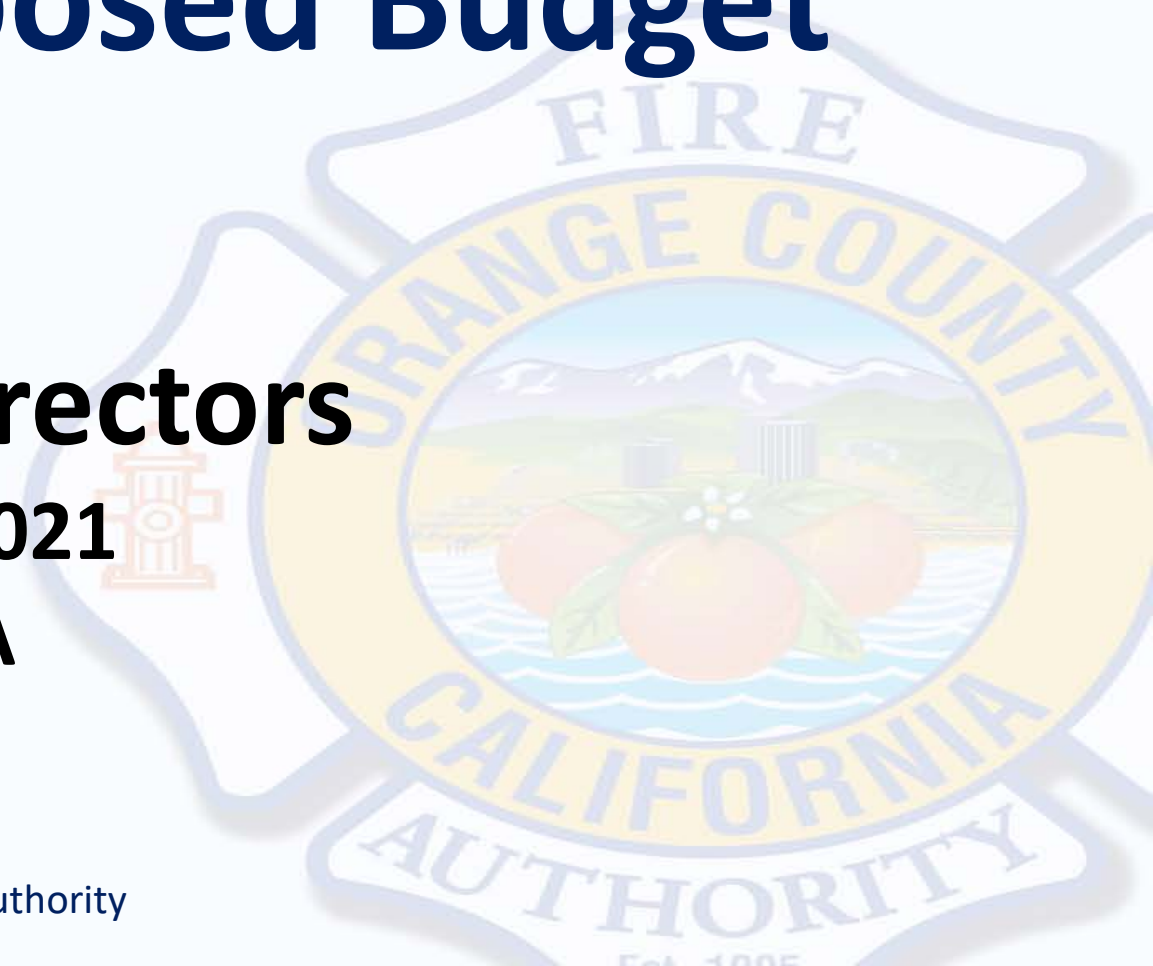
1. Proposed Budget PowerPoint Presentation
2. Proposed Resolution
3. FY 2021/22 Proposed Budget

FY 2021/22 Proposed Budget

Board of Directors

May 27, 2021

Item 4A



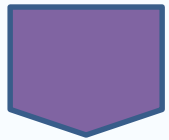
Agenda



Proposed 2021/22 General Fund Budget



Proposed 5-Year Capital Improvement Program



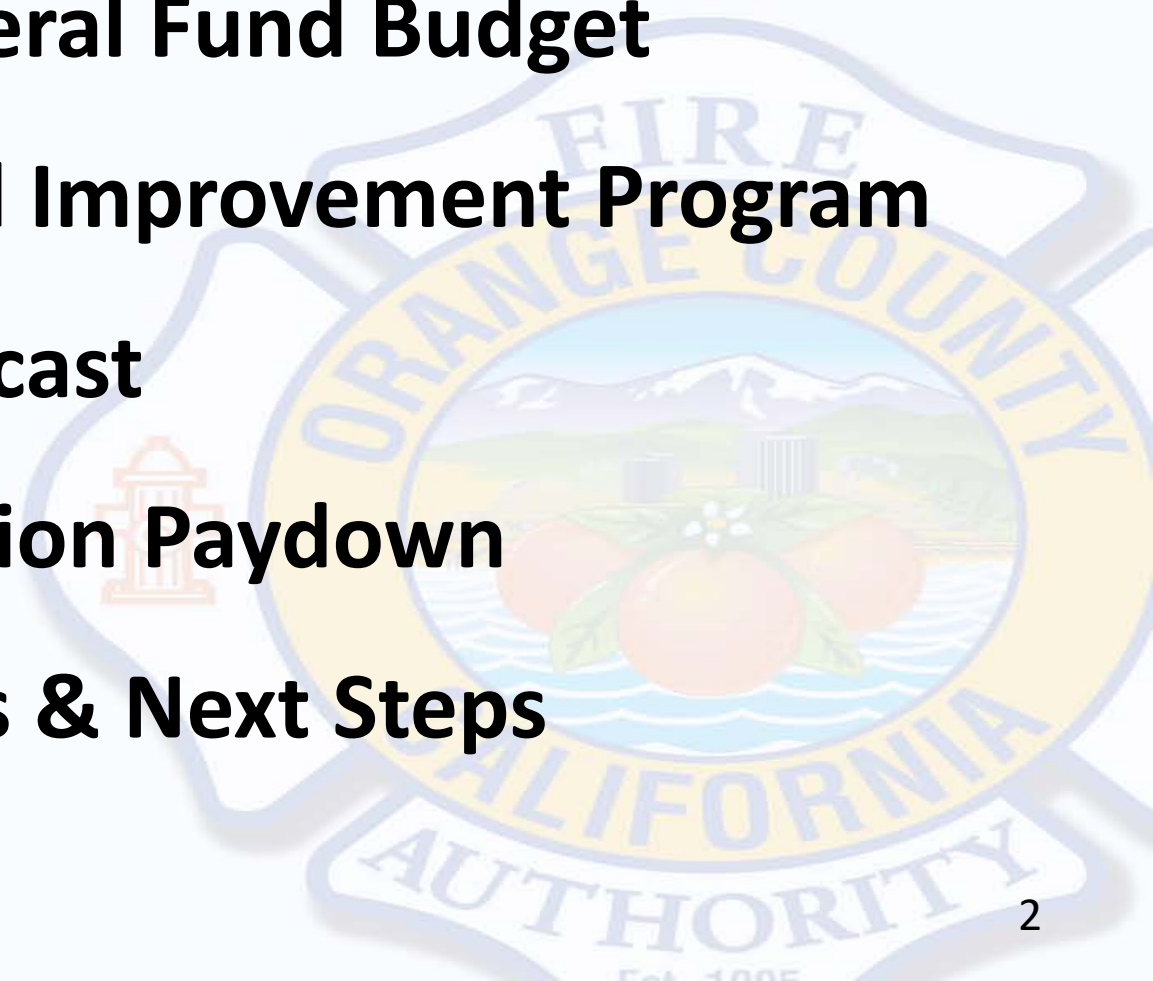
Updated Five-Year Forecast



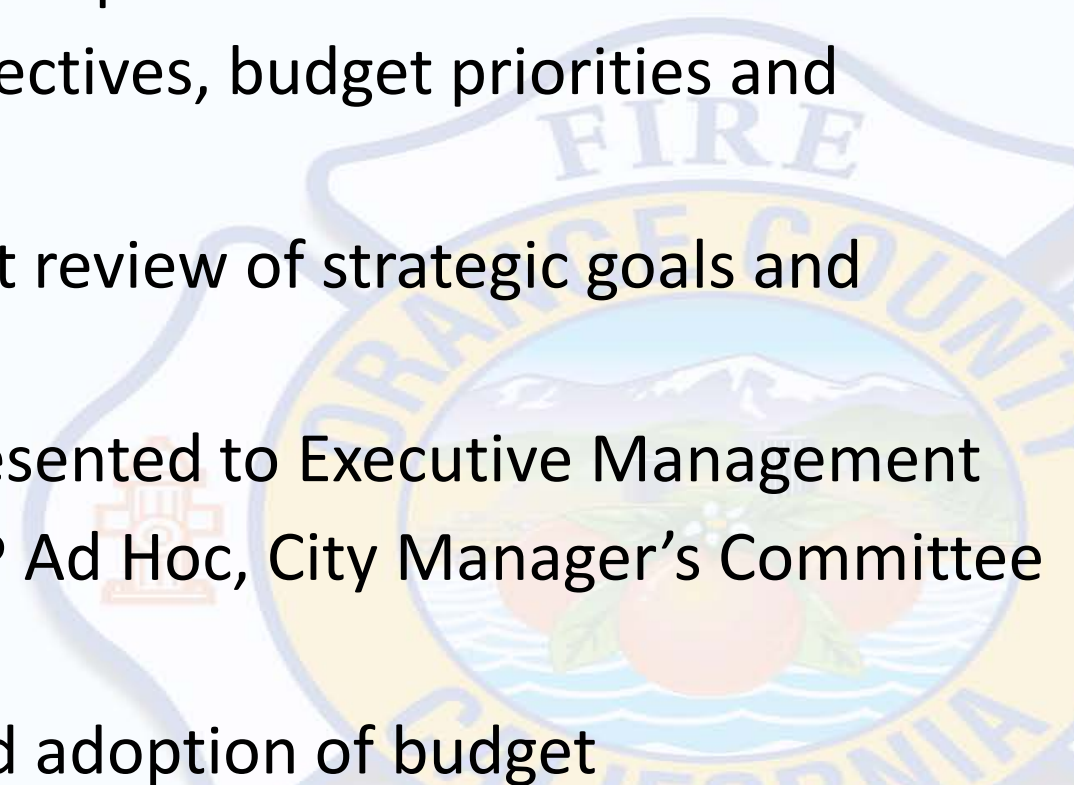
Progress Update – Pension Paydown



Staff Recommendations & Next Steps



Budget Development Process (7-8 Mos.)

- 
- The logo of the Orange County Fire Authority is visible in the background. It is a circular seal with a yellow border. Inside the border, the words "ORANGE COUNTY" are written in a semi-circle at the top and "CALIFORNIA" at the bottom. In the center of the seal is a depiction of a mountain range with a fire station and a fire truck in the foreground. The words "FIRE" and "AUTHORITY" are also visible within the seal's design.
- Oct. to Nov. 2020: Staff prepares base assumptions
 - Nov. to Dec. 2020: Review of financial objectives, budget priorities and budget policies
 - Nov. to Feb. 2021: Executive Management review of strategic goals and objectives
 - March 2021: Proposed budget is presented to Executive Management
 - April 2021: Budget review with CIP Ad Hoc, City Manager's Committee and Labor groups
 - May 2021: B&FC review and Board adoption of budget

Proposed FY 2021/2022 General Fund Budget



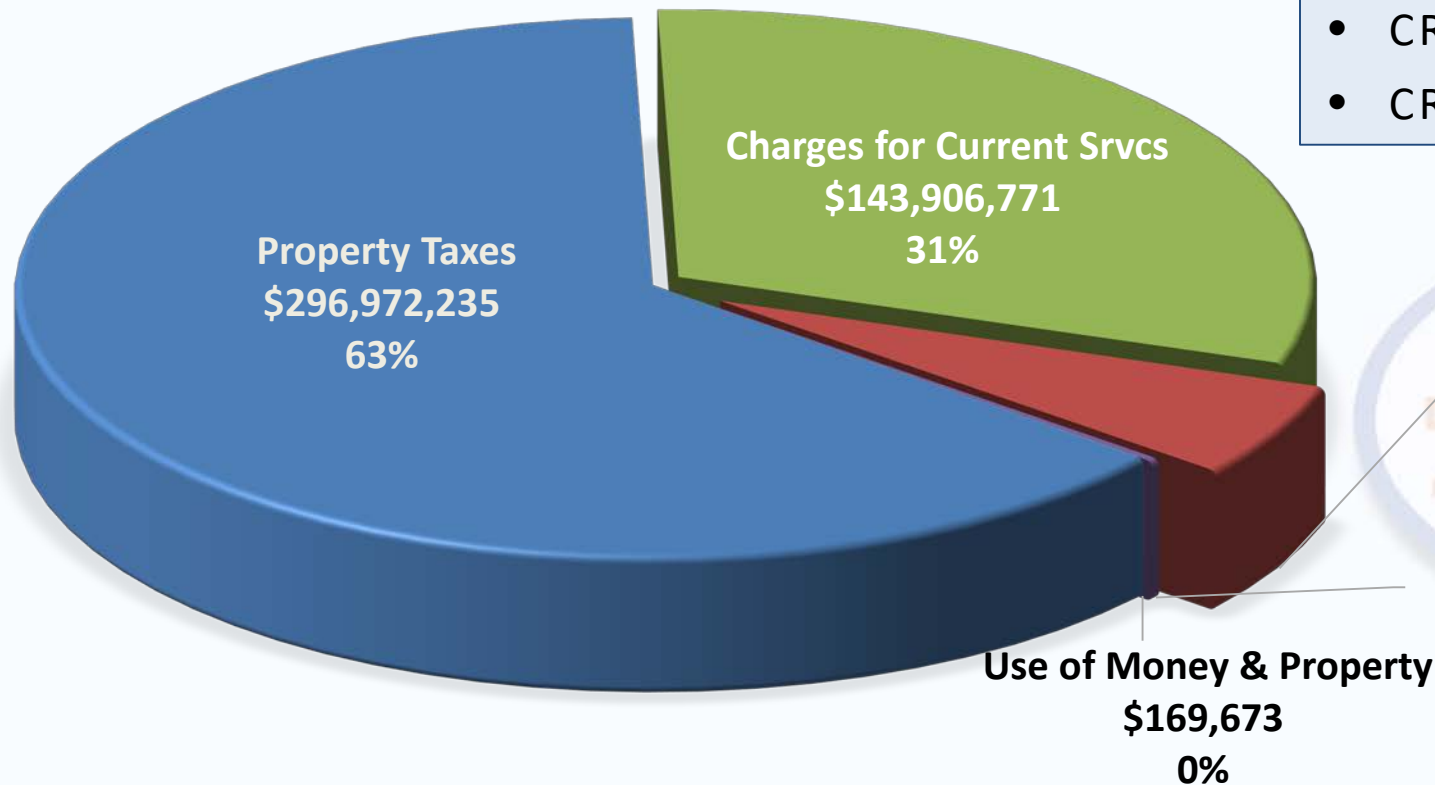
General Fund Overview

- Ongoing Revenues are projected at \$468.7 million, a 4.27% increase over FY 2021/22
- Ongoing Expenditures are projected at \$434.3 million, a 3.21% increase over FY 2021/22
 - Addition of \$14.8M to the voluntary pension paydown
 - Addition of \$2.2M transfer to the Irvine settlement agreement fund
 - Addition of \$2.5M to meet GF 10% Contingency Reserve Policy

Overall, revenues exceed expenditures and required transfers by \$14.9 million, providing funds for capital needs

General Fund Revenue

4.27% Growth, \$468.7M

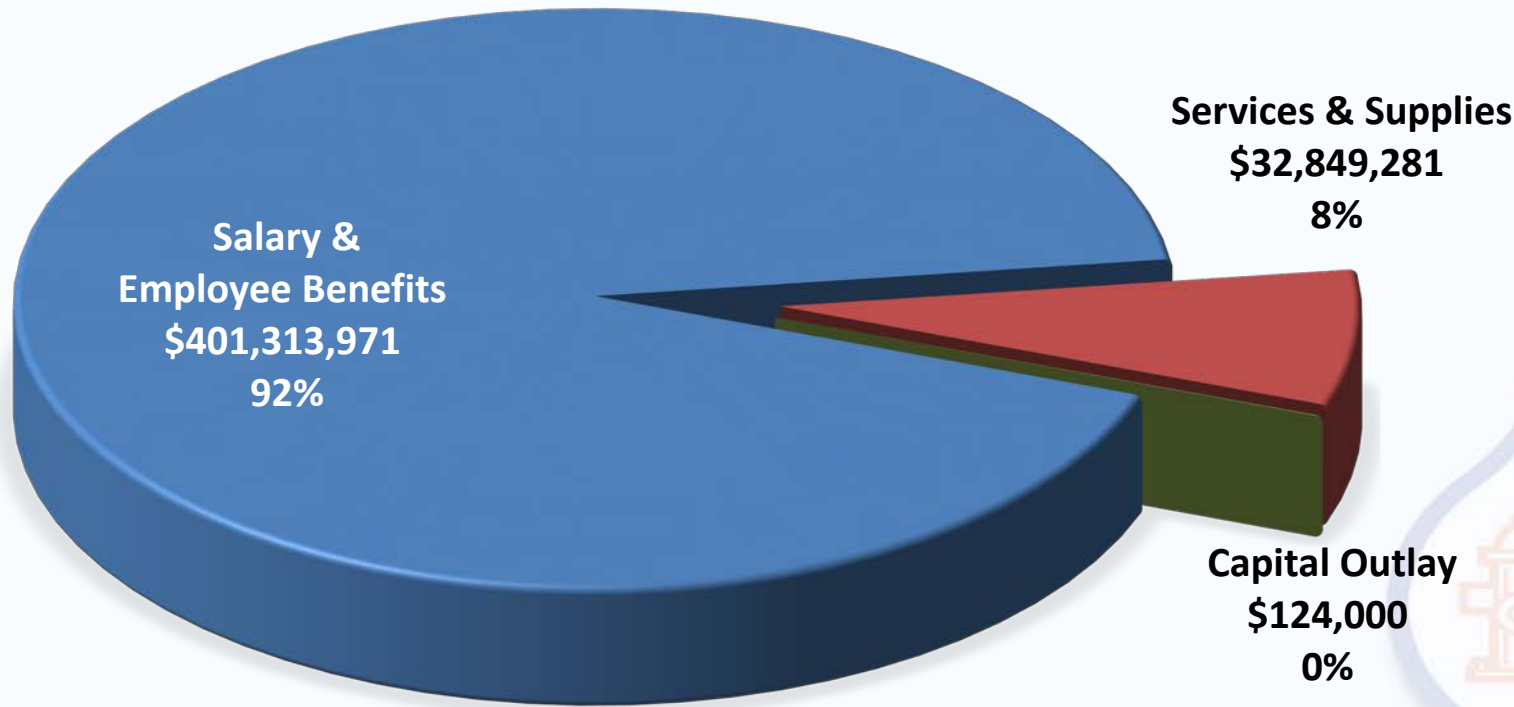


Year-Over-Year Highlights:

- Property Taxes: 3.13%, \$9.0M increase
- Cash Contract Charges: 4.8%, \$6.1M increase
- CRR Fees: 64.7%, \$2.4M increase
- CRA Pass-Through: 10.4%, \$1.7M increase

General Fund Expenditures

3.21% Increase, \$434.3M (ongoing expenditures)



Year-Over-Year Highlights

- S&EB: 3.37%, \$13.1M Increase
- Svs & Supplies: 1.86%, \$0.6M

Additional Expenditures:

- UAAL Paydown \$14.8M
- Settlement Agreement \$2.2M

Proposed Five-Year Capital Improvement Program FY 2021/22 – 2025/26



CIP Planning Process

Executive Management and staff conducted multiple reviews to prioritize projects based on:

- **Facilities Project Management Resources and Construction Scheduling**
 - Avoid impacting station operations/response times
- **Vehicle and Apparatus Replacement**
 - Availability of resources (staffing, procurement, etc.)
 - Implementation of Citygate study recommendations and OCFA policy for replacement
- **Projected CIP Funding Sources**

	Initial CIP Request	Proposed CIP
FY2021-22	\$30.1M	\$30.4M
FY2022-23	\$46.3M	\$21.1M
FY2023-24	\$30.2M	\$22.3M
FY2024-25	\$21.6M	\$29.2M
FY2025-26	\$6.4M	\$41.5M
5-Year Total	\$134.6M	\$144.5M

5-Year CIP Summary

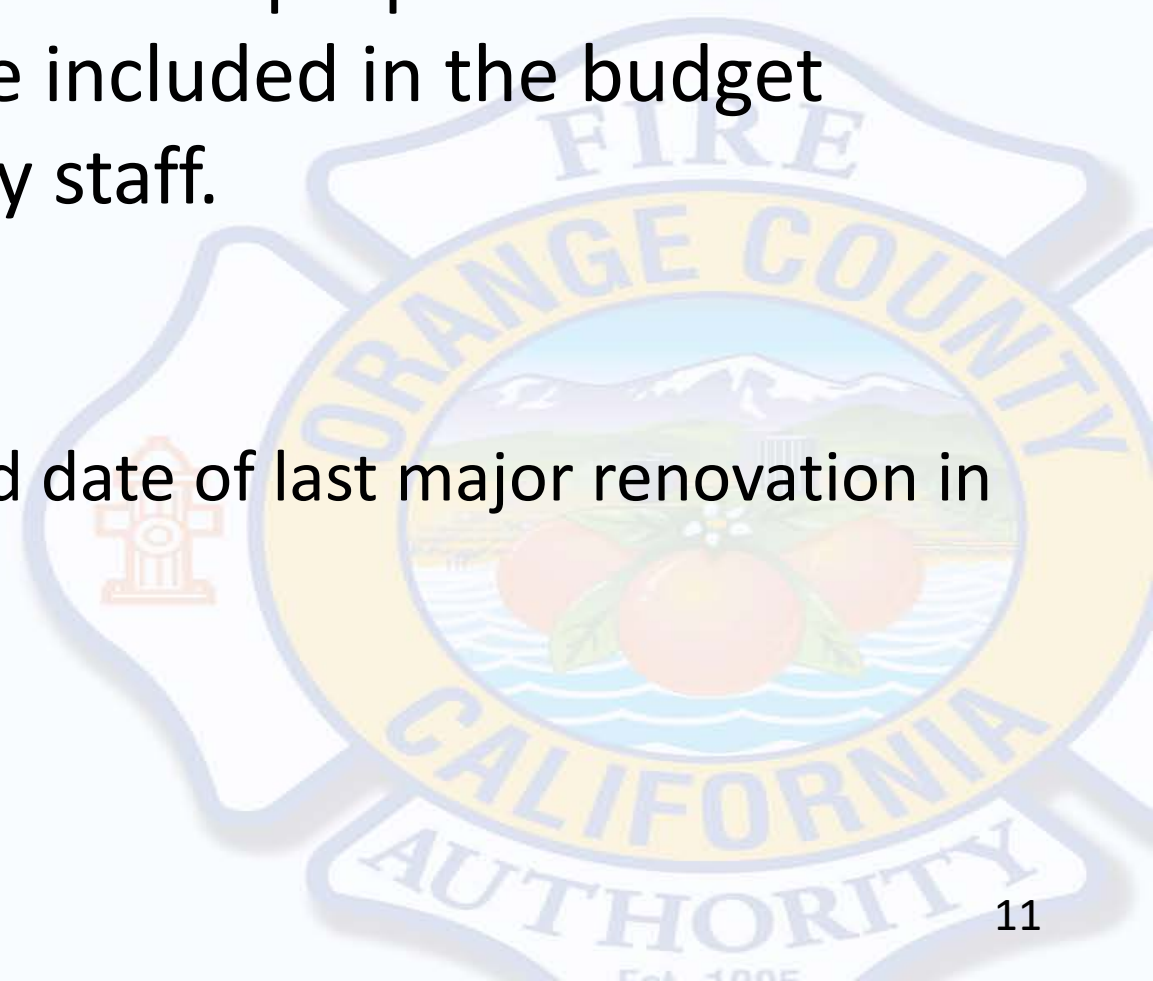
Fund	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year TOTAL
<i>Fund 123</i> Fire Stations and Facilities	13,500,000	500,000	3,100,000	7,900,000	23,512,231	48,512,231
<i>Fund 133</i> Fire Apparatus	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294	50,146,030
<i>Fund 124</i> Communications and Information Systems	2,725,000	3,800,000	1,250,000	1,450,000	500,000	9,725,000
<i>Fund 12110</i> General CIP	7,073,000	4,651,000	7,475,500	10,106,000	6,781,500	36,087,000
GRAND TOTAL	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025	144,470,261

Recommendations & Comments by the CIP Ad Hoc Committee

CIP Ad Hoc Committee recommend that the proposed 5-Year CIP for Fiscal Years 2021/22 – 2025/26 be included in the budget development process as presented by staff.

Comments:

Include list of Fire Stations with age and date of last major renovation in next year's budget book.



Five-Year Financial Forecast



Initial Five-Year Financial Forecast March 2021

0% Salary Increases after MOU Expiration, with SBRs

	<i>Adjusted</i> FY 2020/21	<i>Year 1</i> FY 2021/22	<i>Year 2</i> FY 2022/23	<i>Year 3</i> FY 2023/24	<i>Year 4</i> FY 2024/25	<i>Year 5</i> FY 2025/26
Beginning Fund Balance	214,187,358	179,062,362	172,254,437	149,151,806	140,480,378	149,452,898
General Fund Revenues	495,658,401	468,088,192	478,125,013	489,018,132	504,606,181	525,685,473
General Fund Expenditures	466,154,010	444,237,203	451,488,791	458,822,764	464,359,098	470,348,098
Paydown of UAAL	15,868,859	14,779,280	18,287,217	21,272,547	22,314,115	29,742,631
Total General Fund Expenditures	482,022,869	459,016,483	469,776,008	480,095,311	486,673,213	500,090,729
Net General Fund Revenue	13,635,531	9,071,708	8,349,004	8,922,821	17,932,968	25,594,744
Less Incremental Increase in 10% GF Op. Cont.	-	1,918,034	2,241,959	933,397	553,633	598,900
General Fund Surplus / (Deficit)	13,635,531	7,153,674	6,107,045	7,989,423	17,379,334	24,995,844
Operating Transfer to CIP Funds	13,635,531	7,153,674	6,107,045	7,989,423	17,379,334	24,995,844
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenues	16,288,789	10,369,483	10,085,983	10,502,393	20,761,950	27,737,582
CIP Expenditures	44,034,585	30,051,625	46,257,572	30,211,588	21,614,047	6,436,486
CIP Surplus / (Deficit)	(27,745,796)	(19,682,142)	(36,171,589)	(19,709,195)	(852,097)	21,301,096
Other Fund Revenues	22,261,346	27,264,683	28,525,344	29,316,064	30,130,506	30,969,381
Other Fund Expenditures	23,526,493	16,308,500	17,698,345	19,211,694	20,859,523	22,653,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	9,373,415	(10,692,137)	(47,193,858)	(67,480,258)	(68,904,138)	(48,275,785)
Ending Fund Balance	179,062,362	172,254,437	149,151,806	140,480,378	149,452,898	179,668,495

Five-Year Financial Forecast April 2021

Scenario 1 – 0% Salary Increases after MOU Expiration

	<i>Adjusted</i> FY 2020/21	<i>Year 1</i> FY 2021/22	<i>Year 2</i> FY 2022/23	<i>Year 3</i> FY 2023/24	<i>Year 4</i> FY 2024/25	<i>Year 5</i> FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434
General Fund Revenues	495,658,401	468,662,603	479,949,944	491,224,242	508,354,394	528,549,215
General Fund Expenditures	466,236,000	436,455,252	443,768,010	450,119,573	455,650,944	461,467,272
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	461,555,226	470,892,119	477,465,059	490,709,903
Net General Fund Revenue	13,553,541	17,428,071	18,394,717	20,332,123	30,889,335	37,839,313
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	696,276	635,156	553,137	581,633
General Fund Surplus / (Deficit)	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
Operating Transfer to CIP Funds	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenues	16,206,799	18,229,350	21,776,950	22,600,008	34,196,469	40,420,588
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	716,155	252,215	5,027,504	(1,042,437)
Other Fund Revenues	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	1,138,517	502,479	4,577,310	2,526,284
Ending Fund Balance	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434	228,896,231

Five-Year Financial Forecast April 2021

Scenario 2 – 1% Salary Increases after MOU Expiration

	<i>Adjusted</i> FY 2020/21	<i>Year 1</i> FY 2021/22	<i>Year 2</i> FY 2022/23	<i>Year 3</i> FY 2023/24	<i>Year 4</i> FY 2024/25	<i>Year 5</i> FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516
General Fund Revenues	495,658,401	468,662,603	479,950,174	491,225,733	508,357,031	528,552,984
General Fund Expenditures	466,236,000	436,455,252	446,517,293	456,349,559	465,427,242	474,828,676
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	464,304,510	477,122,106	487,241,357	504,071,306
Net General Fund Revenue	13,553,541	17,428,071	15,645,664	14,103,628	21,115,674	24,481,678
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	971,204	983,227	907,768	940,143
General Fund Surplus / (Deficit)	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
Operating Transfer to CIP Funds	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenues	16,206,799	18,229,350	18,748,034	15,981,706	23,970,139	26,525,287
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	(2,312,761)	(6,366,087)	(5,198,826)	(14,937,738)
Other Fund Revenues	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	(1,886,464)	(9,107,523)	(15,180,845)	(30,984,310)
Ending Fund Balance	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516	196,463,523

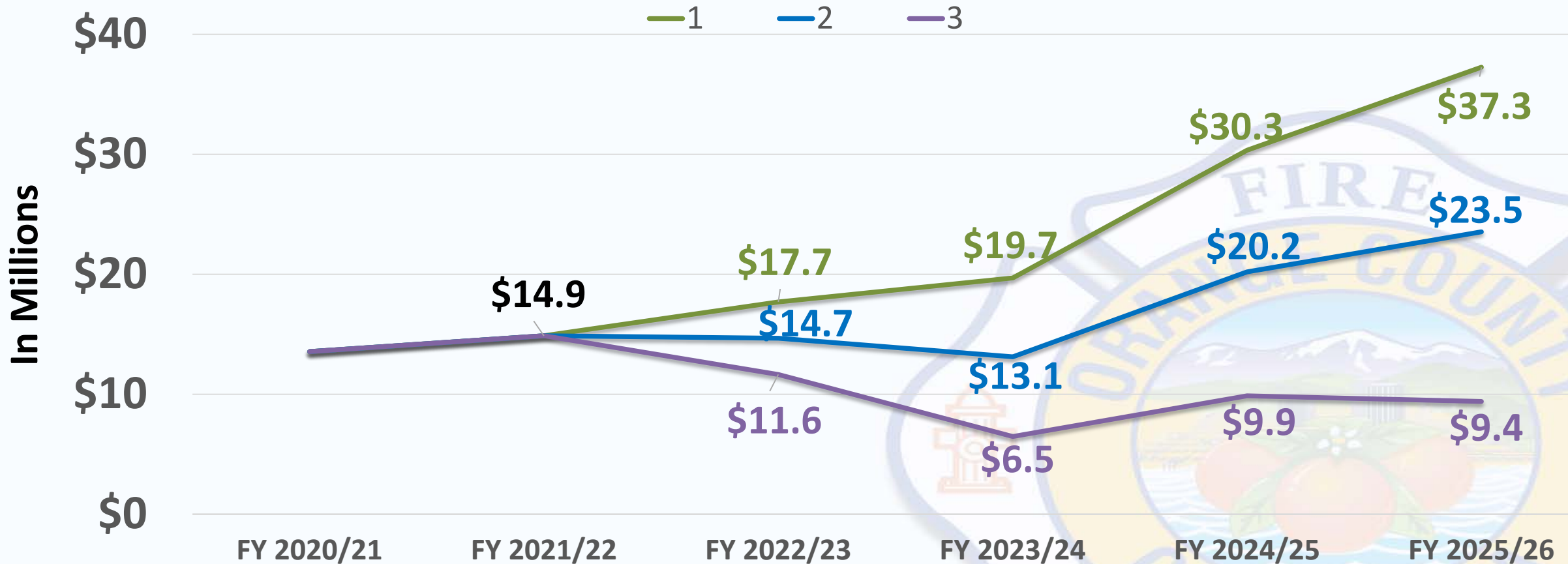
Five-Year Financial Forecast April 2021

Scenario 3 – 2% Salary Increases after MOU Expiration

	<i>Adjusted</i> FY 2020/21	<i>Year 1</i> FY 2021/22	<i>Year 2</i> FY 2022/23	<i>Year 3</i> FY 2023/24	<i>Year 4</i> FY 2024/25	<i>Year 5</i> FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082
General Fund Revenues	495,658,401	468,662,603	479,950,403	491,227,235	508,359,710	528,556,852
General Fund Expenditures	466,236,000	436,455,252	449,268,348	462,642,215	475,398,270	488,589,618
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	467,055,565	483,414,762	497,212,385	517,832,249
Net General Fund Revenue	13,553,541	17,428,071	12,894,838	7,812,473	11,147,325	10,724,604
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	1,246,310	1,337,387	1,275,605	1,319,135
General Fund Surplus / (Deficit)	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
Operating Transfer to CIP Funds	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenues	16,206,799	18,229,350	15,717,165	9,294,417	13,534,760	12,206,810
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	(5,343,630)	(13,053,376)	(15,634,205)	(29,256,215)
Other Fund Revenues	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	(4,913,396)	(18,788,273)	(35,217,876)	(65,194,362)
Ending Fund Balance	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082	163,367,603

Five-Year Financial Forecast Scenarios

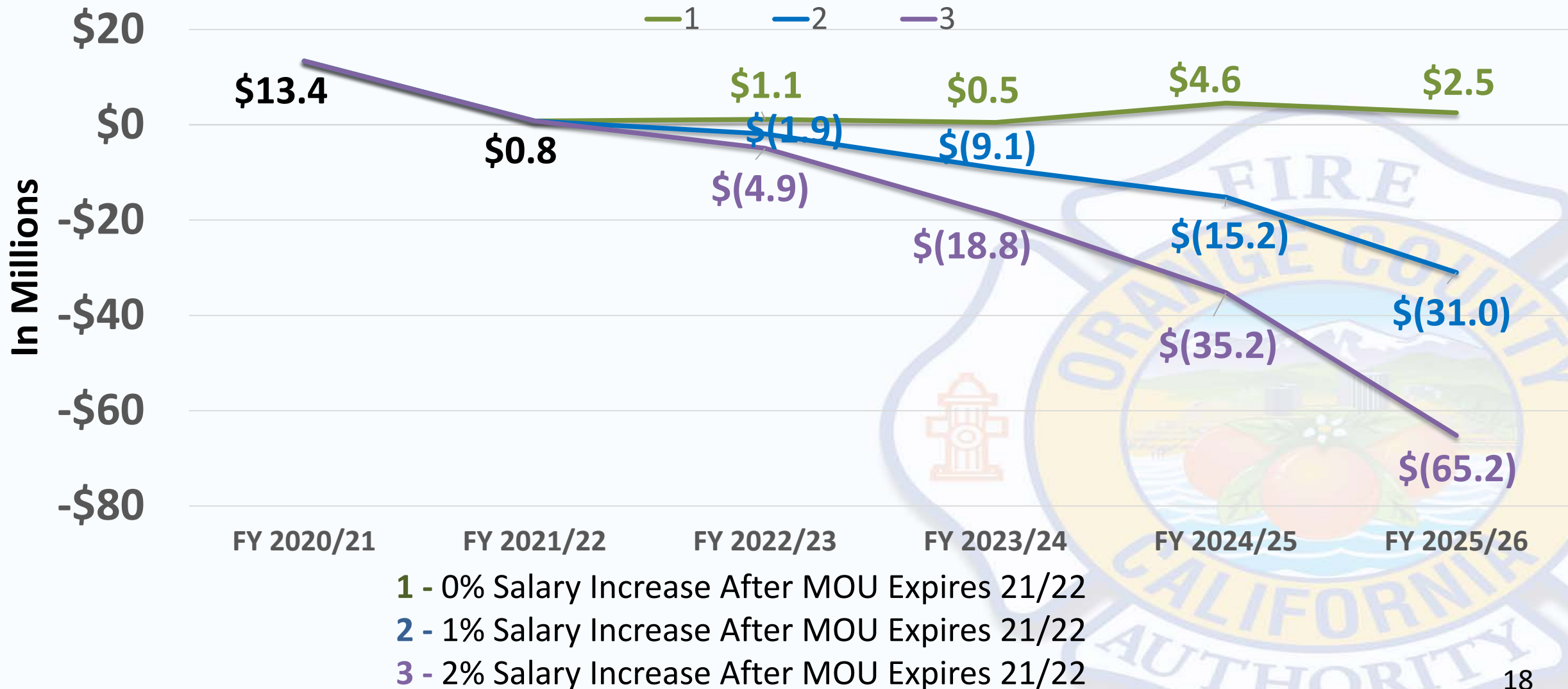
GF Surplus/(Deficit) – Yellow Line



- 1 - 0% Salary Increase After MOU Expires 21/22
- 2 - 1% Salary Increase After MOU Expires 21/22
- 3 - 2% Salary Increase After MOU Expires 21/22

Five-Year Financial Forecast Scenarios

CIP Fund Balance Surplus/(Deficit) – Orange Line



Federal & State Funding Resources

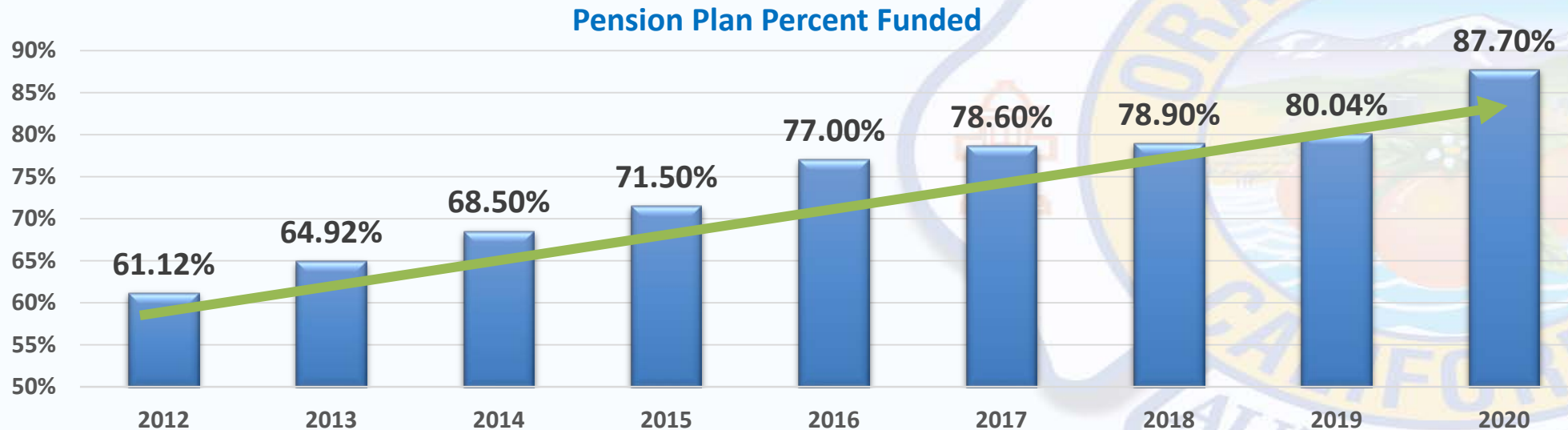
Federal	State
CARES Act <ul style="list-style-type: none">2020/21: \$30,000 (Santa Ana) and \$718,635 FEMA Grant for PPE	Contract County Funding (OCFA is one of six) <ul style="list-style-type: none">2020/21 OCFA Amount: \$8,550,1192021/22 OCFA Amount: \$9,752,816
FEMA Disaster Relief <ul style="list-style-type: none">OCFA Submitted Claim for \$5.2M COVID-19 Response ReimbursementOngoing COVID19 Response costs	Governor's Wildfire Prevention and Resilience Budget Package (\$536M) <ul style="list-style-type: none">Does not fund local fire agencies directly. Contract Counties are seeking 2021/22 Budget funding for additional wildland resources.2021/22 Grant funding for prevention and home hardening may be available to OCFA and local communities.
American Rescue Plan (\$617M – County of Orange) <ul style="list-style-type: none">2021/22 State & Local Assistance: Initial guidance does not include direct assistance to special districts/JPAs2021/22 FEMA Fire Act Grants: OCFA eligible for staffing, training, and equipment needs	

Progress Update Pension Paydown Plan



Pension Paydown Plan

- The December 2020 Actuarial Study (pending final review & adoption by OCERS) indicates:
 - OCFA's unfunded pension liability decreased to \$275.6M (previously \$434.7M)
 - OCFA's combined Safety & General pension plans funded status increased to 87.7%
 - *OCFA's accelerated payments have now achieved our Board-Adopted funding goal of 85%*
- OCERS' actuary, The Segal Company, indicated that OCFA's accelerated payments have produced interest savings totaling **\$34,452,877** (this figure has not been updated for 2020)



Next Steps

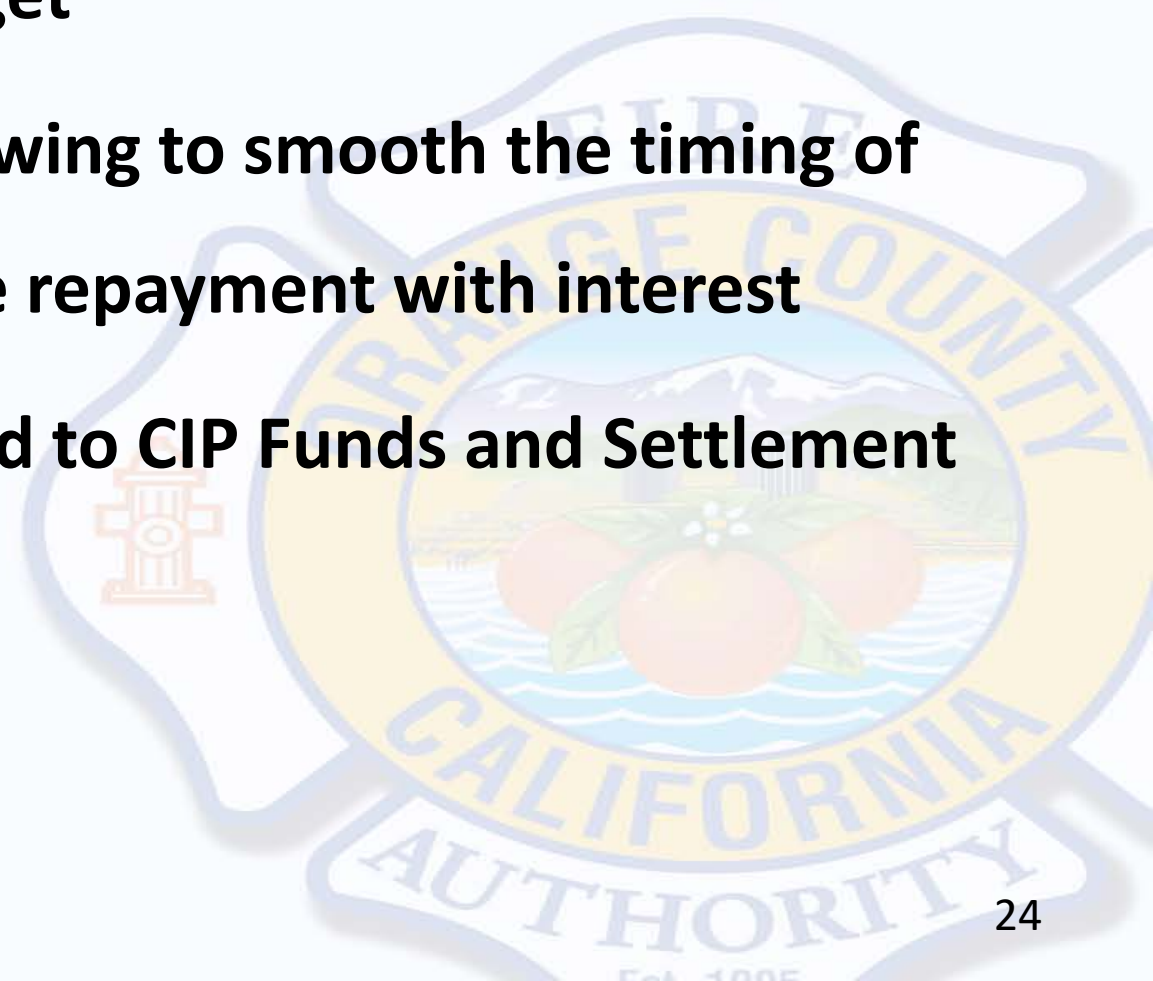


Budget Calendar

- **Executive Management** (Preliminary CIP review) 2/17 ✓
- **Executive Management** (Preliminary Budget, SBRs & 5-yr Forecast) 3/17 ✓
- **Executive Management** (Additional CIP Review) 3/24 ✓
- **CIP Ad Hoc Committee Review** 4/14 ✓
- **City Manager Budget & Finance Committee Review** 4/20 ✓
- **Labor Group Budget Briefings** 4/21 ✓
- **OCFA Budget & Finance Committee Review** 5/12 ✓
- **OCFA Board of Directors Budget Adoption** 5/27 ✓

Proposed FY 2021/22 Budget Staff Recommendations

- **Adopt the Proposed FY 2021/22 Budget**
- **Authorize temporary interfund borrowing to smooth the timing of General Fund cashflow, and authorize repayment with interest**
- **Authorize transfers from General Fund to CIP Funds and Settlement Agreement Fund**



Questions/Comments



RESOLUTION NO. 2021-XX

**A RESOLUTION OF THE ORANGE COUNTY FIRE
AUTHORITY BOARD OF DIRECTORS ADOPTING AND
APPROVING THE APPROPRIATIONS BUDGET FOR THE
ORANGE COUNTY FIRE AUTHORITY FOR FISCAL
YEAR 2021/22**

*THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS DOES HEREBY
RESOLVE AS FOLLOWS:*

The appropriations budget for the Orange County Fire Authority for Fiscal Year 2021/22 is approved and adopted by the Board of Directors as follows:

<u>General Fund Operating Appropriations</u>	
Salary and Employee Benefits	\$401,313,971
UAAL Pay-down to OCERS	\$14,779,280
Services and Supplies (including one-time)	\$32,849,281
Capital Outlay	<u>\$124,000</u>
Total Operating Appropriations	\$449,066,532
Operating Transfers-out of General Funds	
To CIP Fund(s) and Settlement Agreement Fund	\$17,032,518
<u>Other Funds Appropriations</u>	
Fund 12110 – General Fund CIP	\$7,073,000
Fund 123 – Fire Stations and Facilities	\$13,500,000
Fund 124 – Communications and Info. Systems	\$2,725,000
Fund 133 – Fire Apparatus	\$7,131,683
Fund 139 – Settlement Agreement	\$668,000
Fund 190 – Self-Insurance Fund	<u>\$15,640,500</u>
Total Other Funds Appropriations	\$46,738,183
<u>Reserves</u>	
10% Operating Contingency	\$40,413,725
Appropriation for Contingencies	\$3,000,000

PASSED, APPROVED and ADOPTED this 27th day of May 2021.

DAVID SHAWVER, CHAIR
OCFA Board of Directors

ATTEST:

MARIA D. HUIZAR
Clerk of the Authority

ORANGE COUNTY FIRE AUTHORITY

BOARD OF DIRECTORS FY 2021/22 PROPOSED BUDGET



Business Services Department
Treasury & Financial Planning
May 27, 2021



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BOARD OF DIRECTORS

FY 2021/22 PROPOSED GENERAL FUND AND CIP BUDGETS

May 27, 2021

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Budget Overview

We are pleased to present the FY 2021/22 Proposed Budget for your review and consideration. As required by the Fiscal Health Plan and Financial Stability Budget Policy, this proposed General Fund budget is balanced for FY 2021/22 and meets our policy reserve requirements.

At 63% of our revenues, property taxes are the largest component of our General Fund revenue budget. OCFA contracts with Harris & Associates to conduct property tax forecasts for the next five fiscal years. The projections, which are updated on an annual basis, are included in the five-year cash flow forecast starting on page 10. Harris & Associates employs conservative assumptions and methodologies. Compared to last year's forecast, the projected FY 2021/22 secured property tax growth rate of 3.70% is 0.74% higher due to a recovering economy and strong housing market.

In keeping with Harris & Associates' forecasted trends, we have estimated that property tax revenue dollars will continue to grow. The rate of growth is anticipated to remain moderate with annual growth rates ranging from 2.94% to 3.71% through FY 2025/26. While there is still uncertainty surrounding the longer term impacts of the COVID-19 pandemic on the Orange County economy, the vaccine rollout is anticipated to speed up the recovery.

The FY 2021/22 Proposed Budget includes 1,535 funded positions with no position changes from the prior year. The budget development process continues to include the following measures:

- ***Vacant/Frozen Positions*** – Funding for frozen positions must be approved by the Board before filling; 30 positions are frozen and are not funded in this proposed budget. As in the past, non-frozen vacant positions are funded and anticipated to be filled during the fiscal year.
- ***Services and Supplies*** – All sections were directed to hold their services and supplies (S&S) budget at the FY 2020/21 level after one-time increases were removed. Requested increases for FY 2021/22 were reviewed and approved on a case-by-case basis. Approved requests or changes are listed on each department summary page.
- ***Salaries*** – The proposed budget includes scheduled salary increases for all positions included in an approved MOU or triggered by provisions that define salary spreads. Merit increases are included for qualifying employees.
- ***Workers' Compensation*** – The workers' compensation annual budget is funded at the 50% confidence level per policy, using actuarial report figures from the study completed in July 2020.

- ***Prioritization of Five-Year Capital Improvement Plan*** – The five-year CIP was updated and reviewed by the Executive Management Team which prioritized projects to ensure they contribute to OCFA’s mission of providing a safe, hazard-free work environment and quality service to our members and citizens. Based on lower anticipated growth in OCFA’s CIP revenue sources, some CIP projects were moved to later years to coincide with future funding availability.
- ***Snowball Plan*** – The budget includes approximately \$14.8M in additional unfunded pension liability payments, in accordance with Board direction to continue to pay-down the UAAL.

Consistent with our approach since the end of the Great Recession, we have employed conservative measures in the development of the FY 2021/22 Proposed Budget, balancing the needs of the agency based on current and anticipated future revenue growth.

ORANGE COUNTY FIRE AUTHORITY
FUND 121 - GENERAL FUND
REVENUE AND EXPENDITURE SUMMARY
FY 2021/22 BUDGET

	FY 2020/21 Adjusted Budget	FY 2021/22 Draft Proposed Budget	\$ Change from FY 2020/21 Adjusted	% Change from FY 2020/21 Adjusted
FUNDING SOURCES				
Property Taxes	\$287,967,482	\$296,972,235	\$9,004,753	3.13%
Intergovernmental	24,833,007	26,521,424	1,688,417	6.80%
Charges for Current Services	135,418,399	143,906,771	8,488,372	6.27%
Use of Money & Property	174,571	169,673	(4,898)	-2.81%
Other	1,093,500	1,092,500	(1,000)	-0.09%
Subtotal Revenues	449,486,959	468,662,603	19,175,644	4.27%
One-time/Grant Revenues	40,057,389	-	(40,057,389)	-100.00%
Total Revenues	489,544,348	468,662,603	(20,881,745)	-4.27%
Operating Transfer In	500,000	-	(500,000)	-100.00%
Beginning Fund Balance	57,929,276	41,360,172	(16,569,104)	-28.60%
TOTAL AVAILABLE RESOURCES	\$547,973,624	\$510,022,775	(\$37,950,849)	-6.93%
EXPENDITURES				
Salaries & Employee Benefits	\$388,230,080	\$401,313,971	\$13,083,891	3.37%
Services & Supplies	32,250,304	32,849,281	598,977	1.86%
Capital Outlay	290,140	124,000	(166,140)	-57.26%
Subtotal Expenditures	420,770,524	434,287,252	13,516,728	3.21%
One-Time/Grant Expenditures	43,297,476	-	(43,297,476)	-100.00%
UAAL Paydowns	15,868,859	14,779,280	(1,089,579)	-6.87%
Total Expenditures & Other Uses	479,936,859	449,066,532	(30,870,327)	-6.43%
Operating Transfer Out	26,676,593	17,032,518	(9,644,075)	-36.15%
Appropriation for Contingencies (1)	3,000,000	3,000,000	-	0.00%
Ending Fund Balance	38,360,172	40,923,725	2,563,553	6.68%
TOTAL FUND COMMITMENTS & FUND BALANCE	\$547,973,624	\$510,022,775	(\$37,950,849)	-6.93%

(1) Requires Board approval to spend

**ORANGE COUNTY FIRE AUTHORITY
FY 2021/22 General Fund
Budget Highlights
May 2021**

NOTE: This comparison is the FY 2020/21 Adjusted Budget to the FY 2021/22 Proposed Budget, with one-time increases removed for comparison purposes.

Revenue
\$19.2 million or a 4.27% increase

Property Taxes	\$9.0M increase
<ul style="list-style-type: none">▪ Based on 3.70% current secured property tax growth per the Harris & Associates' study of April 1, 2021 applied to the current year tax ledger, excluding public utility taxes.▪ The refund factor is estimated at 1.27% based on historical trends.	
State Reimbursements	\$46K decrease
<ul style="list-style-type: none">▪ Based on the FY 2020/21 estimated contract amount. The final FY 2020/21 contract amount per the Gray Book (CAL FIRE's notice of allocation to the contract counties) has not yet been received and is not anticipated prior to budget adoption.	
Federal Reimbursements	No Change
Community Redevelopment Agency (CRA) Pass-Thru	\$1.7M increase
<ul style="list-style-type: none">▪ Based on projections from the Harris & Associates' study of April 1, 2021.	
Cash Contract Charges	\$6.1M increase
<ul style="list-style-type: none">▪ Based on an estimated 4.5% increase to cash contract cities' service charges, plus 4th position phase-in costs for Buena Park, San Clemente and Tustin.	
Interest	\$6K decrease
<ul style="list-style-type: none">▪ Based on an estimated annual return of 0.25% for FY 2021/22.	
Community Risk Reduction Fees	\$2.4M increase
<ul style="list-style-type: none">▪ Based on prior year trends and input from CRR staff. The FY 2021/22 Proposed Budget anticipates revenue to return to pre-COVID-19 levels with a slight decrease for False Alarm Fees.	
Miscellaneous Revenue	\$1K decrease

Expenditures
\$13.5 million or a 3.21% increase overall

Salaries**\$6.2M increase**

- MOU increases for EMT pay included for Firefighter and Chief Officer employee groups.
- Assumes no MOU increases for OCFAMA and OCEA employee groups.
- Overtime, which increased by approximately \$3.2M, is based on historical expenditures excluding emergency incidents. Overtime usage has been trending higher in recent years.
- FY 2021/22 proposed budget includes a \$5.0M deduction for average salary savings in the firefighter ranks due to projected vacancies.

Retirement**\$0.8M increase**

- Additional scheduled UAAL paydown amounts of \$15.9M in FY 2020/21 and \$14.8M in FY 2021/22 were removed for comparison purposes.
- FY 2021/22 retirement rates are approximately 0.44% lower for safety and 0.69% lower for non-safety compared to FY 2020/21 rates.
- The retirement increase is primarily due to increases in EMT pay for Firefighters and Chief Officers in FY 2020/21 and FY 2021/22.

Benefits**\$6.0M increase**

- Workers' Compensation is budgeted at the 50% confidence level provided by the actuarial study completed in July 2020. Workers' Compensation increased \$5.0M for FY 2021/22.
- Firefighter group medical insurance is based on a rate of \$2,200 per month, an increase of \$44 per month.
- Management dental insurance reflects an increase of 5.0% for calendar year 2022 and a 0% increase for vision insurance.

Services and Supplies/Equipment**\$0.4M increase**

- The increase in services and supplies expenditures is due to approved base budget increases for selected Departments. Details appear on the Summary pages of each Department's Services & Supplies section.

**ORANGE COUNTY FIRE AUTHORITY
FY 2021/22 Pending Issues
May 2021**

Interest Earnings/Interfund Expense

- OCFA plans to use interfund borrowing to meet any cash flow needs during FY 2021/22. Under this temporary cash flow mechanism, money is borrowed from the Workers' Compensation Self Insurance Fund, temporarily loaned to the General Fund, then repaid back with interest once property tax revenues are received. Interest earnings estimates for the fund will be calculated as the budget stabilizes towards budget adoption in May. Interest earnings estimates assume a 0.25% interest rate for FY 2021/22.

Workers' Compensation Confidence Level Funding Amount

- Budgeted Workers' Compensation amounts assume funding at the 50% confidence level and are based on the Workers' Compensation actuarial study prepared by Rivelle Consulting dated 7/20/2020.

Cash Contract City Charges

- Current estimate is a 4.5% increase, pending final budget figures. Increases beyond 4.5% will be banked for future years when the increase is under the cap.

US&R Grants

- No estimate has been included for the new grant nor unspent funds of current grants.



ORANGE COUNTY FIRE AUTHORITY
COMBINED PROPOSED BUDGET SUMMARY
FY 2021/22

	121 General Fund	12110 ⁽¹⁾ General Fund CIP	123 Fire Stations & Facilities	124 Communications & Information Systems
FUNDING SOURCES				
Property Taxes	\$296,972,235	-	-	-
Intergovernmental	26,521,424	-	-	-
Charges for Current Services	143,906,771	-	-	-
Use of Money & Property	169,673	-	40,404	15,588
Other	1,092,500	-	213,000	-
Total Revenue & Other Financing Sources	468,662,603	-	253,404	15,588
Operating Transfer In	-	5,350,000	4,450,000	1,700,000
Beginning Fund Balance	41,360,172	1,932,101	9,030,024	1,217,104
TOTAL AVAILABLE RESOURCES	\$510,022,775	\$7,282,101	\$13,733,428	\$2,932,692
EXPENDITURES				
Salaries & Employee Benefits	\$401,313,971	-	-	-
Services & Supplies	32,849,281	6,373,000	-	1,450,000
Capital Outlay	124,000	700,000	13,500,000	1,275,000
Subtotal Expenditures	434,287,252	7,073,000	13,500,000	2,725,000
UAAL Paydown	14,779,280	-	-	-
Total Expenditures & Other Uses	449,066,532	7,073,000	13,500,000	2,725,000
Appropriation for Contingencies	3,000,000	-	-	-
Operating Transfer Out	17,032,518	-	-	-
Ending Fund Balance	40,923,725	209,101	233,428	207,692
TOTAL FUND COMMITMENTS & FUND BALANCE	\$510,022,775	\$7,282,101	\$13,733,428	\$2,932,692

(1) Project related budgets segregated for operational budget clarity purposes.

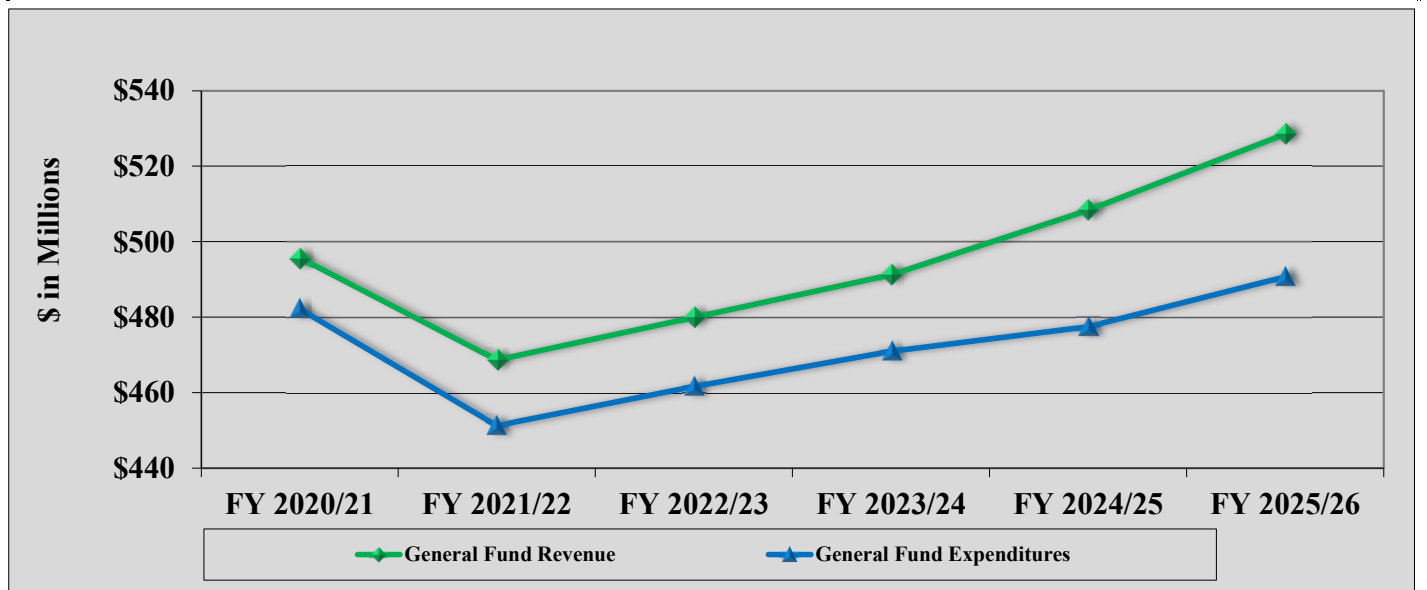
Budget Summary & Overview

133 Fire Apparatus	139 Settlement Agreement	171 SFF Entitlement	190 Self- Insurance	Total
-	-	-	-	\$296,972,235
-	-	-	-	26,521,424
1,652,957	-	-	25,096,683	170,656,411
37,534	60,537	2,456	293,783	619,975
1,048,573	-	-	-	2,354,073
2,739,064	60,537	2,456	25,390,466	497,124,118
3,364,518	2,168,000	-	-	17,032,518
1,209,773	23,580,524	5,208	103,304,329	181,639,235
\$7,313,355	\$25,809,061	\$7,664	\$128,694,795	\$695,795,871
-	-	-	-	\$401,313,971
-	668,000	-	15,640,500	56,980,781
7,131,683	-	-	-	22,730,683
7,131,683	668,000	-	15,640,500	481,025,435
-	-	-	-	14,779,280
7,131,683	668,000	-	15,640,500	495,804,715
-	-	-	-	3,000,000
-	-	-	-	17,032,518
181,672	25,141,061	7,664	113,054,295	179,958,638
\$7,313,355	\$25,809,061	\$7,664	\$128,694,795	\$695,795,871

FY 2021/22 Proposed Budget

Scenario 1 - 0% Salary Increase After MOU Expirations Orange County Fire Authority Five-Year Financial Forecast

	Adjusted FY 2020/21	Year 1 FY 2021/22	Year 2 FY 2022/23	Year 3 FY 2023/24	Year 4 FY 2024/25	Year 5 FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434
General Fund Revenue	495,658,401	468,662,603	479,949,944	491,224,242	508,354,394	528,549,215
General Fund Expenditures	466,236,000	436,455,252	443,768,010	450,119,573	455,650,944	461,467,272
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	461,555,226	470,892,119	477,465,059	490,709,903
Net General Fund Revenue	13,553,541	17,428,071	18,394,717	20,332,123	30,889,335	37,839,313
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	696,276	635,156	553,137	581,633
General Fund Surplus / (Deficit)	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
Operating Transfers to CIP Funds	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenue	16,206,799	18,229,350	21,776,950	22,600,008	34,196,469	40,420,588
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	716,155	252,215	5,027,504	(1,042,437)
Other Fund Revenue	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	1,138,517	502,479	4,577,310	2,526,284
Ending Fund Balance	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434	228,896,231



	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
General Fund Revenue	\$ 495.66	\$ 468.66	\$ 479.95	\$ 491.22	\$ 508.35	\$ 528.55
General Fund Expenditures	\$ 482.10	\$ 451.23	\$ 461.56	\$ 470.89	\$ 477.47	\$ 490.71

Budget Summary & Overview

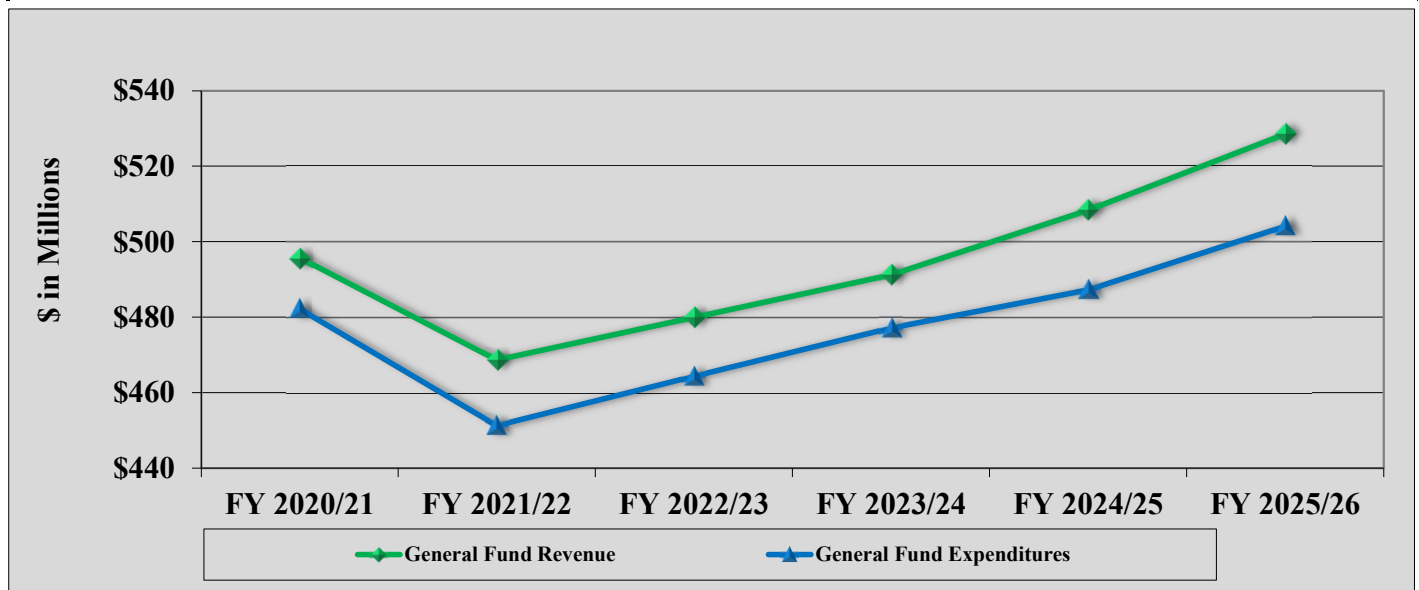
Scenario 1 - 0% Salary Increase After MOU Expirations		ADJUSTED FY 2020/21	PROJECTED FY 2021/22	PROJECTED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25	PROJECTED FY 2025/26
A.	BEGINNING FUND BALANCE - All Funds Combined	214,187,358	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434
	GENERAL FUND Revenue & Expenditures						
	Property Taxes	287,967,482	296,972,235	305,191,490	315,695,671	326,105,990	337,558,769
	State Reimbursements	8,057,496	8,011,778	8,011,778	8,011,778	8,011,778	8,011,778
	Federal Reimbursements	100,000	100,000	100,000	100,000	100,000	100,000
	One-Time Grant/ABH/RDA	39,762,655	-	-	-	-	-
	Community Redevelopment Agency Pass-thru	16,675,511	18,409,646	19,712,561	18,586,494	23,780,739	28,352,876
	Cash Contracts	127,229,659	133,229,151	135,031,498	136,802,578	138,320,645	142,483,086
	Community Risk Reduction Fees	3,655,900	6,021,323	6,021,323	6,021,323	6,021,323	6,021,323
	ALS Supplies & Transport Reimbursement	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600
	Interest Earnings	128,571	169,673	132,496	257,602	265,122	272,586
	Other Revenue	1,419,474	1,201,197	1,201,197	1,201,197	1,201,197	1,201,197
	[a] Unencumb. Fund Balance & Fund 139 Transfer	6,114,053	-	-	-	-	-
	General Fund Revenue	495,658,401	468,662,603	479,949,944	491,224,242	508,354,394	528,549,215
	New Positions for New Stations	-	-	3,620,620	6,324,429	6,444,310	9,404,134
	Employee Salaries	234,352,857	240,288,975	240,972,466	240,972,466	240,972,466	240,972,466
	Retirement - Regular Annual Payments	94,443,020	95,657,088	94,271,085	94,675,526	96,756,228	95,969,989
	Retirement - Accelerated Pension Paydown Plan	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
	Workers' Compensation (Transfer to Fund 190)	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Other Insurance	35,799,840	36,793,438	38,947,122	41,239,892	43,681,841	46,283,883
	Medicare	3,335,213	3,477,787	3,484,190	3,484,190	3,484,190	3,484,190
	One-Time Grant/ABH Expenditures	19,458,755	-	-	-	-	-
	Salaries & Employee Benefits	423,351,890	416,093,251	425,440,045	434,617,114	441,115,657	454,158,675
	Services & Supplies/Equipment	35,653,412	32,973,281	33,272,281	33,298,181	33,363,313	33,368,378
	Irvine Settlement Agreement (Transfer to Fund 139)	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	New Station/Enhancements S&S Impacts	-	-	174,901	308,824	318,089	514,850
	One-Time Grant Expenditures	20,931,557	-	-	-	-	-
	General Fund Expenditures	482,104,859	451,234,532	461,555,226	470,892,119	477,465,059	490,709,903
B.	Incremental Increase in GF 10% Contingency	-	2,563,553	696,276	635,156	553,137	581,633
	GENERAL FUND SURPLUS/(DEFICIT)	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
C.	Operating Transfer from Operating Contingency	-	-	-	-	-	-
	Transfers to CIP Funds from General Fund Surplus	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
	One-Time Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
	CAPITAL IMPROVEMENT PROGRAM (CIP)						
	Interest Earnings	480,817	450,302	513,574	1,113,918	1,194,703	1,264,826
	Cash Contracts	1,632,441	1,652,957	1,737,012	1,789,123	1,842,798	1,898,082
	Developer Contributions	540,000	1,261,573	1,827,923	-	822,770	-
	Operating Transfers into CIP from General Fund Surplus	13,553,541	14,864,518	17,698,441	19,696,967	30,336,198	37,257,680
	Total CIP Revenue	16,206,799	18,229,350	21,776,950	22,600,008	34,196,469	40,420,588
	Fund 12110 - General Fund CIP	12,216,121	7,073,000	4,651,000	7,475,500	10,106,000	6,781,500
	Fund 123 - Fire Stations and Facilities	8,565,810	13,500,000	500,000	3,100,000	7,900,000	23,512,231
	Fund 124 - Communications & Information Systems	4,922,093	2,725,000	3,800,000	1,250,000	1,450,000	500,000
	Fund 133 - Fire Apparatus	15,671,698	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294
	Total CIP Expenses	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
D.	CIP SURPLUS/(DEFICIT) - Deposit to/withdraw from CIP reserv	(25,168,923)	(12,200,333)	716,155	252,215	5,027,504	(1,042,437)
	OTHER FUNDS						
	Fund 190 - WC Revenue - Transfer from GF	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Fund 190 - WC Cashflow Payments per Actuary	20,057,235	15,640,500	17,030,345	18,543,694	20,191,523	21,985,780
E.	Deposit to WC Cashflow Reserve	36,111	9,456,183	9,326,999	8,604,370	7,770,983	6,815,601
	Fund 139 - Irvine Settlement Revenue - Transfer from GF	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	Fund 139 - Irvine Settlement Expenditures - Per Agreement	2,183,000	668,000	1,168,000	1,168,000	1,168,000	1,168,000
F.	Deposit to PARS - Pension Reserve [1]	(15,000)	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
G.	Fund 171 - SFEF Expenditures	1,286,258	-	-	-	-	-
	ENDING FUND BALANCE (Note) - All Funds Combined	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434	228,896,231
	Ending Balance by Fund						
	Operating Contingency (10% of Expenditures)	40,850,172	43,413,725	44,110,001	44,745,157	45,298,294	45,879,927
	Reserve for Cash Contract City Station Maintenance	510,000	510,000	510,000	510,000	510,000	510,000
	Structural Fire Fund Entitlement Fund (Fund 171)	5,208	7,664	7,664	7,664	7,664	7,664
	Irvine Settlement Agreement (Fund 139)	23,580,524	25,141,061	26,708,832	28,355,823	30,013,474	31,680,379
	CIP FUND BALANCE	13,389,002	831,893	1,138,517	502,479	4,577,310	2,526,284
	Workers' Compensation Cashflow Reserve (Fund 190)	103,304,329	113,054,295	122,723,054	132,068,686	140,634,691	148,291,976
	Total Fund Balances	181,639,235	182,958,638	195,198,068	206,189,809	221,041,434	228,896,231
Note: Ending Fund Balance is calculated by adding rows A+B+C+D+E+F+G, and excludes row [a] since unencumbered fund balance is already included in the Beg. Fund Balance							

[1] The deposit to the PARS - Pension Reserve in FY2020/21 is \$1.5M. The forecast shows (\$15,000) which reflects PARS administration fees only due an offset from rebudgeting \$1.5M for one-time joint police-fire training facility and bidirectional amplifier expenditures.

FY 2021/22 Proposed Budget

Scenario 2 - 1% Salary Increase After MOU Expirations Orange County Fire Authority Five-Year Financial Forecast

	Adjusted FY 2020/21	Year 1 FY 2021/22	Year 2 FY 2022/23	Year 3 FY 2023/24	Year 4 FY 2024/25	Year 5 FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516
General Fund Revenue	495,658,401	468,662,603	479,950,174	491,225,733	508,357,031	528,552,984
General Fund Expenditures	466,236,000	436,455,252	446,517,293	456,349,559	465,427,242	474,828,676
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	464,304,510	477,122,106	487,241,357	504,071,306
Net General Fund Revenue	13,553,541	17,428,071	15,645,664	14,103,628	21,115,674	24,481,678
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	971,204	983,227	907,768	940,143
General Fund Surplus / (Deficit)	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
Operating Transfers to CIP Funds	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenue	16,206,799	18,229,350	18,748,034	15,981,706	23,970,139	26,525,287
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	(2,312,761)	(6,366,087)	(5,198,826)	(14,937,738)
Other Fund Revenue	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	(1,886,464)	(9,107,523)	(15,180,845)	(30,984,310)
Ending Fund Balance	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516	196,463,523



	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
General Fund Revenue	\$ 495.66	\$ 468.66	\$ 479.95	\$ 491.23	\$ 508.36	\$ 528.55
General Fund Expenditures	\$ 482.10	\$ 451.23	\$ 464.30	\$ 477.12	\$ 487.24	\$ 504.07

Budget Summary & Overview

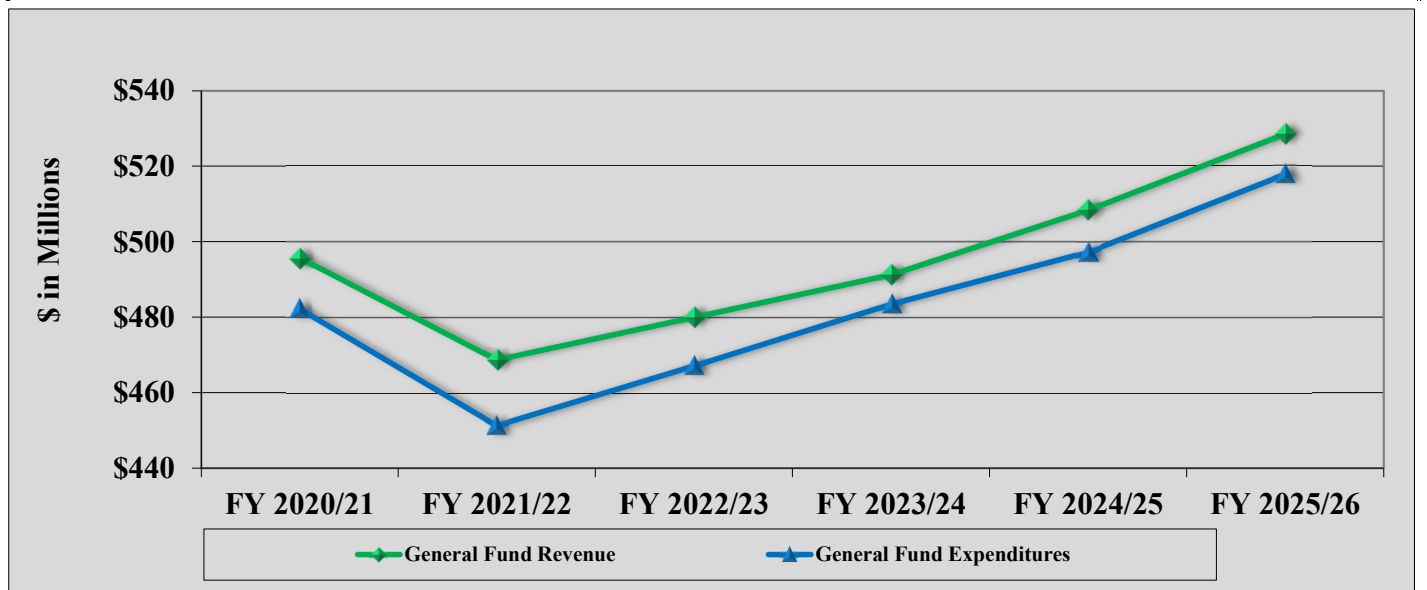
Scenario 2 - 1% Salary Increase After MOU Expirations		ADJUSTED FY 2020/21	PROJECTED FY 2021/22	PROJECTED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25	PROJECTED FY 2025/26
A.	BEGINNING FUND BALANCE - All Funds Combined	214,187,358	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516
	GENERAL FUND Revenue & Expenditures						
	Property Taxes	287,967,482	296,972,235	305,191,490	315,695,671	326,105,990	337,558,769
	State Reimbursements	8,057,496	8,011,778	8,011,778	8,011,778	8,011,778	8,011,778
	Federal Reimbursements	100,000	100,000	100,000	100,000	100,000	100,000
	One-Time Grant/ABH/RDA	39,762,655	-	-	-	-	-
	Community Redevelopment Agency Pass-thru	16,675,511	18,409,646	19,712,561	18,586,494	23,780,739	28,352,876
	Cash Contracts	127,229,659	133,229,151	135,031,498	136,802,578	138,320,645	142,483,086
	Community Risk Reduction Fees	3,655,900	6,021,323	6,021,323	6,021,323	6,021,323	6,021,323
	ALS Supplies & Transport Reimbursement	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600
	Interest Earnings	128,571	169,673	132,726	259,093	267,759	276,355
	Other Revenue	1,419,474	1,201,197	1,201,197	1,201,197	1,201,197	1,201,197
	[a] Unencumb. Fund Balance & Fund 139 Transfer	6,114,053	-	-	-	-	-
	General Fund Revenue	495,658,401	468,662,603	479,950,174	491,225,733	508,357,031	528,552,984
	New Positions for New Stations	-	-	3,656,298	6,418,140	6,571,940	9,637,520
	Employee Salaries	234,352,857	240,288,975	242,904,891	245,333,975	247,787,369	250,265,318
	Retirement - Regular Annual Payments	94,443,020	95,657,088	95,024,245	96,387,149	99,491,376	99,670,709
	Retirement - Accelerated Pension Paydown Plan	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
	Workers' Compensation (Transfer to Fund 190)	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Other Insurance	35,799,840	36,793,438	38,947,122	41,239,892	43,681,841	46,283,883
	Medicare	3,335,213	3,477,787	3,512,210	3,547,333	3,582,807	3,618,636
	One-Time Grant/ABH Expenditures	19,458,755	-	-	-	-	-
	Salaries & Employee Benefits	423,351,890	416,093,251	428,189,328	440,847,100	450,891,955	467,520,079
	Services & Supplies/Equipment	35,653,412	32,973,281	33,272,281	33,298,181	33,363,313	33,368,378
	Irvine Settlement Agreement (Transfer to Fund 139)	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	New Station/Enhancements S&S Impacts	-	-	174,901	308,824	318,089	514,850
	One-Time Grant Expenditures	20,931,557	-	-	-	-	-
	General Fund Expenditures	482,104,859	451,234,532	464,304,510	477,122,106	487,241,357	504,071,306
B.	Incremental Increase in GF 10% Contingency	-	2,563,553	971,204	983,227	907,768	940,143
	GENERAL FUND SURPLUS/(DEFICIT)	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
C.	Operating Transfer from Operating Contingency	-	-	-	-	-	-
	Transfers to CIP Funds from General Fund Surplus	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
	One-Time Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
	CAPITAL IMPROVEMENT PROGRAM (CIP)						
	Interest Earnings	480,817	450,302	508,639	1,072,182	1,096,665	1,085,670
	Cash Contracts	1,632,441	1,652,957	1,737,012	1,789,123	1,842,798	1,898,082
	Developer Contributions	540,000	1,261,573	1,827,923	-	822,770	-
	Operating Transfers into CIP from General Fund Surplus	13,553,541	14,864,518	14,674,460	13,120,401	20,207,906	23,541,534
	Total CIP Revenue	16,206,799	18,229,350	18,748,034	15,981,706	23,970,139	26,525,287
	Fund 12110 - General Fund CIP	12,216,121	7,073,000	4,651,000	7,475,500	10,106,000	6,781,500
	Fund 123 - Fire Stations and Facilities	8,565,810	13,500,000	500,000	3,100,000	7,900,000	23,512,231
	Fund 124 - Communications & Information Systems	4,922,093	2,725,000	3,800,000	1,250,000	1,450,000	500,000
	Fund 133 - Fire Apparatus	15,671,698	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294
	Total CIP Expenses	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
D.	CIP SURPLUS/(DEFICIT) - Deposit to/withdraw from CIP reserv	(25,168,923)	(12,200,333)	(2,312,761)	(6,366,087)	(5,198,826)	(14,937,738)
	OTHER FUNDS						
	Fund 190 - WC Revenue - Transfer from GF	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Fund 190 - WC Cashflow Payments per Actuary	20,057,235	15,640,500	17,030,345	18,543,694	20,191,523	21,985,780
E.	Deposit to WC Cashflow Reserve	36,111	9,456,183	9,326,999	8,604,370	7,770,983	6,815,601
	Fund 139 - Irvine Settlement Revenue - Transfer from GF	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	Fund 139 - Irvine Settlement Expenditures - Per Agreement	2,183,000	668,000	1,168,000	1,168,000	1,168,000	1,168,000
F.	Deposit to PARS - Pension Reserve [1]	(15,000)	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
G.	Fund 171 - SFEF Expenditures	1,286,258	-	-	-	-	-
	ENDING FUND BALANCE (Note) - All Funds Combined	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516	196,463,523
	Ending Balance by Fund						
	Operating Contingency (10% of Expenditures)	40,850,172	43,413,725	44,384,929	45,368,156	46,275,924	47,216,068
	Reserve for Cash Contract City Station Maintenance	510,000	510,000	510,000	510,000	510,000	510,000
	Structural Fire Fund Entitlement Fund (Fund 171)	5,208	7,664	7,664	7,664	7,664	7,664
	Irvine Settlement Agreement (Fund 139)	23,580,524	25,141,061	26,708,180	28,349,664	29,994,379	31,637,642
	CIP FUND BALANCE	13,389,002	831,893	(1,886,464)	(9,107,523)	(15,180,845)	(30,984,310)
	Workers' Compensation Cashflow Reserve (Fund 190)	103,304,329	113,054,295	122,719,770	132,037,629	140,538,394	148,076,459
	Total Fund Balances	181,639,235	182,958,638	192,444,080	197,165,590	202,145,516	196,463,523
Note: Ending Fund Balance is calculated by adding rows A+B+C+D+E+F-G, and excludes row [a] since unencumbered fund balance is already included in the Beg. Fund Balance							

[1] The deposit to the PARS - Pension Reserve in FY2020/21 is \$1.5M. The forecast shows (\$15,000) which reflects PARS administration fees only due an offset from rebudgeting \$1.5M for one-time joint police-fire training facility and bidirectional amplifier expenditures.

FY 2021/22 Proposed Budget

Scenario 3 - 2% Salary Increase After MOU Expirations Orange County Fire Authority Five-Year Financial Forecast

	Adjusted FY 2020/21	Year 1 FY 2021/22	Year 2 FY 2022/23	Year 3 FY 2023/24	Year 4 FY 2024/25	Year 5 FY 2025/26
Beginning Fund Balance	214,187,358	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082
General Fund Revenue	495,658,401	468,662,603	479,950,403	491,227,235	508,359,710	528,556,852
General Fund Expenditures	466,236,000	436,455,252	449,268,348	462,642,215	475,398,270	488,589,618
Paydown of UAAL	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
Total General Fund Expenditures	482,104,859	451,234,532	467,055,565	483,414,762	497,212,385	517,832,249
Net General Fund Revenue	13,553,541	17,428,071	12,894,838	7,812,473	11,147,325	10,724,604
Less Incremental Increase in 10% GF Op. Cont.	-	2,563,553	1,246,310	1,337,387	1,275,605	1,319,135
General Fund Surplus / (Deficit)	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
Operating Transfers to CIP Funds	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
CIP Revenue	16,206,799	18,229,350	15,717,165	9,294,417	13,534,760	12,206,810
CIP Expenditures	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
CIP Surplus / (Deficit)	(25,168,923)	(12,200,333)	(5,343,630)	(13,053,376)	(15,634,205)	(29,256,215)
Other Fund Revenue	22,261,346	27,264,683	29,025,344	29,816,064	30,630,506	31,469,381
Other Fund Expenditures	23,526,493	16,308,500	18,198,345	19,711,694	21,359,523	23,153,780
Other Fund Surplus / (Deficit)	(1,265,147)	10,956,183	10,826,999	10,104,370	9,270,983	8,315,601
Ending CIP Fund Balance	13,389,002	831,893	(4,913,396)	(18,788,273)	(35,217,876)	(65,194,362)
Ending Fund Balance	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082	163,367,603



	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
General Fund Revenue	\$ 495.66	\$ 468.66	\$ 479.95	\$ 491.23	\$ 508.36	\$ 528.56
General Fund Expenditures	\$ 482.10	\$ 451.23	\$ 467.06	\$ 483.41	\$ 497.21	\$ 517.83

Budget Summary & Overview

Scenario 3 - 2% Salary Increase After MOU Expirations		ADJUSTED FY 2020/21	PROJECTED FY 2021/22	PROJECTED FY 2022/23	PROJECTED FY 2023/24	PROJECTED FY 2024/25	PROJECTED FY 2025/26
A.	BEGINNING FUND BALANCE - All Funds Combined	214,187,358	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082
	GENERAL FUND Revenue & Expenditures						
	Property Taxes	287,967,482	296,972,235	305,191,490	315,695,671	326,105,990	337,558,769
	State Reimbursements	8,057,496	8,011,778	8,011,778	8,011,778	8,011,778	8,011,778
	Federal Reimbursements	100,000	100,000	100,000	100,000	100,000	100,000
	One-Time Grant/ABH/RDA	39,762,655	-	-	-	-	-
	Community Redevelopment Agency Pass-thru	16,675,511	18,409,646	19,712,561	18,586,494	23,780,739	28,352,876
	Cash Contracts	127,229,659	133,229,151	135,031,498	136,802,578	138,320,645	142,483,086
	Community Risk Reduction Fees	3,655,900	6,021,323	6,021,323	6,021,323	6,021,323	6,021,323
	ALS Supplies & Transport Reimbursement	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600	4,547,600
	Interest Earnings	128,571	169,673	132,955	260,595	270,438	280,223
	Other Revenue	1,419,474	1,201,197	1,201,197	1,201,197	1,201,197	1,201,197
	[a] Unencumb. Fund Balance & Fund 139 Transfer	6,114,053	-	-	-	-	-
	General Fund Revenue	495,658,401	468,662,603	479,950,403	491,227,235	508,359,710	528,556,852
	New Positions for New Stations	-	-	3,692,138	6,512,739	6,701,410	9,875,430
	Employee Salaries	234,352,857	240,288,975	244,838,491	249,739,466	254,738,625	259,837,935
	Retirement - Regular Annual Payments	94,443,020	95,657,088	95,777,824	98,115,936	102,281,086	103,482,627
	Retirement - Accelerated Pension Paydown Plan	15,868,859	14,779,280	17,787,217	20,772,547	21,814,115	29,242,631
	Workers' Compensation (Transfer to Fund 190)	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Other Insurance	35,799,840	36,793,438	38,947,122	41,239,892	43,681,841	46,283,883
	Medicare	3,335,213	3,477,787	3,540,248	3,611,113	3,683,399	3,757,133
	One-Time Grant/ABH Expenditures	19,458,755	-	-	-	-	-
	Salaries & Employee Benefits	423,351,890	416,093,251	430,940,384	447,139,757	460,862,983	481,281,021
	Services & Supplies/Equipment	35,653,412	32,973,281	33,272,281	33,298,181	33,363,313	33,368,378
	Irvine Settlement Agreement (Transfer to Fund 139)	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	New Station/Enhancements S&S Impacts	-	-	174,901	308,824	318,089	514,850
	One-Time Grant Expenditures	20,931,557	-	-	-	-	-
	General Fund Expenditures	482,104,859	451,234,532	467,055,565	483,414,762	497,212,385	517,832,249
B.	Incremental Increase in GF 10% Contingency	-	2,563,553	1,246,310	1,337,387	1,275,605	1,319,135
	GENERAL FUND SURPLUS/(DEFICIT)	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
C.	Operating Transfer from Operating Contingency	-	-	-	-	-	-
	Transfers to CIP Funds from General Fund Surplus	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
	One-Time Paydown of UAAL from General Fund Surplus	-	-	-	-	-	-
	CAPITAL IMPROVEMENT PROGRAM (CIP)						
	Interest Earnings	480,817	450,302	503,702	1,030,207	997,473	903,259
	Cash Contracts	1,632,441	1,652,957	1,737,012	1,789,123	1,842,798	1,898,082
	Developer Contributions	540,000	1,261,573	1,827,923	-	822,770	-
	Operating Transfers into CIP from General Fund Surplus	13,553,541	14,864,518	11,648,528	6,475,086	9,871,719	9,405,469
	Total CIP Revenue	16,206,799	18,229,350	15,717,165	9,294,417	13,534,760	12,206,810
	Fund 12110 - General Fund CIP	12,216,121	7,073,000	4,651,000	7,475,500	10,106,000	6,781,500
	Fund 123 - Fire Stations and Facilities	8,565,810	13,500,000	500,000	3,100,000	7,900,000	23,512,231
	Fund 124 - Communications & Information Systems	4,922,093	2,725,000	3,800,000	1,250,000	1,450,000	500,000
	Fund 133 - Fire Apparatus	15,671,698	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294
	Total CIP Expenses	41,375,722	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025
D.	CIP SURPLUS/(DEFICIT) - Deposit to/withdraw from CIP reserv	(25,168,923)	(12,200,333)	(5,343,630)	(13,053,376)	(15,634,205)	(29,256,215)
	OTHER FUNDS						
	Fund 190 - WC Revenue - Transfer from GF	20,093,346	25,096,683	26,357,344	27,148,064	27,962,506	28,801,381
	Fund 190 - WC Cashflow Payments per Actuary	20,057,235	15,640,500	17,030,345	18,543,694	20,191,523	21,985,780
E.	Deposit to WC Cashflow Reserve	36,111	9,456,183	9,326,999	8,604,370	7,770,983	6,815,601
	Fund 139 - Irvine Settlement Revenue - Transfer from GF	2,168,000	2,168,000	2,668,000	2,668,000	2,668,000	2,668,000
	Fund 139 - Irvine Settlement Expenditures - Per Agreement	2,183,000	668,000	1,168,000	1,168,000	1,168,000	1,168,000
F.	Deposit to PARS - Pension Reserve [1]	(15,000)	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
G.	Fund 171 - SFEF Expenditures	1,286,258	-	-	-	-	-
	ENDING FUND BALANCE (Note) - All Funds Combined	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082	163,367,603
	Ending Balance by Fund						
	Operating Contingency (10% of Expenditures)	40,850,172	43,413,725	44,660,035	45,997,422	47,273,027	48,592,162
	Reserve for Cash Contract City Station Maintenance	510,000	510,000	510,000	510,000	510,000	510,000
	Structural Fire Fund Entitlement Fund (Fund 171)	5,208	7,664	7,664	7,664	7,664	7,664
	Irvine Settlement Agreement (Fund 139)	23,580,524	25,141,061	26,707,529	28,343,474	29,975,099	31,594,292
	CIP FUND BALANCE	13,389,002	831,893	(4,913,396)	(18,788,273)	(35,217,876)	(65,194,362)
	Workers' Compensation Cashflow Reserve (Fund 190)	103,304,329	113,054,295	122,716,485	132,006,411	140,441,168	147,857,847
	Total Fund Balances	181,639,235	182,958,638	189,688,317	188,076,698	182,989,082	163,367,603
Note: Ending Fund Balance is calculated by adding rows A+B+C+D+E+F-G, and excludes row [a] since unencumbered fund balance is already included in the Beg. Fund Balance							

[1] The deposit to the PARS - Pension Reserve in FY2020/21 is \$1.5M. The forecast shows (\$15,000) which reflects PARS administration fees only due an offset from rebudgeting \$1.5M for one-time joint police-fire training facility and bidirectional amplifier expenditures.

Forecast Assumptions – FY 2021/22 Budget

Basic Assumptions

The FY 2020/21 Adopted Budget approved by the Board of Directors on May 28, 2020 forms the basis for this financial forecast with the following adjustments:

- Updated total beginning fund balance from the FY 2019/20 audited financial statements.
- All approved budget adjustments that have occurred since the adoption of the budget.
- Approved FY 2020/21 mid-year adjustments.
- Proposed 5-Year CIP Plan for FY 2021/22 - FY 2025/26.

General Fund Revenues

- ***Secured Property Taxes*** – The Harris & Associates Final 2021 Report Typical Scenario provides the growth factors assumed for the forecast. The following are projections of current secured property tax growth:

FY 2020/21	4.41%
FY 2021/22	3.70%
FY 2022/23	2.94%
FY 2023/24	3.65%
FY 2024/25	3.49%
FY 2025/26	3.71%

- ***Public Utility, Unsecured, Homeowners Property Tax Relief, and Supplemental Delinquent Taxes*** – All of these categories of property taxes are projected to remain constant during the forecast period.
- ***State Reimbursements*** – State reimbursements are expected to remain constant, pending more details from CAL FIRE.
- ***Federal Reimbursements*** – This revenue is projected to remain constant.
- ***One-Time Grant/ABH/RDA Proceeds*** – These are one-time only revenues that vary significantly from year to year and therefore are not forecasted beyond the current year. Board actions to date and approved mid-year adjustments have increased the FY 2020/21 adopted budget by \$39.8M for one-time increases in grants and assistance by hire.
- ***Community Redevelopment Agency Pass-thru Revenue*** – Harris & Associates completed a Redevelopment Area Excess Revenue Analysis of pass-thru and residual revenues from the dissolution of the redevelopment agencies dated April 1, 2021. The forecast figures come from this report.
- ***Cash Contracts*** – The forecast calculations are based on the Joint Powers Agreement and subsequent amendments and year-over-year changes are estimated between 0.92% and 4.50% per year. In addition, this revenue category includes estimated John Wayne Airport

contract proceeds with an annual 4% increase cap, which is projected to continue through the forecast period.

- **Community Risk Reduction Fees** – Community risk reduction fees are projected to remain constant through the forecast period from FY 2021/22 through FY 2025/26, pending any changes approved by the Board. The fees are projected to be lower in FY 2020/21 by \$2.4M than the following years due to the impacts of COVID-19 on inspection services and new construction.
- **ALS Supplies & Transport Reimbursements** – This revenue is estimated to remain flat, pending any changes approved by the Board. Staff is currently in the process of reviewing medical supplies reimbursement rates.
- **Interest Earnings** – Assumes an annual return of 0.25% for FY 2021/22 and FY 2022/23 and 0.5% thereafter.
- **Other Revenue** – This revenue source includes various items such as reimbursements for training and cost recovery for the firefighter handcrew and is projected to remain flat over the forecast period.

General Fund Expenditures

- **Salaries & Employee Benefits** – S&EB is composed of the following factors:
 - ✓ **New Positions for New Stations** – The forecast assumes that vehicles will be in service beginning 12/1/2022 for Station 67 and 7/1/2025 for Station 12.
 - ✓ **Employee Salaries** – Projected salaries reflect increases consistent with the approved labor group MOUs.
 - ✓ **Retirement** – Retirement costs reflect projected employer retirement rates, which are based on the OCERS provided rates for FY 2021/22. The projected employer rates in the outer years of the forecast are based on a study dated 7/9/2020 prepared by Segal Consulting and provided by OCERS. FY 2021/22 rates are approximately 0.44% lower for safety and 0.69% lower for non-safety compared to FY 2020/21 rates.

FY	Safety	General	Source
2020/21	53.94%	37.61%	FY 2020/21 and FY 2021/22 based on OCERS provided rates. Outer years based on Segal Study dated 7/9/2020. Effective rates adjusted to remove impact of additional OCFA UAAL contributions
2021/22	53.50%	36.92%	
2022/23	53.30%	37.02%	
2023/24	53.50%	37.32%	
2024/25	54.70%	38.12%	

Note: employer rates shown in the table above do not include the portion of the employee rate that is paid by OCFA

FY 2020/21 includes a mid-year adjustment of \$3.0M for accelerated paydown of OCFA's Unfunded Actuarial Accrued Liability (UAAL) from unencumbered fund balance carried over from FY 2019/20.

In accordance with the Updated Snowball Strategy presented to the board in November 2015, the forecast includes the following projected UAAL paydowns:

- Contributing additional funds each year using projected savings that will be realized under new Public Employees' Pension Reform Act (PEPRA) of \$3.3M in FY 2021/22 and continuing in different amounts until payment is complete.
 - Contributing an additional \$1M each year starting in FY 2016/17 and increasing by \$2M each year until it reaches \$15M and continuing at \$15M thereafter.
 - Contributing \$1 million per year from surplus fund balance available in the Workers' Compensation Self Insurance Fund from FY 2016/17 through FY 2020/21.
 - Beginning in FY 2017/18 at mid-year, if CIP is sufficiently funded, allocate 50% of the General Fund surplus, if any, to UAAL with the remaining 50% used to fund CIP.
- ✓ **Workers' Compensation** – FY 2021/22 assumes a 50% confidence level for ongoing Workers' Compensation costs. The 50% confidence level is assumed throughout the forecast period. Workers' Compensation costs in the forecast period are based on projected payments in the Rivelle Consulting Services July 2020 Study.
- ✓ **Other Insurance** – Medical insurance rates for Firefighters are assumed to increase by 5% for years 2020 and 2021 per the Health Plan Agreement dated 3/29/2017. For staff members, it is projected to grow by 10% annually. This category also includes \$135,000 for unemployment insurance in FY 2021/22.
- ✓ **Medicare** – Annual amounts are calculated at 1.45% of projected salaries.
- **One-Time Grant/ABH Expenditures** – These are one-time only expenditures that vary significantly from year to year and therefore are not forecasted beyond FY 2020/21.
 - **Services and Supplies (S&S)** – S&S is held flat unless a new fire station is built, specific increases have been identified by section managers, or one-time grant proceeds have been received.

Net General Fund Revenue

This figure equals the General Fund Revenue minus the General Fund Expenditures.

Incremental Increase in General Fund 10% Contingency

This is the amount needed to add to the General Fund 10% Contingency each year to maintain this category of fund balance at the required policy level of 10% of General Fund expenditures (less one-time expenditures).

Transfer to Fund 139 from General Fund Surplus

This is the amount needed to pay for City of Irvine Settlement Agreement costs.

General Fund Surplus/(Deficit)

This figure is equal to the Net General Fund Revenue less the incremental increase in the General Fund 10% Contingency and the transfer out to Fund 139. In years when there is a surplus, unless

an exception is triggered, 50% is transferred to the CIP funds and 50% is used to paydown the UAAL as outlined in the Financial Stability Budget Policy. In years when there is a deficit, the deficit amount must be drawn from the 10% Contingency, and once those are exhausted, from fund balance for CIP.

Capital Improvement Program/Other Funds Revenue

- ***Interest Earnings*** – Assumes an annual return of 0.25% for FY 2021/22 and FY 2022/23 and 0.5% thereafter.
- ***State/Federal Reimbursement*** – The forecast assumes no State/Federal reimbursement revenue in the forecast period.
- ***Cash Contracts*** – The forecast calculations are based on the Joint Powers Agreement and subsequent amendments.
- ***Developer Contributions*** – The forecast assumes we will receive developer contributions to fund fire stations and vehicles in FY 2021/22, 2022/23, and FY 2024/25.
- ***Workers' Compensation Transfer*** – These amounts equal the General Fund Workers' Compensation budget.
- ***Fund 139 Transfer*** – These amounts are transferred from the General Fund to pay for various expenditures required under the City of Irvine Settlement Agreement.
- ***Operating Transfer In*** – This figure equals the Operating Transfer Out from the General Fund.

Capital Improvement Program/Other Funds Expenditures

Expenditures for each CIP fund are based on the CIP Budget.

- ***Irvine Settlement (Fund 139)*** – Budgeted expenditures in Fund 139 are based on the City of Irvine Settlement Agreement.
- ***Structural Fire Fund Entitlement (Fund 171)*** – The forecast period assumes no Structural Fire Fund Entitlement expenditures beyond FY 2020/21.
- ***Self-Insurance Fund (Fund 190)*** – Self-Insurance Fund expenditures are based on projected payments in the Rivelle Consulting Services July 2020 Workers' Compensation Actuarial Study.

Fund Balances

- ***Operating Contingency*** – Reflects policy of 10% of the General Fund expenditures each year (less one-time expenditures and UAAL payments). General Fund deficits (if applicable) are deducted from this category of fund balance.

Assigned Fund Balances

- ***Irvine Settlement (Fund 139)*** – Funding is set aside for City of Irvine Settlement Agreement costs, including the 115 Trust.

- ***Self-Insurance Fund (Fund 190)*** – Funding is set aside for Workers’ Compensation outstanding claims at the 50% confidence level per Board policy. The required amount is based on the actuarial report for Estimated Outstanding Losses as of the last full fiscal year prior to report issuance. The required funding levels are maintained by retaining funds in fund balance that reflect the difference between the workers’ compensation transfer and Fund 190 expenditures.
- ***Capital Improvement Program*** – This fund balance includes funding for future capital replacements and is reduced annually by the cost of capital assets and increased in years when there are Operating Transfers into the CIP.

ORANGE COUNTY FIRE AUTHORITY
Salaries & Employee Benefits Assumptions
May 2021

Salaries

Vacant Positions

- Vacant unfrozen positions are budgeted as follows:
 - ✓ Firefighter – step 1
 - ✓ Fire Apparatus Engineer – step 10
 - ✓ Captain – step 10
 - ✓ Fire Battalion Chief – middle of range
 - ✓ Staff positions – step 5 for entry level positions, and step 10 for positions with promotional opportunities within the same occupational class series. Mid-range assumed for Administrative Manager positions.
- The following 30 frozen positions are not funded in the proposed FY 2021/22 budget:
 - ✓ 12 Firefighters, 6 Fire Apparatus Engineers, 6 Fire Captains (positions formerly serving Placentia)
 - ✓ 3 Vacant Firefighter positions (Operations Department)
 - ✓ 1 Administrative Fire Captain (Division IV)
 - ✓ 1 Organizational & Development Training Program Manager (Human Resources)
 - ✓ 1 Office Services Specialist (PIO)

Merit Increases for Eligible Employees

- Firefighter Unit and OCEA: 2 ½ steps or 6.875% up to step 12.
- Administrative Management and Executive Management: up to 5.5% merit/step increase in August 2021, not to exceed top step.

MOU Changes

- Orange County Employees Association (OCEA)
 - ✓ Assumes no salary increases in FY 2021/22.
 - ✓ New employees hired on or after 1/1/2013 assumed to be under 2.5% @ 67 retirement plan; employee contributions vary based on age of entry.
 - Fire Management
 - ✓ Includes EMT pay increase from 4.50% to 6.25% effective July 2021.
 - Firefighter Unit
 - ✓ Includes EMT pay increase from 7.00% to 9.00% effective September 2021.
 - ✓ New employees hired on or after 1/1/2013 assumed to be under 2.7% @ 57 retirement plan; employee contributions vary based on age of entry.
 - Administrative Management
 - ✓ Assumes no salary increases in FY 2021/22.
-

- ✓ New employees hired on or after 1/1/2013 assumed to be under 2.5% @ 67 retirement plan; employee contributions vary based on age of entry.
- Executive Management
 - ✓ Deputy Chief and Assistant Chief salary ranges are adjusted based on FY 2020/21 Fire Management MOU negotiated changes, if triggered by the provisions that define the calculated salary spreads.

Backfill/Holiday/FLSA Adjustment

- Backfill is estimated at \$41,575,015 for FY 2021/22.
- Estimate is allocated to divisions/sections based on historical usage ratios.
- Holiday pay and FLSA adjustment are budgeted on a per employee basis.

Reserve Firefighters

- Based on FY 2021/22 projected usage.

Other Pay

- The following Other Pays were calculated on a per employee basis:
Supplemental Assignment Pay, Supplemental Incentive Pay, Air Pack Certification Bonus Pay, Education Incentive Pay, Emergency Medical Technician (EMT) Bonus, Plan Review Pay, Duty Officer Compensation, Bilingual Pay, Executive Management Car Allowance, FAE/PM Incentive Pay, Manpower Coordinator Pay, Aircraft Rescue Fire Fighting (ARFF) Pay, ARFF Crane Operator Pay, Hazardous Duty Pay, and Admin Manager Deferred Compensation.
- The following Other Pays were calculated based on historical costs:
ECC Move-Up Supervisor Pay, ECC Night Differential Pay, Emergency Medical Dispatch (EMD) Pay, On-Call Pay, Urban Search and Rescue (US&R) Pays, Hazardous Materials Pay, Paramedic Bonus Pay, Dispatch Trainer Pay, Plan Review Pay, and Canine Program Pay.

Vacation/Sick Payoff

- Vacation/Sick Payoff is estimated at \$6,843,463 for FY 2021/22 including retirement and Medicare benefits.
- Based on projected trends.
- Allocated to divisions/sections based on historical usage ratios.

Salary Savings

- Salary savings for vacancies is estimated at \$6,587,477 for FY 2021/22 including retirement and Medicare benefits based on projected vacancies in the Firefighter ranks.

Benefits

Group Medical

- Firefighter Unit – based on FF Health Plan Agreement rates of \$2,200 per month effective 1/1/2021.
- OCEA – based on OCEA MOU rate of \$1,107 per month effective 1/1/2021 and \$1,173 per month effective 1/1/2022.

Health & Welfare

- OCEA - \$52.20 per month per position – no change from prior years.
- Firefighter Unit – based on the FF Health Plan Agreement, the Health and Welfare will no longer be separately calculated but included as part of the Firefighter Unit Group Medical rate.

Management Insurance

- Includes Management Optional Benefits – no change.
- Assumes no changes to Life, AD&D and Disability Insurance rates.
- Dental rates are estimated to increase by 5.00% beginning 1/1/2022.
- Vision rates are estimated to increase by 0.00% beginning 1/1/2022.

Retirement

	<u>FY 2021/22 Rate</u>
General (OCEA)	39.03%
FF Unit	57.95%
Management (safety)	56.07%
Management (non-safety)	39.03%
Supported Employment	46.38%

- The above retirement rates represent rates for employees hired prior to 7/1/2011, and are net of employee contributions.
- New hires employed after 1/1/2013 are subject to the PEPRA Plan with a lower retirement rate.
- Retirement costs are net of savings related to the prepayment to OCERS of \$2,286,369.

Workers' Compensation

- FY 2021/22 amount of \$25,096,683 represents the projected expenditures at the 50% confidence level based on the actuarial report dated July 2020.
- Third Party Administrator (TPA) and excess insurance costs are included in Services and Supplies.

Unemployment Insurance

- Budgeted at \$135,000 for FY 2021/22 based on historical data.

Medicare

- 1.45% of salary for employees hired after 4/1/1986.
- Calculated effective rates are applied to Backfill/Overtime, Other Pays, Vacation/Sick Payoffs, and Salary Savings.



ORANGE COUNTY FIRE AUTHORITY
FUND 121 - GENERAL FUND
REVENUE SUMMARY
FY 2021/22

DESCRIPTION	FY 2020/21 Adjusted Budget [1]	FY 2021/22 Proposed Budget	\$ Change from FY 2020/21 Adjusted Budget	% Change from FY 2020/21 Adjusted Budget
PROPERTY TAXES [2]	\$287,967,482	\$296,972,235	\$9,004,753	3.13%
INTERGOVERNMENTAL	24,833,007	26,521,424	1,688,417	6.80%
CHARGES FOR CURRENT SVCS	135,418,399	143,906,771	8,488,372	6.27%
USE OF MONEY AND PROPERTY [3]	174,571	169,673	(4,898)	-2.81%
OTHER	1,093,500	1,092,500	(1,000)	-0.09%
SUBTOTAL REVENUE	449,486,959	468,662,603	19,175,644	4.27%
ONE-TIME REVENUE [4]	40,057,389	-	(40,057,389)	-100.00%
TOTAL REVENUE	\$489,544,348	\$468,662,603	(\$20,881,745)	-4.27%

[1] The FY 2020/21 Adjusted Budget includes all Board approved adjustments to date.

[2] Property Taxes are based on Harris & Associates final study dated April 1, 2021.

[3] Projected interest earnings are based on an annual return of 0.25% for FY 2021/22.

[4] One-Time Revenue includes one-time grants, reimbursements, and other revenue that is non-recurring in nature.

FY 2021/22 Proposed Budget

ORANGE COUNTY FIRE AUTHORITY**FUND 121 - GENERAL FUND****REVENUE DETAIL****FY 2021/22**

DESCRIPTION	FY 2020/21 Adjusted Budget	FY 2021/22 Proposed Budget	\$ Change from FY 2020/21 Adjusted Budget	% Change from FY 2020/21 Adjusted Budget
TAXES				
Property Taxes, Current Secured	\$274,052,942	\$282,332,562	\$8,279,620	3.02%
Property Taxes, Current Unsecured	7,410,709	8,087,482	676,773	9.13%
Property Taxes, Prior Unsecured	62,558	62,558	-	0.00%
Property Taxes, Supplemental	4,973,645	4,973,645	-	0.00%
Delinquent Supplemental	161,513	182,942	21,429	13.27%
Homeowner Property Tax	1,306,115	1,333,046	26,931	2.06%
TOTAL PROPERTY TAXES	287,967,482	296,972,235	9,004,753	3.13%
INTERGOVERNMENTAL				
State				
SRA-Wild lands (CAL FIRE Contract)	7,170,156	6,961,258	(208,898)	-2.91%
SRA-Wildlands (CAL FIRE Contract) -GGRF	677,340	840,520	163,180	24.09%
Assistance by Hire (State)	200,000	200,000	-	0.00%
Helicopters' Billing - CAL FIRE	10,000	10,000	-	0.00%
SUBTOTAL	8,057,496	8,011,778	(45,718)	-0.57%
Federal				
Assistance by Hire (Federal)	100,000	100,000	-	0.00%
SUBTOTAL	100,000	100,000	-	0.00%
CRA Pass-Through				
Mission Viejo Pass-Through	1,560,584	1,617,018	56,434	3.62%
Cypress Pass-Through	1,609,178	1,675,841	66,663	4.14%
Irvine Pass-Through	3,169,457	3,529,324	359,867	11.35%
La Palma Pass-Through	396,082	425,897	29,815	7.53%
Lake Forest Pass-Through	990,479	1,001,912	11,433	1.15%
San Juan Cap. Pass-Through	1,602,188	1,663,134	60,946	3.80%
County of Orange Pass-Through	4,094,247	5,097,344	1,003,097	24.50%
Yorba Linda Pass-Through	3,253,296	3,399,176	145,880	4.48%
SUBTOTAL	16,675,511	18,409,646	1,734,135	10.40%
TOTAL INTERGOVERNMENTAL	24,833,007	26,521,424	1,688,417	6.80%

ORANGE COUNTY FIRE AUTHORITY
FUND 121 - GENERAL FUND
REVENUE DETAIL
FY 2021/22

DESCRIPTION	FY 2020/21 Adjusted Budget	FY 2021/22 Proposed Budget	\$ Change from FY 2020/21 Adjusted Budget	% Change from FY 2020/21 Adjusted Budget
CHARGES FOR CURRENT SERVICES				
Cash Contracts				
Facility Maintenance Charges	300,000	300,000	-	0.00%
Tustin	8,940,102	9,496,408	556,306	6.22%
Seal Beach	5,924,437	6,191,037	266,600	4.50%
Stanton	4,853,647	5,072,061	218,414	4.50%
Santa Ana	43,762,981	45,713,065	1,950,084	4.50%
JWA Contract	5,411,217	5,627,666	216,449	4.00%
Buena Park	12,520,225	13,237,636	717,411	5.73%
San Clemente	9,748,031	10,346,348	598,317	6.14%
Westminster	12,261,107	12,812,857	551,750	4.50%
Garden Grove	23,384,867	24,432,073	1,047,206	4.50%
SUBTOTAL	127,106,614	133,229,151	6,122,537	4.82%
Community Risk Reduction Fees				
AR Late Payment Penalty	19,000	19,000	-	0.00%
Inspection Services Revenue	326,900	1,742,323	1,415,423	432.98%
Planning & Development Fees	3,250,000	4,200,000	950,000	29.23%
False Alarm	60,000	60,000	-	0.00%
SUBTOTAL	3,655,900	6,021,323	2,365,423	64.70%
Other Charges for Services				
Haz. Mat. Response Subscription Program	5,600	6,012	412	7.36%
Charge for C&E Services	100,000	100,000	-	0.00%
Mutual Aid Response Charges	2,685	2,685	-	0.00%
SUBTOTAL	108,285	108,697	412	0.38%
Ambulance Reimbursements				
Ambulance Supplies Reimbursement	1,230,100	1,230,100	-	0.00%
ALS Transport Reimbursement	3,317,500	3,317,500	-	0.00%
SUBTOTAL	4,547,600	4,547,600	-	0.00%
TOTAL CHGS FOR CURRENT SVCS	135,418,399	143,906,771	8,488,372	6.27%

FY 2021/22 Proposed Budget

ORANGE COUNTY FIRE AUTHORITY

FUND 121 - GENERAL FUND

REVENUE DETAIL

FY 2021/22

DESCRIPTION	FY 2020/21 Adjusted Budget	FY 2021/22 Proposed Budget	\$ Change from FY 2020/21 Adjusted Budget	% Change from FY 2020/21 Adjusted Budget
USE OF MONEY AND PROPERTY				
Interest				
Interest	128,571	122,673	(5,898)	-4.59%
SUBTOTAL	128,571	122,673	(5,898)	-4.59%
Other				
RFOTC Cell Tower Lease Agreement	46,000	47,000	1,000	2.17%
SUBTOTAL	46,000	47,000	1,000	2.17%
TOTAL USE OF MONEY/PROPERTY	174,571	169,673	(4,898)	-2.81%
REVENUE - OTHER				
Miscellaneous Revenue				
Other Revenue	14,000	13,000	(1,000)	-7.14%
Miscellaneous Revenue	146,000	146,000	-	0.00%
Restitution	3,000	3,000	-	0.00%
Witness Fees	5,500	5,500	-	0.00%
Joint Apprenticeship Comm (CFFJAC)	400,000	400,000	-	0.00%
Santa Ana College Agreement	450,000	450,000	-	0.00%
Sales of Surplus	75,000	75,000	-	0.00%
TOTAL OTHER REVENUE	1,093,500	1,092,500	(1,000)	-0.09%
SUBTOTAL REVENUE	449,486,959	468,662,603	19,175,644	4.27%
ONE-TIME REVENUE	40,057,389	-	(40,057,389)	-100.00%
TOTAL REVENUE	\$489,544,348	\$468,662,603	(\$20,881,745)	-4.27%

**ORANGE COUNTY FIRE AUTHORITY
FY 2021/22 Revenue Assumptions
May 2021**

Property Taxes

Current Secured

- Based on projected growth in current secured property tax of 3.70% for FY 2021/22 per Harris & Associates final study dated April 1, 2021, applied to the FY 2020/21 tax ledger and an estimated 1.27% refund factor.
- Public utility taxes (PUT) are based on historical averages and the 2020/21 tax ledger. Recent years have seen an uptick in the PUT which is reflected in the 2021/22 revenue budget.

Current Unsecured

- Based on 0% growth factor as provided by Harris & Associates.
- Based on the FY 2020/21 tax ledger and an estimated 7.24% refund factor.

Supplemental

- This category of revenue is inconsistent from year to year and thus budgeted at a consistent level and adjusted annually as part of the mid-year budget adjustment.

Homeowner Property Tax Relief

- Based on FY 2019/20 actual receipts and a reduction factor of 0.73% for FY 2021/22, which reflects historical trends.

Intergovernmental

State Responsibility Area (SRA) – Wildlands CAL FIRE Contract

- Based on the FY 2020/21 estimated contract amount. The final FY 2020/21 contract amount per the Gray Book (CAL FIRE's official notice of allocation) has not yet been received and is not anticipated prior to budget adoption.

Assistance by Hire – State

- This category of revenue is inconsistent from year to year and thus budgeted at a consistent level and adjusted annually as part of the mid-year budget adjustment.

Assistance by Hire – Federal

- This category of revenue is inconsistent from year to year and thus budgeted at a consistent level and adjusted annually as part of the mid-year budget adjustment.

Community Redevelopment Agency (CRA) Pass-thru

- The proposed budget is based on projections from the Harris & Associates final report dated April 1, 2021.

Charges for Current Services

Cash Contract Cities

- Based on estimated budget increases of 4.5% for FY 2021/22.
- Based on the 20-year JPA agreement.
- FY 2021/22 includes the third year of the 4th Post Position Phase-In Overtime Costs for the cities of Buena Park, San Clemente and Tustin.

John Wayne Airport Contract

- Based on the FY 2021/22 estimated charge.

Community Risk Reduction Fees

- Planning and Development (P&D) fees are based on the FY 2020/21 projection using the fee study, prior and current year trends, and input from the CRR staff. While plan check fees were affected by the COVID-19 crisis during FY 2020/21, it is anticipated that FY 2021/22 P&D revenue will return to anticipated levels.
- Inspection Services revenue is based on the FY 2020/21 projection using the fee study, prior and current year trends, and input from the CRR staff. While the COVID-19 crisis affected the ability to complete inspections in FY 2019/20 & FY 2020/21, it is anticipated that FY 2021/22 inspection revenue will not be affected.
- False Alarm fees have seen a downward trend in recent years due to a change in policy and have been adjusted to reflect anticipated revenue.

Advance Life Support (ALS) Transport and Supplies Reimbursements

- Based on FY 2020/21 projection.

Use of Money and Property

Interest

- Projected interest earnings are based on an estimated annual return of 0.25% for the remainder of FY 2020/21 and FY 2021/22.

Other

- The Cell Tower Lease reflects a slight increase of \$1K for FY 2021/22.

Other Revenue

Miscellaneous Revenue

- Based on prior year actuals, FY 2020/21 projections, and various lease agreements as applicable.

ORANGE COUNTY FIRE AUTHORITY
BUSINESS SERVICES DEPARTMENT S&S SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
JPA Board of Directors			
JPA Board of Directors	35,328	35,328	-
Total JPA Board of Directors	35,328	35,328	-
Clerk of the Authority			
Clerk	12,869	12,869	-
Total Clerk of the Authority	12,869	12,869	-
Finance Division			
Financial Services [1]	133,908	165,708	31,800
Financial Services Controlled	2,773,048	2,773,048	-
Total Finance Division	2,906,956	2,938,756	31,800
Purchasing			
Purchasing	48,842	48,842	-
Total Purchasing	48,842	48,842	-
Treasury and Financial Planning			
Treasury & Financial Planning	212,312	212,312	-
Total Treasury and Financial Planning	212,312	212,312	-
Legislation Division			
Legislation Division [1]	162,625	145,625	(17,000)
Total Legislation Division	162,625	145,625	(17,000)
Department Total	3,378,932	3,393,732	14,800

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Increase due to new AP Workflow Project; partially offset by reduction in Legislation Division.

FY 2021/22 Proposed Budget

BUSINESS SERVICES DEPARTMENT
JPA BOARD OF DIRECTORS
ORG 9951

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1101 - Food			
Food for Board Meetings	17,378	17,378	-
Food for Special Meetings	750	750	-
Subtotal	18,128	18,128	-
Account 1801`1810 - Office Expense			
Name Plates/Badges	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 2401`2409 - Special Department Expense			
Commemorations	3,000	3,000	-
Employee Recognition	3,000	3,000	-
Subtotal	6,000	6,000	-
Account 2701`2703 - Travel, Training and Meetings			
Executive Committee Reimbursement	1,800	1,800	-
Standing Committees Reimbursement	8,400	8,400	-
Subtotal	10,200	10,200	-
Total S&S: JPA Board of Directors	35,328	35,328	-

BUSINESS SERVICES DEPARTMENT
CLERK OF THE AUTHORITY
ORG 3311

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1601 - Memberships			
Professional Memberships	1,400	1,400	-
Subtotal	1,400	1,400	-
Account 1801`1810 - Office Expense			
Office Supplies	1,780	1,780	-
Minor Office Equipment	4,239	4,239	-
Subtotal	6,019	6,019	-
Account 2001 - Publications and Legal Notices			
Legal Publications (Public Hearings/Notices)	2,000	2,000	-
Subtotal	2,000	2,000	-
Account 2401`2409 - Special Department Expense			
Special Transportation Needs	450	450	-
Subtotal	450	450	-
Account 2701`2703 - Travel, Training and Meetings			
Training/Seminars	3,000	3,000	-
Subtotal	3,000	3,000	-
Total S&S: Clerk of Authority	12,869	12,869	-

FY 2021/22 Proposed Budget

BUSINESS SERVICES DEPARTMENT
FINANCE DIVISION
ORG 3310 & 3379

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Financial Services (Org 3310)			
Account 1601 - Memberships			
AGA/AICPA/State Board	250	250	-
American Payroll Association	500	500	-
CSMFO	550	550	-
GFOA	700	700	-
Subtotal	2,000	2,000	-
Account 1801`1810 - Office Expense			
Office Supplies	10,000	10,000	-
Postage Expense	500	500	-
Printing Costs	2,000	2,000	-
Office Equipment	1,000	1,000	-
Office Furniture	1,500	1,500	-
Subtotal	15,000	15,000	-
Account 1901`1908 - Prof. and Specialized Services			
Compliance Reporting	15,000	17,000	2,000
SB90 Claims Consultant	2,000	2,000	-
Collection Agency Fees	6,000	6,000	-
Misc. Professional Svcs	30,208	28,208	(2,000)
AP Workflow Project	-	31,800	31,800
Subtotal	53,208	85,008	31,800
Account 2101 - Rents and Leases- Equipment			
Document Destruction	1,000	1,000	-
Post Office Box Rental - Accounts Receivable	1,000	1,000	-
Subtotal	2,000	2,000	-
Account 2701`2703 - Travel, Training and Meetings			
CSMFO/GFOA/League Training/Conferences	10,000	10,000	-
AICPA/CSMFO/GFOA Webcast	3,000	3,000	-
APA/AICPA/State CPA/SCT Tech. Training	5,000	5,000	-
Banner/SCT Payroll/Finance Training	43,700	43,700	-
Subtotal	61,700	61,700	-
S&S: Financial Services	133,908	165,708	31,800

BUSINESS SERVICES DEPARTMENT
FINANCE DIVISION
ORG 3310 & 3379

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Financial Services Controlled (Org 3379)			
Account 1801`1810 - Office Expense			
Office Supplies	15,000	15,000	-
Postage Expense	52,000	40,000	(12,000)
Equipment Maintenance (mailing/folding machines)	3,000	3,000	-
Reproduction/Printing (excl. copiers)	30,000	28,000	(2,000)
Subtotal	100,000	86,000	(14,000)
Account 1901`1908 - Prof. and Specialized Services			
County Islands	199,839	199,839	-
OPTI Source Imaging	6,000	6,000	-
Internal Control Reviews	30,000	30,000	-
Property Tax Admin Fee	2,000,000	2,000,000	-
Public Accounting	70,000	70,000	-
Subtotal	2,305,839	2,305,839	-
Account 2101 - Rents and Leases - Equipment			
Copier Rental	170,000	184,000	14,000
Subtotal	170,000	184,000	14,000
Account 2601`2602 - Transportation			
Private Mileage	195,000	195,000	-
Subtotal	195,000	195,000	-
Account 3701 - Taxes and Assessments			
State Board of Equalization - Fuel Storage Tax	2,209	2,209	-
Subtotal	2,209	2,209	-
S&S: Financial Services Controlled	2,773,048	2,773,048	-
Total S&S: Finance Division	2,906,956	2,938,756	31,800

FY 2021/22 Proposed Budget

**BUSINESS SERVICES DEPARTMENT
PURCHASING
ORG 3335**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1601 - Memberships			
CA Assoc. of Public Purchasing Officers (CAPPO)	650	650	-
Nat'l Institute of Govt. Purchasing (NIGP)	550	550	-
National Purchasing Institute (NPI)	90	90	-
Subtotal	1,290	1,290	-
Account 1801`1810 - Office Expense			
Misc. Books & Subscriptions	400	400	-
Miscellaneous Supplies	1,332	1,332	-
Printing	200	200	-
Subtotal	1,932	1,932	-
Account 1901`1908 - Prof. and Specialized Services			
Planet Bids Base Software - Annual Fee	14,600	14,600	-
Planet Bids Emerg. Ops - Annual Fee	4,500	4,500	-
Planet Bids Insurance Certification - Annual Fee	3,225	3,225	-
Planet Bids Add-on - Annual Fee	2,625	2,625	-
Planet Bids RFP Module - Annual Fee	4,250	4,250	-
Planet Bids Commodity Code Licensing	800	800	-
Subtotal	30,000	30,000	-
Account 2001 - Publications and Legal Notices			
Advertising Formal Bids	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 2401`2409 - Special Department Expense			
Achievement of Excellence Award	400	400	-
Subtotal	400	400	-
Account 2701`2703 - Travel, Training and Meetings			
CAPPO Annual Conference	3,000	3,000	-
CAPPO Chapter Meetings	500	500	-
Professional Development Seminars	10,720	10,720	-
Subtotal	14,220	14,220	-
Total S&S: Purchasing	48,842	48,842	-

BUSINESS SERVICES DEPARTMENT
TREASURY AND FINANCIAL PLANNING
ORG 3333

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1301`1302 - Maintenance/Repair - Equipment			
Investment Software - Annual Support	3,954	4,113	159
Subtotal	3,954	4,113	159
Account 1601 - Memberships			
Cal Municipal Treasurer's Assoc.	155	155	-
CSMFO	260	660	400
GFOA	-	600	600
FEI	499	499	-
NAGDCA	600	600	-
Subtotal	1,514	2,514	1,000
Account 1704 - Interest Expense			
Interest Expense for Interfund Borrowing	35,000	35,000	-
Subtotal	35,000	35,000	-
Account 1901`1908 - Prof. and Specialized Services			
Cash Management Fees	80,000	80,000	-
Harris & Associates Tax Study	73,000	81,000	8,000
Subtotal	153,000	161,000	8,000
Account 2401`2409 - Special Department Expense			
Annual Prop Tax Roll- County Assessor	2,500	2,500	-
Subtotal	2,500	2,500	-
Account 2701`2703 - Travel, Training and Meetings			
CSMFO/GFOA Seminars	16,344	7,185	(9,159)
Subtotal	16,344	7,185	(9,159)
Total S&S: Treasury & Financial Planning	212,312	212,312	-

BUSINESS SERVICES DEPARTMENT
LEGISLATION DIVISION
ORG 3360

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1601 - Memberships			
California Fire Chiefs Association	125	125	-
Subtotal	125	125	-
Account 1901`1908 - Prof. and Specialized Services			
Government Consulting Services (State)	69,000	69,000	-
Legislative Consultant (Federal)	57,000	57,000	-
State Net	2,500	2,500	-
Association of Contract Counties (consultant)	20,000	3,000	(17,000)
Subtotal	148,500	131,500	(17,000)
Account 2701`2703 - Travel, Training and Meetings			
Travel	14,000	14,000	-
Subtotal	14,000	14,000	-
Total S&S: Legislation Division	162,625	145,625	(17,000)

ORANGE COUNTY FIRE AUTHORITY*COMMAND & EMERGENCY PLANNING DIVISION S&S SUMMARY***FY 2021/22 BUDGET**

	2020/21	2021/22	\$ Change
Divisions/Sections	Base Budget	Request	2020/21 Base Budget
Emergency Command Center			
Emergency Command Center	98,221	98,221	-
Total Emergency Command Center	98,221	98,221	-
Department Total	98,221	98,221	-

Grant funding and one-time items are not included in the FY 2020/21 base budget.

COMMAND AND EMERGENCY PLANNING DIVISION
EMERGENCY COMMAND CENTER
ORG 4420

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1301`1302 - Maintenance/Repair - Equipment			
Logistics Trailer Support	3,800	3,800	-
Comm. Center Maintenance	21,000	21,000	-
Headset Repairs	5,500	5,500	-
ECC A/V Maintenance	5,500	5,500	-
Subtotal	35,800	35,800	-
Account 1601 - Memberships			
APCO	480	480	-
OCFA Communications Officers	35	35	-
CALNENA	500	500	-
Cal Chiefs Communication Division	100	100	-
Subtotal	1,115	1,115	-
Account 1801`1810 - Office Expense			
DOC Equipment & Supplies	2,700	2,700	-
Lamination Supplies	1,800	1,800	-
Minor Office Equipment	1,400	1,400	-
Misc. Mapping Supplies	800	800	-
Printing Costs (Handbooks/Training Material)	4,500	4,500	-
Printer/Fax Supplies	2,000	2,000	-
Software	1,000	1,000	-
EMD/CBD	4,642	4,642	-
Misc. Office Supplies	7,974	7,974	-
Subtotal	26,816	26,816	-
Account 1901`1908 - Prof. and Specialized Services			
Hospital Association of Southern California	4,000	4,000	-
Subtotal	4,000	4,000	-
Account 2401`2415 - Prof. and Specialized Services			
Misc. Services	11,000	11,000	-
Subtotal	11,000	11,000	-
Account 2701`2703 - Travel, Training and Meetings			
Dispatcher Training & Travel	19,490	19,490	-
Subtotal	19,490	19,490	-
Total S&S: Emergency Command Center	98,221	98,221	-

ORANGE COUNTY FIRE AUTHORITY
COMMUNITY RISK REDUCTION DEPARTMENT S&S SUMMARY
FY 2021/22 BUDGET

Sections/Programs	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Planning & Development			
Plan Review Program	175,030	175,030	-
New Construction Inspection Program	12,752	12,752	-
Total Planning & Development	187,782	187,782	-
Prevention Field Services			
Prevention Field Services Program	44,649	44,649	-
Total Prevention Field Services	44,649	44,649	-
Wildland Pre-Fire Management			
Wildland Planning	102,000	102,000	-
Community Wildland Mitigation	49,571	49,571	-
Total Wildland Pre-Fire Management	151,571	151,571	-
Department Total	384,002	384,002	-

Grant funding and one-time items are not included in the FY 2020/21 base budget.

Investigations Section has been moved to the Special Operations Division effective 7/1/2021.

COMMUNITY RISK REDUCTION DEPARTMENT
PLANNING & DEVELOPMENT
ORG 4438 & 4439

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Plan Review Program (Org 4438)			
Account 1601 - Memberships			
NFPA	341	341	-
OCFPO	200	200	-
SOCALFPO	400	400	-
OC Empire ICC	300	300	-
ICC	300	300	-
SFPE	300	300	-
Subtotal	1,841	1,841	-
Account 1801`1810 - Office Expense			
Misc. Petty Cash Reimbursement	1,600	1,600	-
Misc. Office Supplies	2,039	2,039	-
Map Reproductions	1,000	1,000	-
Brochure/Pamphlet Reproduction & Postage	800	800	-
Computers/Technology	1,500	1,500	-
Code Books	2,600	2,600	-
NFPA Subscription Service Update	6,700	6,700	-
Subtotal	16,239	16,239	-
Account 1902`1908 - Prof. and Specialized Services			
Plan Review Contracts	139,078	139,078	-
Subtotal	139,078	139,078	-
Account 2701`2703 - Travel, Training and Meetings			
Code Conferences and Hearings	5,500	5,500	-
Misc. Training Travel Mileage	4,040	4,040	-
Inspector Training	8,332	8,332	-
Subtotal	17,872	17,872	-
Total S&S: Plan Review Program	175,030	175,030	-

COMMUNITY RISK REDUCTION DEPARTMENT
PLANNING & DEVELOPMENT
ORG 4438 & 4439

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
New Construction Inspection Program (Org 4439)			
Account 1601 - Memberships			
OCFPO	200	200	-
Misc. Memberships (CAFAA, CALBO etc.)	100	100	-
Subtotal	300	300	-
Account 1801`1810 - Office Expense			
Misc. Petty Cash Reimbursements	400	400	-
Misc. Office Supplies	2,952	2,952	-
Computers/Technology	1,000	1,000	-
Code Books	4,100	4,100	-
Subtotal	8,452	8,452	-
Account 2701`2703 - Travel, Training and Meetings			
Code Conferences and Hearings	1,500	1,500	-
Inspector Training	2,500	2,500	-
Subtotal	4,000	4,000	-
Total S&S: New Construction Inspection Program	12,752	12,752	-
Total S&S:Planning & Development	187,782	187,782	-

COMMUNITY RISK REDUCTION DEPARTMENT
PREVENTION FIELD SERVICES PROGRAM
ORG 4460

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1601 - Memberships			
IFCI	150	150	-
OCFPO	700	700	-
Other	200	200	-
Subtotal	1,050	1,050	-
Account 1801`1810 - Office Expense			
Misc. Petty Cash Reimbursements	775	775	-
Misc. Office Supplies	4,783	4,783	-
Implement Annual Permit Process	109	109	-
Code Books/Publications	7,500	7,500	-
Subscription - Misc. California Codes	2,100	2,100	-
Paper for Printing FIFs, Notices etc.	2,000	2,000	-
Subtotal	17,267	17,267	-
Account 2701`2703 - Travel, Training and Meetings			
Inspector Training	10,000	10,000	-
Specialized Training	11,358	11,358	-
Training & Seminars	4,974	4,974	-
Subtotal	26,332	26,332	-
Total S&S: Prevention Field Services Program	44,649	44,649	-

COMMUNITY RISK REDUCTION DEPARTMENT
WILDLAND PRE-FIRE MANAGEMENT
ORG 4554 & 4556

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Wildland Planning (Org 4554)			
Account 1101 - Food			
Food	250	250	-
Subtotal	250	250	-
Account 1301 - Maintenance/Repair - Equipment			
Other Maintenance/Repair - Miscellaneous	16,000	16,000	-
Subtotal	16,000	16,000	-
Account 1601 - Memberships			
Memberships	750	750	-
Subtotal	750	750	-
Account 1801`1810 - Office Expense			
Misc. Office Supplies	10,000	10,000	-
Subtotal	10,000	10,000	-
Account 1902`1908 - Prof. and Specialized Services			
Misc. Professional and Specialized Services	2,500	2,500	-
Subtotal	2,500	2,500	-
Account 2101 - Rents and Leases - Equipment			
Misc. Rental Expense	45,000	45,000	-
Subtotal	45,000	45,000	-
Account 2401`2409 - Special Department Expense			
Special Department Expense	10,000	10,000	-
Sand	10,000	10,000	-
Subtotal	20,000	20,000	-
Account 2701 - Training			
Misc. Training	7,500	7,500	-
Subtotal	7,500	7,500	-
S&S: Wildland Planning	102,000	102,000	-

COMMUNITY RISK REDUCTION DEPARTMENT
WILDLAND PRE-FIRE MANAGEMENT
ORG 4554 & 4556

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Community Wildland Mitigation (Org 4556)			
Account 1601 - Memberships			
Memberships	750	750	-
Subtotal	750	750	-
Account 1801`1810 - Office Expense			
Misc. Office Supplies	17,871	17,871	-
Subtotal	17,871	17,871	-
Account 1902`1908 - Prof. and Specialized Services			
Misc. Professional and Specialized Services	900	900	-
Subtotal	900	900	-
Account 2401`2409 - Special Department Expense			
Special Department Expense	17,550	17,550	-
Subtotal	17,550	17,550	-
Account 2701`2703 - Travel, Training and Meetings			
Travel and Training Expense	12,500	12,500	-
Subtotal	12,500	12,500	-
S&S: Community Wildland Mitigation	49,571	49,571	-
Total S&S: Wildland Pre-Fire Management	151,571	151,571	-

ORANGE COUNTY FIRE AUTHORITY***EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT S&S SUMMARY*****FY 2021/22 BUDGET**

Sections	2020/21 Base Budget	2021/22 Request	\$ Change 2020/21 Base Budget
Emergency Medical Services			
Emergency Medical Services [1]	1,448,455	1,652,080	203,625
WEFIT Program	1,346,955	1,346,955	-
Total Emergency Medical Services	2,795,410	2,999,035	203,625
Operations Training and Safety [2]	984,856	882,981	(101,875)
Operations Training and Promotions	18,500	18,500	-
Department Total	3,798,766	3,900,516	101,750

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Increase due to increased costs for paramedic tuition (\$79K), pharmaceuticals (\$100K) and ACCD equipment maintenance (\$25K).

[2] Former Organizational Development & Training budget moved to Executive Management Department.

FY 2021/22 Proposed Budget

EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT EMERGENCY MEDICAL SERVICES ORG 1441, 3354

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Emergency Medical Services (Org 1441)			
Account 1101 - Food			
Misc. Food	1,000	1,000	-
Food for Panel Interviews	2,000	2,000	-
Subtotal	3,000	3,000	-
Account 1301`1302 - Maintenance/Repair - Equipment			
Durable Medical Equipment Maintenance	2,500	2,500	-
ACCD Equipment Maintenance	-	25,000	25,000
Subtotal	2,500	27,500	25,000
Account 1501`1509 - Medical Supplies and Equipment			
Pharmaceuticals/Vaccines	200,000	300,000	100,000
Medical Supplies	725,920	725,920	-
Medical Equipment	70,243	70,243	-
Misc. Supplies & Equipment	115,456	115,456	-
Subtotal	1,111,619	1,211,619	100,000
Account 1801`1810 - Office Expense			
Office Supplies including Texts	18,886	18,886	-
Subtotal	18,886	18,886	-
Account 1901`1908 - Prof. and Specialized Services			
Annual TB Testing	92,000	92,000	-
Misc. Professional Services	20,600	20,600	-
Subtotal	112,600	112,600	-
Account 2401`2409 - Special Department Expense			
Paramedic Certification	7,000	7,000	-
Paramedic Accreditation	5,000	5,000	-
Paramedic Recertification	30,100	30,100	-
EMT Recertification	34,000	34,000	-
Controlled Medication Management System	52,000	52,000	-
UCI Training	2,500	2,500	-
Misc. Expenditures	30,000	30,000	-
Service Pins and Plaques	500	500	-
Subtotal	161,100	161,100	-
Account 2701`2703 - Travel, Training and Meetings			
Paramedic Tuition	34,750	113,375	78,625
Out of County Travel	3,000	3,000	-
Misc. Travel & Training	1,000	1,000	-
Subtotal	38,750	117,375	78,625
S&S: Emergency Medical Services	1,448,455	1,652,080	203,625

EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT
EMERGENCY MEDICAL SERVICES
ORG 1441, 3354

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
WEFIT Program (Org 3354)			
Account 1001`1002 - Clothing & Personal Supplies			
Clothing and Personal Supplies	15,000	15,000	-
Subtotal	15,000	15,000	-
Account 1301`1302 - Maintenance/Repair - Equipment			
Exercise Equipment Maintenance	30,000	30,000	-
Subtotal	30,000	30,000	-
Account 1601 - Memberships			
Commercial Fitness Center Memberships	11,000	11,000	-
Subtotal	11,000	11,000	-
Account 1801`1810 - Office Expense			
Health/Fitness Educational Material	1,500	1,500	-
Subtotal	1,500	1,500	-
Account 1901`1908 - Prof. and Specialized Services			
Physical Exams and Fitness Testing	1,164,319	934,319	(230,000)
WEFIT Academy Support	-	230,000	230,000
Subtotal	1,164,319	1,164,319	-
Account 2401`2409 - Special Department Expense			
Exercise Equipment	105,136	105,136	-
Subtotal	105,136	105,136	-
Account 2701`2703 - Travel, Training and Meetings			
Fitness Training/Classes	20,000	20,000	-
Subtotal	20,000	20,000	-
S&S: WEFIT Program	1,346,955	1,346,955	-
Total S&S: Emergency Medical Services	2,795,410	2,999,035	203,625

EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT
OPERATIONS TRAINING & SAFETY
ORG 1440 & 1448

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Ops Training and Safety (Org 1440)			
Account 1101 - Food			
Training Seminar Meals/FF Graduations	13,000	13,000	-
Subtotal	13,000	13,000	-
Account 1601 - Memberships			
International Society of Fire Instructors	61	61	-
National Clearing House for Leadership	46	46	-
National Fire Protection Association	127	127	-
So. Area Fire Equip Research	76	76	-
So. Cal & OC Training Officers Association	461	461	-
Subtotal	771	771	-
Account 1801`1809 - Office Expense			
Books & Training Materials	27,000	27,000	-
Subscriptions	3,500	3,500	-
Misc. Office Supplies	1,782	1,782	-
Subtotal	32,282	32,282	-
Account 1901`1908 - Prof. and Specialized Services			
Rancho Santiago Library	1,191	1,191	-
Subtotal	1,191	1,191	-
Account 2401`2409 - Special Department Expense			
Misc. Special Expenses	12,000	12,000	-
Television	3,000	3,000	-
Training Video, CDs, and Slides	4,500	4,500	-
Digital Media	2,500	2,500	-
Subtotal	22,000	22,000	-

EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT
OPERATIONS TRAINING & SAFETY
ORG 1440 & 1448

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2701`2703 - Travel, Training and Meetings			
California Training Officer's Conference	6,100	6,100	-
Various NFA Courses	3,750	3,750	-
Various Training Courses incl. Organizat'l Dev. Training	101,875	-	(101,875)
Training Opportunities including Target Solutions	320,887	320,887	-
Subtotal	432,612	330,737	(101,875)
Account 2801`2805 - Utilities			
Live Fire Prop Supplies	33,000	33,000	-
Subtotal	33,000	33,000	-
S&S: Ops Training and Safety	534,856	432,981	(101,875)
CA FF Joint Apprenticeship Committee (CFFJAC) (Org 1448)			
Account 2401`2409 - Special Department Expense			
Misc. Expenditures	450,000	450,000	-
Subtotal	450,000	450,000	-
S&S: CFFJAC	450,000	450,000	-
Total S&S: Ops Training and Safety	984,856	882,981	(101,875)

EMERGENCY MEDICAL SERVICES & TRAINING DEPARTMENT
OPERATIONS TRAINING & PROMOTIONS
ORG 6000

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1101 - Food			
Misc. Expenditures	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 1601 - Memberships			
Misc. Memberships	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 1801`1809 - Office Expense			
Misc. Office Expenses	2,500	2,500	-
Subtotal	2,500	2,500	-
Account 1901`1908 - Prof. and Specialized Services			
Misc. Expenditures	4,500	4,500	-
Subtotal	4,500	4,500	-
Account 2401`2409 - Special Department Expense			
Misc. Special Expenditures	1,500	1,500	-
Subtotal	1,500	1,500	-
Account 2701`2703 - Travel, Training and Meetings			
California Training Officer's Conference	8,000	8,000	-
Subtotal	8,000	8,000	-
Total S&S: Ops Training & Promotions	18,500	18,500	-

ORANGE COUNTY FIRE AUTHORITY
EXECUTIVE MANAGEMENT S&S SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Executive Management			
Executive Management [1]	672,866	700,816	27,950
Executive Management Support [1]	98,318	70,368	(27,950)
Fire Chief Training Opportunities [2]	-	101,875	101,875
Total Executive Management	771,184	873,059	101,875
Corporate Communications			
Multimedia	39,000	39,000	-
Public Information Office	8,775	8,775	-
Community Education	115,654	115,654	-
RFOTC Open House	11,000	11,000	-
Total Corporate Communications	174,429	174,429	-
Department Total	945,613	1,047,488	101,875

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Increase of \$27,950 for meeting expenses in Executive Management offset by a corresponding decrease of \$27,950 for subscription fees in Executive Management Support.

[2] Increase due to transfer of training expenses from Operations Training & Safety Division to Fire Chief Training Opportunities.

FY 2021/22 Proposed Budget

EXECUTIVE MANAGEMENT
EXECUTIVE MANAGEMENT
ORG 9901, 9905 and 9908

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Executive Management (Org 9901)			
Account 1101 - Food			
Food for Special Meetings	400	400	-
Subtotal	400	400	-
Account 1601 - Memberships			
Assoc. of California Cities, Orange County	10,000	10,000	-
International Assoc. of Fire Chiefs	1,350	1,350	-
CA Fire Chiefs' Assoc.	2,000	2,000	-
Nat'l Fire Protection Assoc.	300	300	-
AFSS	100	100	-
Subtotal	13,750	13,750	-
Account 1801'1810 - Office Expense			
Office Supplies	947	947	-
Subtotal	947	947	-
Account 1901'1908 - Prof and Specialized Services			
Legal Counsel Services	528,769	528,769	-
Consultant Services	20,000	20,000	-
Labor Negotiation Services	70,000	70,000	-
Subtotal	618,769	618,769	-
Account 2401'2409 - Special Department Expense			
Special Department Expense	22,500	22,500	-
Subtotal	22,500	22,500	-
Account 2701'2703 - Travel, Training and Meetings			
Meetings with State Officials	10,000	37,950	27,950
Seminars & Workshops	6,500	6,500	-
Subtotal	16,500	44,450	27,950
S&S: Executive Management	672,866	700,816	27,950

EXECUTIVE MANAGEMENT
EXECUTIVE MANAGEMENT
ORG 9901, 9905 and 9908

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Executive Management Support (Org 9905)			
Account 1001'1003 - Clothing and Personal Supplies			
Badges	28,086	28,086	-
Subtotal	28,086	28,086	-
Account 1601 - Memberships			
CA Fire Chiefs' Association	365	365	-
International Association of Fire Chiefs	731	731	-
California League of Cities	365	365	-
Subtotal	1,461	1,461	-
Account 1801'1810 - Office Expense			
Office Supplies	2,739	2,739	-
Subtotal	2,739	2,739	-
Account 1901'1908 - Prof. and Specialized Services			
Honor Guard/Pipes & Drums	3,652	3,652	-
Annual Lexipol Subscription Fees	27,950	-	(27,950)
Subtotal	31,602	3,652	(27,950)
Account 2401'2409 - Special Department Expense			
Ribbons, etc. for Protocol/Ceremony	15,300	15,300	-
Subtotal	15,300	15,300	-
Account 2701 – Travel, Training and Meetings			
Travel for Honor Guard/Pipes & Drums	10,000	10,000	-
Miscellaneous - Executive Management Support	9,130	9,130	-
Subtotal	19,130	19,130	-
S&S: Executive Management Support	98,318	70,368	(27,950)
Fire Chief Training Opportunities (Org 9908)			
Account 2701 – Travel, Training and Meetings			
Various Training Courses	-	101,875	101,875
Subtotal	-	101,875	101,875
S&S: Fire Chief Training Opportunities	-	101,875	101,875
Total S&S: Executive Management	771,184	873,059	101,875

EXECUTIVE MANAGEMENT
CORPORATE COMMUNICATIONS
ORG 1450, 1460, 4449 and H800

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Multimedia (Org 1450)			
Account 1301`1302 - Maintenance/Repair - Equipment			
Audio Visual Equipment Repair	1,500	1,500	-
Miscellaneous Maintenance	1,000	1,000	-
Subtotal	2,500	2,500	-
Account 1801`1809 - Office Expense			
Software	7,000	7,000	-
Subtotal	7,000	7,000	-
Account 2101 - Rents and Leases - Equipment			
Audio Visual Equipment Rental	2,000	2,000	-
Subtotal	2,000	2,000	-
Account 2401`2409 - Special Department Expense			
Blank Videos, CDs and DVDs	1,000	1,000	-
Photo Printing and Scanning	3,500	3,500	-
Miscellaneous Audio Visual Supplies	7,000	7,000	-
Upgraded Audio Visual Equipment and Computer	5,500	5,500	-
Music License	3,500	3,500	-
Social Media Posts	5,000	5,000	-
Subtotal	25,500	25,500	-
Account 2701`2703 - Travel, Training and Meetings			
Audio Visual Specialist Training	2,000	2,000	-
Subtotal	2,000	2,000	-
S&S: Multimedia	39,000	39,000	-

EXECUTIVE MANAGEMENT
CORPORATE COMMUNICATIONS
ORG 1450, 1460, 4449 and H800

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Public Information Office (Org 1460)			
Account 1601 - Memberships			
So. California Public Information Officers Association	75	75	-
California Association of Public Information Officers	525	525	-
State Fire Chief's Association/AFSS	150	150	-
National Information Officers Association	225	225	-
Subtotal	975	975	-
Account 1801`1810 - Office Expense			
Media (Subscriptions/Guides)	750	750	-
Miscellaneous Supplies	1,450	1,450	-
Subtotal	2,200	2,200	-
Account 2701`2703 - Travel, Training and Meetings			
California State Fire Marshall Classes	2,000	2,000	-
CSTI Training - PIO	1,200	1,200	-
Misc training for PIO	2,400	2,400	-
Subtotal	5,600	5,600	-
S&S: Public Information Office (PIO)	8,775	8,775	-

FY 2021/22 Proposed Budget

**EXECUTIVE MANAGEMENT
CORPORATE COMMUNICATIONS
ORG 1450, 1460, 4449 and H800**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Community Education (Org 4449)			
Account 1301`1302 - Maintenance/Repair - Equipment			
Miscellaneous Maintenance	2,000	2,000	-
Subtotal	2,000	2,000	-
Account 1601 - Memberships			
Memberships	500	500	-
Subtotal	500	500	-
Account 1801`1810 - Office Expense			
Office Expense	5,000	5,000	-
Subtotal	5,000	5,000	-
Account 1902`1908 - Prof. and Specialized Services			
Misc. Professional and Specialized Services	3,000	3,000	-
Subtotal	3,000	3,000	-
Account 2401`2409 - Special Department Expense			
Smoke Alarm Program	3,554	3,554	-
Marketing/Education Materials	54,600	54,600	-
Materiel for Various Events	17,000	17,000	-
Drowning Prevention Program	25,000	25,000	-
Subtotal	100,154	100,154	-
Account 2701`2703 - Travel, Training and Meetings			
Travel and Training Expense	5,000	5,000	-
Subtotal	5,000	5,000	-
S&S: Community Education Program	115,654	115,654	-
RFOTC Open House (Org H800)			
Account 2401`2409 - Special Department Expense			
Special Department Expense	11,000	11,000	-
S&S: RFOTC Open House	11,000	11,000	-
S&S: Community Education	126,654	126,654	-
Total S&S: Corporate Communications	167,029	174,429	-

ORANGE COUNTY FIRE AUTHORITY
HUMAN RESOURCES DEPARTMENT S&S SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Benefits			
Benefits	368,925	368,925	-
Total Benefits	<u>368,925</u>	<u>368,925</u>	<u>-</u>
Employee Relations			
Employee Relations	147,266	147,266	-
Total Employee Relations	<u>147,266</u>	<u>147,266</u>	<u>-</u>
Recruitment			
Recruitment [1]	885,265	796,165	(89,100)
Total Recruitment	<u>885,265</u>	<u>796,165</u>	<u>(89,100)</u>
Risk Management			
Risk Management	1,724,517	1,904,349	179,832
Risk Management Controlled	1,662,650	2,351,299	688,649
Total Risk Management [2]	<u>3,387,167</u>	<u>4,255,648</u>	<u>868,481</u>
Department Total	<u><u>4,788,623</u></u>	<u><u>5,568,004</u></u>	<u><u>779,381</u></u>

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Decrease due to savings in background checks and pre-employment psychological assessments.

[2] Increase due to ongoing funding for insurance premiums (\$426,632), workers' compensation self-insurance excess loss premium (\$262,017) and state workers' compensation program funding (\$179,832).

HUMAN RESOURCES DEPARTMENT
BENEFITS DIVISION
ORG 3351

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1201 - Insurance			
OCPFA GBT Survivor Benefit	43,000	38,000	(5,000)
Subtotal	43,000	38,000	(5,000)
Account 1601 - Memberships			
Benefit Membership & Certifications	2,500	2,500	-
Subtotal	2,500	2,500	-
Account 1901'1908 - Prof. and Specialized Services			
Class & Comp Services	100,000	80,000	(20,000)
Discovery Benefits COBRA & FSA	3,800	9,570	5,770
Management Physicals	4,466	4,466	-
Banking Fee for RFF Dental and Vision TPA	300	300	-
Health and Wellness Benefits Fair	3,000	3,000	-
Bilingual Testing	1,875	1,875	-
Subtotal	113,441	99,211	(14,230)
Account 2401'2409 - Special Department Expense			
Tuition Reimbursement	185,000	185,000	-
Subtotal	185,000	185,000	-
Account 2701'2703 - Travel, Training and Meetings			
CalPELRA & PELRAC	4,000	4,000	-
Various Trainings	4,250	4,250	-
CSU Fullerton Leadership Development Program	10,484	10,484	-
Future Leadership Development Program	-	19,230	19,230
LCW Annual Conference	1,950	1,950	-
CalPERS Benefit Conference	3,100	3,100	-
Spark Training	1,200	1,200	-
Subtotal	24,984	44,214	19,230
Total S&S: Benefits Division	368,925	368,925	-

HUMAN RESOURCES DEPARTMENT
EMPLOYEE RELATIONS DIVISION
ORG 3385

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1601 - Memberships			
OC HR Consortium	250	250	-
OC HR Consortium LCW with Law Library	4,150	4,150	-
California State Bar	525	-	(525)
CalPELRA	2,600	2,600	-
Association of Workplace Investigators	675	-	(675)
PELRAC	1,050	1,050	-
NPELRA	525	525	-
Subtotal	9,775	8,575	(1,200)
Account 1801`1810 - Office Expense			
Misc. Books & Subscriptions	8,470	8,470	-
Office Supplies	2,585	2,585	-
Subtotal	11,055	11,055	-
Account 1901`1908 - Prof. and Specialized Services			
Investigation Services	-	-	-
Legal Services	10,000	10,000	-
Customized Training & Crisis Management	23,000	23,000	-
External Investigation Services	73,636	73,636	-
Subtotal	106,636	106,636	-
Account 2001 - Publications and Legal Notices			
Federal Notices	3,300	1,500	(1,800)
Subscriptions	2,000	1,000	(1,000)
Subtotal	5,300	2,500	(2,800)
Account 2701`2703 - Travel, Training and Meetings			
CalPELRA	10,000	10,000	-
Burstein Prihar Advocacy Workshop		2,800	2,800
LCW Annual Conference	3,000	3,000	-
Webinars	1,500	1,500	-
Misc. Training		1,200	1,200
Subtotal	14,500	18,500	4,000
Total S&S: Employee Relations Division	147,266	147,266	-

FY 2021/22 Proposed Budget

**HUMAN RESOURCES DEPARTMENT
RECRUITMENT DIVISION
ORG 3390**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1101 - Food			
Recruitment & Promotions Interviews/Assessment Centers	21,050	21,050	-
Subtotal	21,050	21,050	-
Account 1301 - Maintenance/Repair - Equipment			
NEOGOV Insight	10,081	10,081	-
NEOGOV Performance Appraisal	30,248	30,248	-
NEOGOV Onboarding	16,405	16,405	-
OPAC Pre-Employment Testing	5,245	5,245	-
CritiCall Dispatcher Pre-Employment Testing	1,575	1,575	-
Subtotal	63,554	63,554	-
Account 1601 - Memberships			
SHRM	219	219	-
Personnel Testing Council of So Cal	80	80	-
IPMA Agency	1,005	1,005	-
Subtotal	1,304	1,304	-
Account 1801`1810 - Office Expense			
Misc. Supplies	2,500	2,500	-
Postage	100	100	-
Printing	500	500	-
Document Destruction	960	960	-
Subtotal	4,060	4,060	-
Account 1901`1908 - Prof. and Specialized Services			
Exam Development & Test Materials	110,161	110,161	-
Fingerprint Services	20,128	20,128	-
Pre-Employment Background Investigations	268,500	268,500	-
Seasonal HCFF Irvine - Background Check	37,500	-	(37,500)
Employment Physicals	282,924	282,924	-
Pre-Employment Psychological Assessments	51,600	-	(51,600)
Subtotal	770,813	681,713	(89,100)

HUMAN RESOURCES DEPARTMENT
RECRUITMENT DIVISION
ORG 3390

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2201 - Rents & Leases - Facilities			
Safety Exams	8,184	8,184	-
Non-Safety Exams	2,000	2,000	-
Subtotal	10,184	10,184	-
Account 2401'2409 - Special Department Expense			
Recruitment Advertising & Job Fairs	8,000	8,000	-
Subtotal	8,000	8,000	-
Account 2701'2703 - Travel, Training and Meetings			
NEOGOV	5,500	5,500	-
HR Staff Training	800	800	-
Subtotal	6,300	6,300	-
Total S&S: Recruitment Division	885,265	796,165	(89,100)

FY 2021/22 Proposed Budget

HUMAN RESOURCES DEPARTMENT RISK MANAGEMENT DIVISION ORG 3355, 3349

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Risk Management (Org 3355)			
Account 1601 - Memberships			
PARMA	150	150	-
American Society of Safety Engineers	180	180	-
Public Risk Management Association	385	385	-
Public Safety Management Association	75	75	-
Council of Self-Insured Public Agencies	100	100	-
Subtotal	890	890	-
Account 1801`1810 - Office Expense			
Office Supplies	3,212	3,212	-
Subtotal	3,212	3,212	-
Account 1901`1908 - Prof. and Specialized Services			
Drug Testing (DOT and Non-EOT)	5,000	5,000	-
Occupation Medical Services	39,935	39,935	-
Risk Management Technical Services	30,025	30,025	-
Self-Insurance TPA - Workers' Comp	696,238	696,238	-
RFOTC 24/7 Uniformed Security Guard	166,488	166,488	-
Workers' Compensation Claims Auditor	23,000	23,000	-
Workers' Comp. User Funding Assessm.	470,168	650,000	179,832
Annual Workers' Compensation Actuarial	7,650	7,650	-
Certificate of Insurance Tracking	12,000	12,000	-
Sergeant At Arms for Board Meetings	8,000	8,000	-
Counseling for Behavioral Health & Wellness Services	150,000	150,000	-
Subtotal	1,608,504	1,788,336	179,832
Account 2401`2409 - Special Department Expense			
HAZMAT Removal	15,000	15,000	-
Compliance Permits	65,000	65,000	-
Subtotal	80,000	80,000	-
Account 2701`2703 - Travel, Training and Meetings			
Training and Conference	31,911	31,911	-
Subtotal	31,911	31,911	-
S&S: Risk Management	1,724,517	1,904,349	179,832

HUMAN RESOURCES DEPARTMENT
RISK MANAGEMENT DIVISION
ORG 3355, 3349

Item Description	2020/21	2021/22	\$ Change
	Base Budget	Request	fr 2020/21 Base Budget
Risk Management Controlled (Org 3349)			
Account 1201 - Insurance			
Aircraft Liability	155,000	222,000	67,000
Liability/Property Insurance	1,000,000	1,359,632	359,632
Insurance Deductibles	50,000	50,000	-
Insurance Broker Fees	27,500	27,500	-
Self insured Property Claim Loss	15,000	15,000	-
Vehicle Verifier Bond	150	150	-
WC Self Insurance Excess Loss Premium	415,000	677,017	262,017
Subtotal	1,662,650	2,351,299	688,649
S&S: Risk Management Controlled	1,662,650	2,351,299	688,649
Total S&S: Risk Management Division	3,387,167	4,255,648	868,481



ORANGE COUNTY FIRE AUTHORITY
LOGISTICS DEPARTMENT S&S SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Fleet Services Division			
Fleet Services	150,393	125,390	(25,003)
Automotive Stock	3,284,416	3,284,419	3
Total Fleet Services Division [1]	3,434,809	3,409,809	(25,000)
Information Technology Division			
Communications & IT Infrastructure	1,928,327	2,065,827	137,500
Systems Development & Support	1,459,772	1,368,280	(91,492)
Communications & Workplace Support	1,455,127	1,546,619	91,492
GIS & Mapping	186,170	186,170	-
Total Information Technology Division [2]	5,029,396	5,166,896	137,500
Property Management Division			
Property Management	5,026,494	5,176,494	150,000
Total Property Management Division [3]	5,026,494	5,176,494	150,000
Service Center Division			
Service Center	46,065	46,070	5
Service Center Inventory	2,547,565	2,689,820	142,255
Total Service Center Division [4]	2,593,630	2,735,890	142,260
Department Total	16,084,329	16,489,089	404,760

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Various Fleet Services Division S&S expenses were decreased in total by \$25,000 to offset an equivalent increase in salaries & benefits.

[2] Increase of \$137,500 for 800 MHz partnership.

[3] One-time increase of \$150,000 for FS 11 roofing and painting.

[4] Increase of \$142,260 for support of the second fire academy.

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
FLEET SERVICES DIVISION
ORG 4450 & 4459

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Fleet Services (Org 4450)			
Account 1001 - Clothing and Personal Supplies			
Uniform Service	15,000	12,400	(2,600)
Subtotal	15,000	12,400	(2,600)
Account 1301`1302 - Maintenance/Repair - Equipment			
Misc. Shop Equipment	9,500	5,200	(4,300)
Fleet Services Software Maintenance	15,000	15,000	-
Subtotal	24,500	20,200	(4,300)
Account 1601 - Memberships			
Misc. Memberships (i.e. MEMA & Cal Fire)	340	340	-
Subtotal	340	340	-
Account 1801`1810 - Office Expense			
Misc. Office Expense	6,063	6,060	(3)
Subtotal	6,063	6,060	(3)
Account 1901`1908 - Prof. and Specialized Services			
Drive Off Service	5,000	5,000	-
Parts Washer Service	2,000	2,000	-
Reclamation Environmental Services	9,260	6,360	(2,900)
Subtotal	16,260	13,360	(2,900)
Account 2300 - Small Tools and Instruments			
Tool Reimbursement	31,550	26,050	(5,500)
Subtotal	31,550	26,050	(5,500)
Account 2401`2409 - Special Dept Expense			
DMV Fees	1,800	1,800	-
Subtotal	1,800	1,800	-
Account 2701`2703 - Travel, Training and Meetings			
Training	54,880	45,180	(9,700)
Subtotal	54,880	45,180	(9,700)
S&S: Fleet Services	150,393	125,390	(25,003)

LOGISTICS DEPARTMENT
FLEET SERVICES DIVISION
ORG 4450 & 4459

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Automotive Stock (Org 4459)			
Account 1301`1302 - Maintenance/Repair - Equipment			
Air Utility Services	1,500	1,500	-
Antifreeze	13,500	13,500	-
DEF	10,000	10,000	-
Auto Glass Service	1,300	1,300	-
Batteries (Vehicle)	95,000	95,000	-
Gel Cell batteries	15,100	15,100	-
Car Wash/Detailing	13,000	13,000	-
Starter/Alternator Repairs	15,450	15,450	-
Chevrolet Engine/Body Parts (Light)	45,000	45,000	-
Code 3 Equipment/Light Bar	25,000	25,000	-
Diesel Engine Service & Repair	38,000	38,000	-
Dozer Parts & Service	28,000	28,000	-
Ford Parts & Repairs	115,000	115,000	-
Generator Parts	3,000	3,000	-
Heavy & Light Apparatus PM	305,000	305,000	-
Fire Truck Maintenance Parts	180,000	180,000	-
Misc. Shop Equipment	28,838	28,840	2
Oil	50,000	50,000	-
Parts (Heavy)	39,000	39,000	-
Parts (Light)	50,000	50,000	-
Misc. Parts & Service	40,000	40,000	-
Radiator	20,000	20,000	-
Smog	3,000	3,000	-
Suspension/Brakes (Heavy)	75,000	75,000	-
Tires Parts & Labor	431,125	431,129	4
Towing Heavy/Light	6,000	6,000	-
Transmission Repairs & Services	60,000	60,000	-
Upholstery	8,000	8,000	-
International Truck Parts	70,000	70,000	-
Battery Chargers/Electric	25,000	25,000	-
Garden Grove Transition Allocation	-	-	-
Subtotal	1,809,813	1,809,819	6
Account 1901`1908 - Prof. and Specialized Services			
Aerial Recertification	36,450	36,450	-
Drive Off Service	550	550	-
Parts Washer Service	3,000	3,000	-
Subtotal	40,000	40,000	-

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
FLEET SERVICES DIVISION
ORG 4450 & 4459

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2601`2602 - Transportation			
Diesel Fuel	630,000	630,000	-
Fuel Credit Cards	435,000	435,000	-
Gasoline	369,603	369,600	(3)
Subtotal	1,434,603	1,434,600	(3)
S&S: Automotive Stock	3,284,416	3,284,419	3
Total S&S: Fleet Services Division	3,434,809	3,409,809	(25,000)

LOGISTICS DEPARTMENT
INFORMATION TECHNOLOGY DIVISION
ORG 3380, 4350, 4423 and 4355

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Communications & IT Infrastructure (Org 3380)			
Account 1051 - Communications			
Utility Service for Phone Lines/Data Circuit	550,000	625,000	75,000
Cell/PC/tablet/landline	9,813	9,810	(3)
Cable Services	8,210	8,210	-
Satellite TV Services	2,000	2,000	-
Language Line	100	100	-
US&R Warehouse	2,400	2,400	-
Subtotal	572,523	647,520	74,997
Account 1301`1302 - Maintenance/Repair - Equipment			
Network Router/switch Maintenance	101,000	101,000	-
Server Operating Sys. Software	19,588	19,590	2
Remote Connection Maintenance	15,000	15,000	-
Contract Services	14,817	14,820	3
Internet Service Providers	52,800	52,800	-
Anti-Virus/Anti-Spam	36,000	36,000	-
Server Hardware	51,999	52,000	1
Storage Area Network	43,000	43,000	-
Maintenance for RFOTC Telephone Systems	50,000	50,000	-
County of Orange-800 MHz Partnership	374,690	437,190	62,500
Antivirus Maintenance	13,000	13,000	-
911 Voice Recording Maintenance	11,000	11,000	-
Offsite Data Storage	19,000	19,000	-
Email Enterprise backup	35,000	35,000	-
VPN Maintenance	38,000	38,000	-
Virtualization Maintenance	25,000	25,000	-
Telephone Maintenance	25,000	25,000	-
Fire Station Alerting System Maintenance	96,000	96,000	-
CLETS Data line (for Investigations)	13,500	13,500	-
Radio Emergency Comm.(Genwatch Support)	18,000	18,000	-
Network/Server Monitoring (SolarWinds Supp)	16,000	16,000	-
Subtotal	1,068,394	1,130,900	62,506
Account 1801`1810 - Office Expense			
IT Office Supplies & Software	24,566	24,567	1
Subtotal	24,566	24,567	1
Account 1901`1908 - Prof. and Specialized Services			
Computer Room Maintenance	7,972	7,970	(2)
Network Engineering Services	50,000	50,000	-
Storage of Network Backup	5,000	5,000	-
Station Alerting Custom Programming	25,000	25,000	-
Station Alerting Repairs (electrician)	83,990	83,990	-
Subtotal	171,962	171,960	(2)

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
INFORMATION TECHNOLOGY DIVISION
ORG 3380, 4350, 4423 and 4355

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2401`2409 - Special Dept Expense			
Telephone Parts	35,000	35,000	-
Network & Equipment Room Parts & Supplies	30,000	30,000	-
Subtotal	65,000	65,000	-
Account 2701`2703 - Travel, Training and Meetings			
Training/Travel	16,000	16,000	-
Staff Technical Training	9,882	9,880	(2)
Subtotal	25,882	25,880	(2)
S&S: Communications & IT Infrastructure	1,928,327	2,065,827	137,500
Systems Development & Support (Org 4350)			
Account 1301`1302 - Maintenance/Repair - Equipment			
RMS Maintenance	20,000	20,000	-
RMS Report Software	10,770	10,770	-
Internet/Intranet Support	21,713	21,710	(3)
Database Software Maintenance	48,230	48,230	-
Fleet STMS Maintenance	17,000	17,000	-
Compiler Maintenance	1,450	1,450	-
HRMS Consulting Services	55,000	55,000	-
HRMS System Maintenance	100,000	100,000	-
AVL, CAD2CAD Maintenance	109,000	75,000	(34,000)
SharePoint Admin Maintenance	8,500	8,500	-
Staffing Database Maintenance	1,200	1,200	-
CAD Software Maintenance	386,010	386,010	-
Moveup Software Maintenance	57,501	-	(57,501)
Smartphone Incident Notification App	2,400	2,400	-
HRMS Compiler Maintenance	1,000	1,000	-
HRMS Utilities Maintenance	960	960	-
Apple Developer Enterprise	425	430	5
Subtotal	841,159	749,660	(91,499)
Account 1801`1810 - Office Expense			
IT Office Supplies & Software	12,565	12,570	5
Microsoft Software Enterprise Agreement	425,000	425,000	-
Pulsepoint Maintenance Contract	40,000	40,000	-
Subtotal	477,565	477,570	5
Account 1901`1908 - Prof. and Specialized Services			
Public Safety Systems Programming	50,000	50,000	-
Intranet/Internet Calendar Development	50,000	50,000	-
Subtotal	100,000	100,000	-

LOGISTICS DEPARTMENT
INFORMATION TECHNOLOGY DIVISION
ORG 3380, 4350, 4423 and 4355

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2701`2703 - Travel, Training and Meetings			
Travel/Training	29,048	29,050	2
Staff Technical Training	12,000	12,000	-
Subtotal	41,048	41,050	2
S&S: Systems Development & Support	1,459,772	1,368,280	(91,492)
Communications & Workplace Support (Org 4423)			
Account 1051 - Communications			
Mobile Telephone Service	650,000	699,789	49,789
Paging Services - County of Orange	38,400	38,400	-
BC Conference Lines	8,487	8,490	3
On-Line Meeting Service	12,516	12,520	4
Subtotal	709,403	759,199	49,796
Account 1301`1302 - Maintenance/Repair - Equipment			
Communication Equipment Maintenance	144,800	144,800	-
High Speed Printer Maintenance	6,225	6,230	5
Help Desk Software Maintenance	22,000	22,000	-
QPCS - AVL System Management Service	6,634	6,630	(4)
Subtotal	179,659	179,660	1
Account 1801`1810 - Office Expense			
Packing & Office Supplies/Equipment Storage	67,565	67,570	5
Software (annual), Small Equipment Purchases	20,000	20,000	-
Subtotal	87,565	87,570	5
Account 1901`1908 - Prof. and Specialized Services			
Staffing Timekeeping Maintenance	260,000	351,500	91,500
Comm. Installation/Vehicle Replacement	50,000	190	(49,810)
Subtotal	310,000	351,690	41,690
Account 2201 - Rents and Leases - Facilities			
CHF Repeater Site Leases	7,000	7,000	-
Subtotal	7,000	7,000	-
Account 2301`2309 - Small Tools and Instruments			
Misc. Parts/Tech Tools/Supplies	5,500	5,500	-
Subtotal	5,500	5,500	-

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
INFORMATION TECHNOLOGY DIVISION
ORG 3380, 4350, 4423 and 4355

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2401`2409 - Special Dept Expense			
Fabrication and Supplies	150,000	150,000	-
Subtotal	150,000	150,000	-
Account 2701`2703 - Travel, Training and Meetings			
Training	6,000	6,000	-
Subtotal	6,000	6,000	-
S&S: Communications & Workplace Support	1,455,127	1,546,619	91,492
GIS & Mapping (Org 4355)			
Account 1301`1302 - Maintenance/Repair - Equipment			
Misc. Software Maintenance	3,968	3,970	2
Win 2 Data Subscription	1,000	1,000	-
Geospatial Software Maintenance	85,000	85,000	-
Digital Pen	750	750	-
Subtotal	90,718	90,720	2
Account 1801`1810 - Office Expense			
Office/Printer Supplies	13,162	13,160	(2)
Compucom	1,110	1,110	-
Subtotal	14,272	14,270	(2)
Account 1901`1908 - Prof. and Specialized Services			
ESRI Professional Services	10,000	10,000	-
Geospatial Professional Services	50,000	50,000	-
Subtotal	60,000	60,000	-
Account 2701`2703 - Travel, Training and Meetings			
Travel/Training	10,000	10,000	-
Training	11,180	11,180	-
Subtotal	21,180	21,180	-
S&S: GIS & Mapping	186,170	186,170	-
Total S&S: Information Technology Division	5,029,396	5,166,896	137,500

LOGISTICS DEPARTMENT
PROPERTY MANAGEMENT DIVISION
SUB-FUND 12150 - ORG 3365 and M Orgs

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Property Management (Org 3365)			
Account 1151 - Household Expenses			
Appliances Replacement	25,000	25,000	-
Furniture Replacement	25,000	25,000	-
Subtotal	50,000	50,000	-
Account 1301`1302 - Maintenance/Repair - Equipment			
Air Compressor Maintenance & Repairs	5,000	5,000	-
Exhaust Collection System Maintenance	75,000	75,000	-
Fire Alarm Systems Maintenance	25,000	25,000	-
Appliances - Service and Repairs	30,000	30,000	-
Generator Maintenance & Repairs	49,500	49,500	-
AST Fuel Maintenance & Repairs	40,000	40,000	-
Fire Props	35,000	35,000	-
Misc. Equipment Maintenance	5,000	5,000	-
Subtotal	264,500	264,500	-
Account 1402 - Building Maintenance/Repair			
Apparatus Doors Service and Repairs	120,000	120,000	-
Building Systems Service and Repairs	150,000	150,000	-
Electrical Repairs	50,000	50,000	-
Plumbing Repairs	150,000	150,000	-
Flooring Repairs	35,000	35,000	-
One-time PO's & Direct Pay	230,000	230,000	-
Painting (Partial Interior and Exterior)	30,000	30,000	-
Roof Systems Service and Repairs	40,000	190,000	150,000
Repair and Maintenance	230,225	230,225	-
Scheduled Maintenance, Renovation & Replacement	350,000	350,000	-
Alterations & Improvements-OCFA Fire Stations	250,000	250,000	-
Subtotal	1,635,225	1,785,225	150,000
Account 1406 - Building Services			
RFOTC Maintenance & Custodial Services	175,000	175,000	-
Pest Control	40,000	40,000	-
Subtotal	215,000	215,000	-
Account 1407 - Grounds			
Grounds Maintenance	90,000	90,000	-
Signage	1,000	1,000	-
Surface Repairs	2,000	2,000	-
Fencing and Gates Repairs	5,000	5,000	-
Subtotal	98,000	98,000	-

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
PROPERTY MANAGEMENT DIVISION
SUB-FUND 12150 - ORG 3365 and M Orgs

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 1801`1810 - Office Expense			
Office Supplies	1,233	1,233	-
Subtotal	1,233	1,233	-
Account 1901`1908 - Prof. and Specialized Services			
US&R Warehouse-Security Service	3,000	3,000	-
US&R Warehouse-Common Area Maintenance(CAM)	20,000	20,000	-
Subtotal	23,000	23,000	-
Account 2201 - Rents and Leases - Facilities			
Station# 6, & 36 - Irvine	2	2	-
Station# 13 - La Palma	1	1	-
Station# 17 - Tri-Cities	1	1	-
Station# 18 - Trabuco	1	1	-
Station# 37 & 43 - Tustin	2	2	-
Station# 41 - Fullerton, Hangar Lease	85,000	85,000	-
Station# 41 - Fullerton, Tower	25,000	25,000	-
Station# 44 & 48 - Seal Beach	2	2	-
Station# 46 - Stanton	1	1	-
Station# 50, 59 & 60 - San Clemente	3	3	-
Station# 61, 62 & 63 - Buena Park	3	3	-
Station# 64, 65 & 66 - Westminster	3	3	-
Station# 70, 71, 72, 73, 74, 75, 76, 77, 78 and 79-Santa Ana	10	10	-
Station# 80, 81, 82, 83, 84, 85, 86 - Garden Grove	7	7	-
Subtotal	110,036	110,036	-
Account 2701`2703 - Travel, Training and Meetings			
Staff Development and Training	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 2801`2805 - Utilities			
Liquid Propane Gas (LPG)	8,500	8,500	-
Trash Collection	180,000	180,000	-
Gas	90,000	90,000	-
Electricity	1,700,000	1,700,000	-
Water	300,000	300,000	-
Subtotal	2,278,500	2,278,500	-
Account 3701 - Taxes and Assessments			
Sewer Assessment	30,000	30,000	-
Subtotal	30,000	30,000	-

LOGISTICS DEPARTMENT
PROPERTY MANAGEMENT DIVISION
SUB-FUND 12150 - ORG 3365 and M Orgs

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Cash Contract Cities - John Wayne Airport (Org M033)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - JWA FS33	10,000	10,000	-
Subtotal	10,000	10,000	-
Cash Contract Cities - Tustin (Org M200)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Tustin	20,000	20,000	-
Subtotal	20,000	20,000	-
Cash Contract Cities - Seal Beach (Org M300)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Seal Beach	20,000	20,000	-
Subtotal	20,000	20,000	-
Cash Contract Cities - Stanton (Org M400)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Stanton	10,000	10,000	-
Subtotal	10,000	10,000	-
Cash Contract Cities - San Clemente (Org M500)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - San Clemente	30,000	30,000	-
Subtotal	30,000	30,000	-
Cash Contract Cities - Buena Park (Org M600)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Buena Park	30,000	30,000	-
Subtotal	30,000	30,000	-

FY 2021/22 Proposed Budget

LOGISTICS DEPARTMENT
PROPERTY MANAGEMENT DIVISION
SUB-FUND 12150 - ORG 3365 and M Orgs

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Cash Contract Cities - Westminster (Org M700)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Westminster	30,000	30,000	-
Subtotal	30,000	30,000	-
Cash Contract Cities - Santa Ana (Org M800)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Santa Ana	100,000	100,000	-
Subtotal	100,000	100,000	-
Cash Contract Cities - Garden Grove (Org M810)			
Account 1402 - Building Maintenance/Repair			
Cash Contract Cities - Garden Grove	70,000	70,000	-
Subtotal	70,000	70,000	-
Total S&S: Property Management Division	5,026,494	5,176,494	150,000

LOGISTICS DEPARTMENT
SERVICE CENTER DIVISION
ORG 4410 & 4419

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Service Center (Org 4410)			
Account 1301`1302 - Maintenance/Repair - Equipment			
Air Fill Station Repair	9,000	9,000	-
Lift Truck Maintenance	2,000	2,000	-
Welding Gases	1,600	1,600	-
Subtotal	12,600	12,600	-
Account 1601 - Memberships			
Costco Memberships	165	170	5
SAFER Memberships	50	50	-
Subtotal	215	220	5
Account 1801`1810 - Office Expense			
Office Equipment Controlled	3,000	3,000	-
Subtotal	3,000	3,000	-
Account 1901`1908 - Professional and Specialized Services			
Quantitative SCBA Fit Testing	25,000	25,000	-
	25,000	25,000	-
Account 2300 - Small Tools and Instruments			
Miscellaneous Small Tools	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 2701`2703 - Travel, Training and Meetings			
Trans/Travel (Safer Meetings)	250	250	-
Training Registration Fees	2,000	2,000	-
Misc. Training (Service Center Staff)	2,000	2,000	-
Subtotal	4,250	4,250	-
S&S: Service Center	46,065	46,070	5

FY 2021/22 Proposed Budget

**LOGISTICS DEPARTMENT
SERVICE CENTER DIVISION
ORG 4410 & 4419**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Inventory - Service Center (Org 4419)			
Account 1001`1003 - Clothing and Personal Supplies			
Boot Reimbursement	3,000	15,000	12,000
Rain Suits	1,500	1,500	-
Safety Clothing - Academy	84,160	226,420	142,260
Safety Clothing - Structure	290,000	290,000	-
Safety Clothing - Wildland	70,000	70,000	-
Safety Clothing - Gloves, FF PPE Ensemble	8,000	8,000	-
Safety Clothing - FF Structural Gloves	18,500	68,500	50,000
Turnout Cleaning & Repair	105,000	143,000	38,000
Helmets	60,000	60,000	-
Uniforms	567,000	567,000	-
Uniforms - City of Irvine HCFF	18,700	18,700	-
Subtotal	1,225,860	1,468,120	242,260
Account 1101 - Food			
Food - In County Incidents	23,000	23,000	-
Emergency Food Supplies	12,000	12,000	-
Subtotal	35,000	35,000	-
Account 1151 - Household Expenses			
Household Supplies	158,914	158,910	(4)
Misc. Household	10,000	10,000	-
Mattress Pads	2,000	2,000	-
Subtotal	170,914	170,910	(4)
Account 1301`1302 - Maintenance/Repair - Equipment			
Breathing Apparatus Repair Parts/Service	65,000	65,000	-
SCBA Cylinder Hydrostatic Testing	12,000	12,000	-
Fire Extinguisher Service	10,000	10,000	-
Hurst Tool Repair	20,000	20,000	-
Safety Ladder Inspection & Testing	35,000	35,000	-
Small Engine Repair	15,000	15,000	-
Vehicle Wax	14,000	14,000	-
Thermal Imaging Camera Repair/Battery Replacement	30,000	30,000	-
Subtotal	201,000	201,000	-
Account 1501`1509 - Medical Supplies and Equipment			
Medical Oxygen	10,000	10,000	-
Subtotal	10,000	10,000	-

LOGISTICS DEPARTMENT
SERVICE CENTER DIVISION
ORG 4410 & 4419

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 1801`1810 - Office Expense			
Business Cards	6,500	6,500	-
Business Forms	1,000	1,000	-
Copy Paper	25,000	25,000	-
Engraving	1,000	1,000	-
Envelopes	5,000	5,000	-
FAX Supplies	500	500	-
Office Supplies	15,000	15,000	-
Printer Supplies	6,833	6,830	(3)
Rubber Stamps	1,000	1,000	-
Thomas Bros. Maps	500	500	-
Subtotal	62,333	62,330	(3)
Account 2301`2309 - Small Tools and Instruments			
Batteries	3,000	3,000	-
Miscellaneous Small Tools	2,000	2,000	-
Replacement Flashlights	5,000	5,000	-
Subtotal	10,000	10,000	-
Account 2401`2409 - Special Department Expense			
Hose - All Sizes	291,458	291,460	2
Misc. Fire Equipment	117,500	117,500	-
Sand Bags	9,000	9,000	-
Miscellaneous Supplies	1,500	1,500	-
SCBA Voice Amplifiers	52,000	52,000	-
Scott Air Pack Cylinder Replacement	150,000	150,000	-
Sign Material	11,000	11,000	-
Thermal Imaging Cameras	200,000	100,000	(100,000)
Subtotal	832,458	732,460	(99,998)
S&S: Inventory - Service Center	2,547,565	2,689,820	142,255
Total S&S: Service Center Division	2,593,630	2,735,890	142,260



ORANGE COUNTY FIRE AUTHORITY
OPERATIONS DEPARTMENT S&S/EQUIPMENT SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change 2020/21 Base Budget
Division 1			
Division 1 - Administration	16,269	16,269	-
Total Division 1	16,269	16,269	-
Division 2			
Division 2 - Administration	17,596	17,596	-
Aircraft Rescue Firefighting	180,778	180,778	-
Total Division 2	198,374	198,374	-
Division 3			
Division 3 - Administration	25,743	25,743	-
Total Division 3	25,743	25,743	-
Division 4			
Division 4 - Administration	40,784	40,784	-
Community Volunteer Services	27,820	27,820	-
Total Division 4	68,604	68,604	-
Division 5			
Division 5 - Administration	15,065	15,065	-
Total Division 5	15,065	15,065	-
Division 6			
Division 6 - Administration	14,900	14,900	-
Total Division 6	14,900	14,900	-
Division 7			
Division 7 - Administration	16,854	16,854	-
Total Division 7	16,854	16,854	-
Department Total	355,809	355,809	-

Grant funding and one-time items are not included in the FY 2020/21 base budget.

FY 2021/22 Proposed Budget

OPERATIONS DEPARTMENT
DIVISION 1
ORG 0111

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1402 - Maintenance/Repair - Buildings			
Cal-Card	10,470	10,470	-
Subtotal	10,470	10,470	-
Account 1801`1810 - Office Expense			
Office Supplies	3,399	3,399	-
Subtotal	3,399	3,399	-
Account 2401`2409 - Special Department Expense			
Miscellaneous Expense	2,400	2,400	-
Subtotal	2,400	2,400	-
Total S&S: Division 1	16,269	16,269	-

OPERATIONS DEPARTMENT

DIVISION 2

ORG 0112 & 1033

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Division 2 (Admin) (Org 0112)			
Account 1402 - Maintenance/Repair - Buildings			
Cal-Card	11,000	11,000	-
Subtotal	11,000	11,000	-
Account 1801`1809 - Office Expense			
Office Supplies	4,161	4,161	-
Subtotal	4,161	4,161	-
Account 2401`2409 - Special Department Expense			
Miscellaneous Expense	2,435	2,435	-
Subtotal	2,435	2,435	-
S&S: Division 2 (Admin)	17,596	17,596	-
Aircraft Rescue Firefighting (ARFF) (Org 1033)			
Account 1001 - Clothing and Personal Supplies			
Proximity Suits Repair/Replacement	17,170	17,170	-
Hi Visibility Impact Gloves	413	413	-
Subtotal	17,583	17,583	-
Account 1301`1302 - Maintenance/Repair - Equipment			
SCBA Service	1,000	1,000	-
Crane/Tug Accessories	750	750	-
Subtotal	1,750	1,750	-
Account 1601 - Memberships			
ARFF Working Group	185	185	-
Subtotal	185	185	-
Account 1801`1810 - Office Expense			
Misc. Office Expense/Subscriptions	750	750	-
Subtotal	750	750	-

FY 2021/22 Proposed Budget

OPERATIONS DEPARTMENT*DIVISION 2***ORG 0112 & 1033**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2401`2409 - Special Department Expense			
Specialty Equipment	2,000	2,000	-
Subtotal	2,000	2,000	-
Account 2701`2703 - Travel, Training and Meetings			
Annual FAA Training	73,080	73,080	-
Certifications - Crane, ARFF, EVOC-24, etc.	85,430	85,430	-
Subtotal	158,510	158,510	-
S&S: Aircraft Rescue Firefighting	180,778	180,778	-
Total S&S and Equipment: Division 2	198,374	198,374	-

OPERATIONS DEPARTMENT
DIVISION 3
ORG 0113

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1402 - Maintenance/Repair - Buildings			
Cal Card	14,000	14,000	-
Subtotal	14,000	14,000	-
Account 1801`1810 - Office Expense			
Office Supplies	9,551	9,551	-
Subtotal	9,551	9,551	-
Account 2401`2409 - Special Department Expense			
Miscellaneous Expense	2,192	2,192	-
Subtotal	2,192	2,192	-
Total S&S: Division 3	25,743	25,743	-

FY 2021/22 Proposed Budget

OPERATIONS DEPARTMENT*DIVISION 4***ORG 0114 & 1160**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Division 4 (Admin) (Org 0114)			
Account 1402 - Maintenance /Repair - Buildings			
Cal Card	13,000	13,000	-
Subtotal	13,000	13,000	-
Account 1801`1810 - Office Expense			
Office Supplies	7,528	7,528	-
Subtotal	7,528	7,528	-
Account 2401`2409 - Special Department Expense			
Miscellaneous Expenses	2,192	-	(2,192)
Chaplain's Stipend	2,593	14,400	11,807
Chaplain's Program	10,400	785	(9,615)
Fire Explorer Program	5,071	5,071	-
Subtotal	20,256	20,256	-
S&S: Division 4 (Admin)	40,784	40,784	-
Community Volunteer Services (CVS) (Org 1160)			
Account 2401`2409 - Special Department Expense			
PERS Volunteer Length of Service Award	14,224	14,224	-
Miscellaneous Expense	13,596	13,596	-
Subtotal	27,820	27,820	-
S&S: Community Volunteer Services	27,820	27,820	-
Total S&S: Division 4	68,604	68,604	-

OPERATIONS DEPARTMENT
DIVISION 5
ORG 0116

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1001'1002 - Clothing and Personal Supplies			
Cal Card		100	100
Subtotal	-	100	100
Account 1101 - Food			
Cal Card		100	100
Subtotal	-	100	100
Account 1151 - Household Expenses			
Cal Card		700	700
Subtotal	-	700	700
Account 1301'1305 - Maintenance/Repair - Equipment			
Cal Card		100	100
Subtotal	-	100	100
Account 1402 - Maintenance/Repair - Buildings			
Cal Card	9,000	6,000	(3,000)
Subtotal	9,000	6,000	(3,000)
Account 1801'1810 - Office Expense			
Office Supplies	3,874	3,800	(74)
Subtotal	3,874	3,800	(74)
Account 2301'2309 - Small Tools and Instruments			
Cal Card		200	200
Subtotal	-	200	200
Account 2401'2409 - Special Department Expense			
Miscellaneous Expense	2,191	3,065	874
Subtotal	2,191	3,065	874
Account 2701'2703 - Travel, Training and Meetings			
Cal Card		1,000	1,000
Subtotal	-	1,000	1,000
S&S: Division 5 (Admin)	15,065	15,065	-
Total S&S: Division 5	15,065	15,065	-

FY 2021/22 Proposed Budget

OPERATIONS DEPARTMENT
DIVISION 6
ORG 0117

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1402 - Maintenance/Repair - Buildings			
Cal Card	10,000	10,000	-
Subtotal	10,000	10,000	-
Account 1801`1810 - Office Expense			
Office Supplies	4,900	4,900	-
Subtotal	4,900	4,900	-
Total S&S: Division 6	14,900	14,900	-

OPERATIONS DEPARTMENT***DIVISION 7*****ORG 0115**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1402 - Maintenance/Repair - Buildings			
Cal Card	7,000	7,000	-
Subtotal	7,000	7,000	-
Account 1801`1810 - Office Expense			
Miscellaneous Expense	7,854	7,854	-
Subtotal	7,854	7,854	-
Account 2701`2703 - Travel, Training and Meetings			
Training and Travel	2,000	2,000	-
Subtotal	2,000	2,000	-
Total S&S: Division 7	16,854	16,854	-



ORANGE COUNTY FIRE AUTHORITY
SPECIAL OPERATIONS DIVISION S&S/EQUIPMENT SUMMARY
FY 2021/22 BUDGET

Divisions/Sections	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Special Operations Division Admin			
Special Operations Division Admin	41,042	41,042	-
Total Special Operations Division Admin	41,042	41,042	-
Air & Wildland Operations			
Air Operations [1]	1,545,646	1,068,646	(477,000)
Drone Program	35,000	35,000	-
Wildland Operations Admin	10,000	10,000	-
Crews & Equipment [2]	111,931	71,931	(40,000)
Total Air & Wildland Operations	1,702,577	1,185,577	(517,000)
Urban Search & Rescue			
Urban Search & Rescue [3]	104,107	112,457	8,350
Total Urban Search & Rescue	104,107	112,457	8,350
Hazardous Materials Program			
Hazardous Materials Program	130,381	130,381	-
Total Hazardous Materials Program	130,381	130,381	-
Investigations			
Investigations [4]	251,963	266,963	15,000
Total Investigations Program	251,963	266,963	15,000
Department Total	2,230,070	1,736,420	(493,650)

Grant funding and one-time items are not included in the FY 2020/21 base budget.

[1] Decrease of \$477K to fuel account.

[2] Decrease due to removal of Crew Carrying Vehicle Rental for Santiago Crew.

[3] Increase due to PPE and training costs for new US&R personnel.

[4] Increase due to supplies costs for new investigator, transferred Fire Terrorism Liaison and Arson Detection Canine Program.

FY 2021/22 Proposed Budget

SPECIAL OPERATIONS DIVISION
SPECIAL OPERATIONS DIVISION ADMIN
ORG 0118

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1001- Clothing and Personal Supplies			
Clothing and Personal Supplies	1,000	2,000	1,000
Subtotal	1,000	2,000	1,000
Account 1801- Emergency Food			
Emergency Food	15,042	15,042	-
Subtotal	15,042	15,042	-
Account 1801- Office Expense			
Misc. Office Expense/Subscriptions	4,000	3,000	(1,000)
Subtotal	4,000	3,000	(1,000)
Account 2701- Travel, Training and Meetings			
FIRESCOPE / CICCS / IMT Travel and Training	21,000	21,000	-
Subtotal	21,000	21,000	-
Total S&S: Special Operations Division Admin	41,042	41,042	-

SPECIAL OPERATIONS DIVISION
AIR & WILDLAND OPERATIONS
ORG 1167, 1191, 1153, 1150 & 1152

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Air Operations (Org 1167)			
Account 1001 - Clothing and Personal Supplies			
Flight Safety Equipment	42,000	42,000	-
Shop Rags/Uniforms (Service)	1,117	1,117	-
Subtotal	43,117	43,117	-
Account 1301'1302 - Maintenance/Repair - Equipment			
Miscellaneous Aviation Parts	502,099	502,099	-
Supplemental Maintenance Cost	19,673	19,673	-
Waste Oil & Fuel Disposal	1,000	1,000	-
Parts Cleaner Solvent Tank	1,197	1,197	-
Component Overhaul	35,000	35,000	-
Avionics Repair	10,144	10,144	-
Subtotal	569,113	569,113	-
Account 1402 - Maintenance/Repair - Buildings			
Miscellaneous Maintenance	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 1601 - Memberships			
Helicopter Association	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 1801'1810 - Office Expense			
Subscription & Manual	5,042	5,042	-
Office Supplies & Equipment	3,000	3,000	-
Subtotal	8,042	8,042	-
Account 2301'2309 - Small Tools and Instruments			
Specialized Maintenance Tools	8,250	8,250	-
Hand Tools & Shop Equipment	1,500	1,500	-
Subtotal	9,750	9,750	-
Account 2401'2409 - Special Department Expense			
Fire Retardants	1,500	1,500	-
Safety Management System Template	6,000	6,000	-
Helicopter Camera System	4,000	4,000	-
Ropes & Rigging, Body Harness	15,000	15,000	-
Subtotal	26,500	26,500	-
Account 2601'2602 - Transportation			
Jet A Fuel	614,123	137,123	(477,000)
Jet Fuel Credit Cards	5,000	5,000	-
Subtotal	619,123	142,123	(477,000)

SPECIAL OPERATIONS DIVISION
AIR & WILDLAND OPERATIONS
ORG 1167, 1191, 1153, 1150 & 1152

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 2701`2703 - Travel, Training and Meetings			
Travel for Helicopter Training	9,694	9,694	-
Flight Safety Training	134,307	134,307	-
Subtotal	144,001	144,001	-
S&S: Air Operations	1,421,646	944,646	(477,000)
<u>EQUIPMENT EXPENSE:</u>			
Air Operations (Org 1167)			
Account 4000 - Equipment			
Helicopter Components	124,000	124,000	-
Subtotal	124,000	124,000	-
Equipment: Air Operations	124,000	124,000	-
Total S&S and Equipment: Air Operations	1,545,646	1,068,646	(477,000)
Drone Program (Org 1191)			
Account 2301`2309 - Small Tools and Instruments			
Drone Program - Hardware Acquisition	25,000	25,000	-
Subtotal	25,000	25,000	-
Account 2701`2703 - Travel, Training and Meetings			
Drone Program - Expertise Training	10,000	10,000	-
Subtotal	10,000	10,000	-
S&S: Drone Program	35,000	35,000	-
Wildland Operations Admin (Org 1153)			
Account 2401`2409 - Special Department Expense			
Special Department Expense	10,000	10,000	-
Subtotal	10,000	10,000	-
S&S: Wildland Operations Admin	10,000	10,000	-
<i>Santiago Crew (Org 1152)</i>			
Account 1001 - Clothing and Personal Supplies			
Crew Protective Clothing	10,300	10,300	-
Subtotal	10,300	10,300	-

SPECIAL OPERATIONS DIVISION
AIR & WILDLAND OPERATIONS
ORG 1167, 1191, 1153, 1150 & 1152

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
Account 1101 - Food			
Hydration for Staff	3,000	3,000	-
Subtotal	3,000	3,000	-
Account 1301`1305 - Maintenance/Repair - Equipment			
Other Equipment Maintenance/Repair	10,000	10,000	-
Subtotal	10,000	10,000	-
Account 1801`1810 - Office Expense			
Misc. Office Supplies	128	128	-
Subtotal	128	128	-
Account 2101 - Rents and Leases - Equipment			
Misc. Rental Expense	1,000	1,000	-
Subtotal	1,000	1,000	-
Account 2301`2309 - Small Tools and Instruments			
Hand Tools	22,000	22,000	-
Subtotal	22,000	22,000	-
Account 2401`2409 - Special Department Expense			
Special Department Expense	10,000	10,000	-
Subtotal	10,000	10,000	-
Account 2601`2602 - Special Department Expense			
Crew Carrying Vehicle Rental	40,000	-	(40,000)
Subtotal	40,000	-	(40,000)
S&S: Santiago Crew	96,428	56,428	(40,000)
<i>Heavy Fire Equipment (Org 1150)</i>			
Account 1301`1305 - Maintenance/Repair - Equipment			
Maintenance - Specialized Equipment	5,000	5,000	-
Subtotal	5,000	5,000	-
Account 2301`2309 - Small Tools and Instruments			
Miscellaneous Small Tools	10,503	10,503	-
Subtotal	10,503	10,503	-
S&S: Heavy Fire Equipment	15,503	15,503	-
Total S&S: Crews and Equipment	111,931	71,931	(40,000)
Total S&S and Equipment: Air & Wildland Operations	1,702,577	1,185,577	(517,000)

FY 2021/22 Proposed Budget

**SPECIAL OPERATIONS DIVISION
URBAN SEARCH & RESCUE
ORG 1165 & 1171**

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Urban Search and Rescue (Org 1165 - Funded by OCFA)			
Account 1001 - Clothing and Personal Supplies			
Safety Clothing	13,500	15,400	1,900
Subtotal	13,500	15,400	1,900
Account 1301'1302 - Maintenance/Repair - Equipment			
Calibration-Monitor & Equip	1,200	1,200	-
Miscellaneous Equipment Repairs	5,000	5,000	-
Fabrication Materials/Supply	3,000	3,000	-
Subtotal	9,200	9,200	-
Account 2301'2309 - Small Tools and Instruments			
Small Tool Purchase/Replacement	32,000	32,000	-
Subtotal	32,000	32,000	-
Account 2401'2409 - Special Department Expense			
Miscellaneous Special Department Expense	3,300	3,300	-
Subtotal	3,300	3,300	-
Account 2701'2703 - Travel, Training and Meetings			
US&R Meetings and Training	17,000	23,450	6,450
Subtotal	17,000	23,450	6,450
S&S: US&R (Funded by OCFA)	75,000	83,350	8,350
Swift Water Rescue (Org 1171)			
Account 1001 - Clothing and Personal Supplies			
Replacement	1,500	1,500	-
Subtotal	1,500	1,500	-
Account 2401'2409 - Special Department Expense			
Miscellaneous Special Department Expense	23,607	23,607	-
Subtotal	23,607	23,607	-
Account 2701'2703 - Travel, Training and Meetings			
Transportation & Travel	4,000	4,000	-
Subtotal	4,000	4,000	-
S&S: Swift Water Rescue	29,107	29,107	-
Total S&S: Urban Search & Rescue	104,107	112,457	8,350

SPECIAL OPERATIONS DIVISION
HAZARDOUS MATERIALS PROGRAM
ORG 1170

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1001 - Clothing and Personal Supplies			
Safety Supply America Corp	4,058	4,058	-
Safety West	3,044	3,044	-
Biological Protective Equipment/WMD PPE	15,216	15,216	-
HMT Level "A" Suits	12,232	12,232	-
Subtotal	34,550	34,550	-
Account 1301`1302 - Maintenance/Repair - Equipment			
Repair/Maintenance of Haz Mat Equipment	40,213	40,213	-
Subtotal	40,213	40,213	-
Account 1501`1509 - Medical Supplies and Equipment			
Lab Supplies	9,900	9,900	-
Subtotal	9,900	9,900	-
Account 1801`1810 - Office Expense			
TOMES Database Program Subscription	3,080	3,080	-
Subtotal	3,080	3,080	-
Account 2301`2309 - Small Tools and Instruments			
Small Tools & Equipment	1,141	1,141	-
Tetracore Biological Tickets	3,964	3,964	-
Subtotal	5,105	5,105	-
Account 2401`2409 - Special Department Expense			
In-Suit Radios	6,480	6,480	-
Subtotal	6,480	6,480	-
Account 2701`2703 - Travel, Training and Meetings			
HMT Transportation and Travel	6,000	6,000	-
HMT Technician/Specialist Training	23,253	23,253	-
Ontario Training	1,800	1,800	-
Subtotal	31,053	31,053	-
Total S&S: Hazardous Materials Program	130,381	130,381	-

SPECIAL OPERATIONS DIVISION
INVESTIGATIONS
ORG 4320

Item Description	2020/21 Base Budget	2021/22 Request	\$ Change fr 2020/21 Base Budget
<u>SERVICES & SUPPLIES:</u>			
Account 1001`1003 - Clothing and Personal Supplies			
Protection Clothing and Polo Shirts	5,000	8,000	3,000
Subtotal	5,000	8,000	3,000
Account 1301`1305 - Maintenance/Repair - Equipment			
Equipment Repair and Calibration	1,000	1,000	-
Investigation Equipment	1,000	1,000	-
Subtotal	2,000	2,000	-
Account 1601 - Memberships			
CA Conf. of Arson Investigators	360	360	-
6 Fire Arson Group, OCFCA	225	225	-
International Assoc. of Arson Investigators	900	900	-
Subtotal	1,485	1,485	-
Account 1801`1810 - Office Expense			
Misc. Office Supplies	2,734	2,734	-
Office Supplies (Former EPAC Supplies)	1,850	3,350	1,500
Subtotal	4,584	6,084	1,500
Account 1902`1908 - Prof. and Specialized Services			
Sheriff - Range & Ammo Fees	800	800	-
Expert Services	8,194	8,194	-
Irvine Arson Abatement Officer Contract	190,000	190,000	-
Sheriff - CLET Fees	600	600	-
Subtotal	199,594	199,594	-
Account 2401`2409 - Special Department Expense			
Small Tools and Equipment	4,200	9,200	5,000
Books, Legal Updates	2,000	2,000	-
Misc. Small Tools (Former EPAC Supplies)	1,100	1,100	-
Canine Expenses and Equipment	-	10,500	10,500
Subtotal	7,300	22,800	15,500
Account 2701`2703 - Travel, Training and Meetings			
Officer Safety	8,000	8,000	-
CCAI Conference	4,000	4,000	-
Specialized Training	20,000	15,000	(5,000)
Subtotal	32,000	27,000	(5,000)
Total S&S: Investigations	251,963	266,963	15,000

Capital Improvement Plan Overview

Introduction

The Orange County Fire Authority's Capital Improvement Program (CIP) has been reviewed and updated through FY 2025/26 to coincide with the FY 2021/22 budget. The proposed FY 2021/22 CIP budget is \$30.4M.

The proposed CIP budget for FY 2021/22 reflects an increase of \$1.4M compared to the prior five-year CIP budget. Projects scheduled for FY 2021/22 include the replacement of Fire Station 24-Mission Viejo (\$12.0M), the replacement of Fire Station 10-Yorba Linda (\$1.0M), various remodel/modifications for fire stations totaling about \$1.9M, purchase of VHF Radios (\$1.5M), fire station alarm system upgrades (\$1.4M), the purchase of two Type III engines (\$1.3M), 18 full- and mid-size SUVs (\$1.0M), 18 mid-size pickups (\$0.9M), one air utility vehicle (\$0.5M), and one fuel tender (\$0.5M).

CIP Funds

The OCFA's five-year CIP is organized into four funds. A description of each fund is located in each section. Major funding sources for the CIP include operating transfers from the General Fund, developer contributions, contracts with member cities, and interest earnings. Lease Purchase Financing Agreements can also provide cash flow funding for the CIP when used. Currently, projects are primarily funded through General Fund transfers and fund balance.

CIP Highlights

Fund 12110 – General Fund CIP

FY 2021/22 Budget Request - \$7.1M includes:

- \$1.9M for station bathroom inclusive facilities
 - \$1.5M for very high frequency (VHF) radios
 - \$1.4M for fire station alarm systems upgrades
 - \$0.5M for enterprise phone and public address system upgrade
-

Fund 123 – Fire Stations and Facilities

FY 2021/22 Budget Request - \$13.5 M includes:

- \$12.0M for replacement of Fire Station 24 (Mission Viejo)
 - \$1.0M for replacement of Fire Station 10 (Yorba Linda)
 - \$0.5M for retrofit of existing station fire life safety systems
-

Fund 124 – Communications & Information Systems

FY 2021/22 Budget Request - \$2.7M includes:

- \$1.3M for EMS enterprise system development
 - \$0.7M for OCFA disaster recovery co-location facility
 - \$0.7M for OCFA enterprise audio visual upgrades
-

Fund 133 – Fire Apparatus

FY 2021/22 Budget Request - \$7.1M includes:

- 25 Emergency Vehicles including two Type III engines (\$1.3M) and one air utility vehicle (\$0.5M)
 - 54 vehicles for support staff including 18 mid- and full-size SUVs (\$1.0M), 18 mid-size pickups (\$0.9M), and 1 fuel tender (\$0.5M).
-

Capital Improvement Program Overview

**ORANGE COUNTY FIRE AUTHORITY
CAPITAL IMPROVEMENT PROGRAM
FIVE-YEAR PLAN SUMMARY FY 2021/22 - FY 2025/26**

Fund	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year TOTAL
<i>Fund 12110</i>						
General Fund CIP	\$7,073,000	\$4,651,000	\$7,475,500	\$10,106,000	\$6,781,500	\$36,087,000
<i>Fund 123</i>						
Fire Stations and Facilities	13,500,000	500,000	3,100,000	7,900,000	23,512,231	48,512,231
<i>Fund 124</i>						
Communications and Information Systems	2,725,000	3,800,000	1,250,000	1,450,000	500,000	9,725,000
<i>Fund 133</i>						
Fire Apparatus	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294	50,146,030
GRAND TOTAL	\$30,429,683	\$21,060,795	\$22,347,793	\$29,168,965	\$41,463,025	\$144,470,261

FY 2021/22 - FY 2025/26 Capital Improvement Plan Budget

ORANGE COUNTY FIRE AUTHORITY CAPITAL IMPROVEMENT PROGRAM FIVE-YEAR PLAN PROJECT LISTING

Item No.	Project Priority	Project	FY 2020/21
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GENERAL FUND CIP - FUND 12110

IT-Communications and IT Infrastructure

1	A	Data Storage and Servers Replacement	96,000
2	A	Fire Station Alarm System Upgrades	1,000,000
3	A	RFOTC and Fire Station Data Network Upgrades	764,673
4	A	Enterprise Phone and Public Address Systems Upgrade	1,457,232
5	CY	RFOTC Uninterruptible Power System (UPS) Replacement	500,000
6	A	Fleet Services Fuel Management Tracking System	-

IT-Communications and Workplace Support

7	A	800 MHz Radios	540,000
8	A	Small Equipment/Personal Communications	125,000
9	A	Personal Computer (PC)/Tablets/Printer Replacements	713,483
10	A	Mobile Data Computer (MDC) System	436,067
11	A	VHF Radios	693,106

IT-Geographic Information System

12	B	Digital Orthophotography	80,000
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Property Management

13	A	Station Bathroom Inclusive Facilities	1,329,126
14	CY	Fire Station 53 (Yorba Linda) Dormitory Privacy	277,000
15	A	Fire Station 41 (Helicopter Ops) Dorm. Privacy Training Rm, Kitchen	1,265,000
16	CY	Installation of SCBA Bottle Filling Stations	100,000
17	CY	Fire Station 26 Kitchen, Flooring & Bathroom Remodel	243,492
18	CY	Bathroom Modification - Fire Station 13	213,567
19	CY	Kitchen Remodel - Fire Station 6	77,273
20	CY	Fire Station 32 Security Fencing, Automatic Gate	35,102
21	A	Fire Apparatus Shelters	-
		Los Alamitos JFTB Portable Buildings*	-

Service Center

22	A	Body Armor Replacement	150,000
23	A	Fire Shelters	100,000
24	A	Self-Contained Breathing Apparatus (SCBA)	-
25	A	Chainsaws	-
26	A	Gas Powered Exhaust Fans	-
27	A	Portable Fire Pumps	-
28	A	High-Pressure Air Bags	170,000
29	CY	Thermal Imaging Cameras (P411)	1,100,000

Emergency Medical Services

30	CY	WMD Protective Suits/Air Purifying Respirator Canisters	529,000
31	CY	Tetanus Vaccine Booster	90,000
32	A	Duo-Dote Auto-Injectors	131,000
33	A	Cardiac Monitors/Defibrillators	-
34	A	Suction Units	-
35	A	Remote Rescue Packs	-
36	A	AED Plus	-

Special Operations

37	A	Hazmat Air Monitors	-
38	A	Carbon Monoxide Monitors	-
		Total - Fund 12110	12,216,121

Project Priority: A=Essential; B=Important; C=Could Defer; CY=Current Year's project

Adjusted FY 2020/21 budget includes mid-year budget adjustments

* The full scope of the proposed project is still being developed

Capital Improvement Program Overview

Item No.	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year TOTAL
1	75,000	75,000	75,000	75,000	75,000	375,000
2	1,350,000	1,350,000	1,350,000	720,000	-	4,770,000
3	200,000	100,000	100,000	100,000	100,000	600,000
4	500,000	500,000	-	-	-	1,000,000
5	-	-	-	-	-	-
6	-	-	-	602,000	-	602,000
7	180,000	180,000	180,000	180,000	180,000	900,000
8	125,000	40,000	40,000	40,000	40,000	285,000
9	250,000	250,000	250,000	250,000	250,000	1,250,000
10	420,000	240,000	240,000	240,000	240,000	1,380,000
11	1,528,000	64,000	64,000	64,000	64,000	1,784,000
12	-	80,000	-	80,000	-	160,000
13	1,870,000	1,620,000	1,245,000	1,875,000	2,865,000	9,475,000
14	-	-	-	-	-	-
15	-	-	1,500,000	600,000	-	2,100,000
16	-	-	-	-	-	-
17	-	-	-	-	-	-
18	-	-	-	-	-	-
19	-	-	-	-	-	-
20	-	-	-	-	-	-
21	200,000	-	-	-	-	200,000
	-	-	-	-	-	-
22	-	-	-	350,000	-	350,000
23	100,000	140,000	-	-	-	240,000
24	-	-	2,250,000	2,250,000	-	4,500,000
25	75,000	-	-	-	75,000	150,000
26	50,000	-	-	-	-	50,000
27	-	12,000	-	-	-	12,000
28	-	-	-	-	55,000	55,000
29	-	-	-	-	-	-
30	-	-	-	-	-	-
31	-	-	-	-	-	-
32	-	-	-	180,000	-	180,000
33	-	-	-	2,500,000	2,500,000	5,000,000
34	-	-	82,500	-	-	82,500
35	-	-	49,000	-	-	49,000
36	-	-	-	-	337,500	337,500
37	150,000	-	-	-	-	150,000
38	-	-	50,000	-	-	50,000
	7,073,000	4,651,000	7,475,500	10,106,000	6,781,500	36,087,000

FY 2021/22 - FY 2025/26 Capital Improvement Plan Budget

ORANGE COUNTY FIRE AUTHORITY CAPITAL IMPROVEMENT PROGRAM FIVE-YEAR PLAN PROJECT LISTING

Item No.	Project Priority	Project	FY 2020/21
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FIRE STATIONS & FACILITIES - FUND 123

1	A	RFOTC Training Grounds Expansion and Upgrade	3,798,739
2	CY	Infrastructure Security Enhancements	1,441,062
3	A	Retrofit Existing Station Fire Life Safety Systems	770,000
4	CY	Fire Station Bathroom Improvements	470,071
5	A	Replacement of Fire Station 10 (Yorba Linda)	2,212,231
6	A	Construction of New Fire Station 12 (Laguna Woods)	500,000
7	A	Replacement of Fire Station 24 (Mission Viejo)	1,000,000
8	A	Replacement of Fire Station 9 (Mission Viejo)	-
9	B	RFOTC 2nd Emergency Power Generator	-
10	CY	Fire Station 49 Apparatus Bay Floor Reconstruction	1,032,570
		Total - Fund 123	11,224,673

COMMUNICATIONS & INFORMATION SYSTEMS - FUND 124

IT-Communications and IT Infrastructure

1	B	OCFA Enterprise Audio Visual Upgrades	478,720
2	CY	RFOTC Data Ctr Fire Suppression Sys Upgrade	967,262
3	B	OCFA Disaster Recovery Co-Location Facility	866,563

IT-Systems Development & Support

4	A	Community Risk Reduction Automation - IFP Replacement	1,784,152
5	A	EMS Enterprise System Development	500,000
6	B	TheHIVE Cloud Upgrade	100,000
7	CY	Incident Reporting Application Replacement	142,881
8	CY	EMS Immunization Tracking	82,515
9	A	Property Management Application	-
		Total - Fund 124	4,922,093

FIRE APPARATUS - FUND 133

1	A/B	Emergency Vehicles	11,604,118
2	A	Developer Funded Vehicles	2,100,956
3	A/B	Support Vehicles	1,966,624
		Total - Fund 133	15,671,698

		GRAND TOTAL - ALL CIP FUNDS	\$44,034,585
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Project Priority: A=Essential; B=Important; C=Could Defer; CY=Current Year's project

* Adjusted FY 2020/21 budget includes mid-year budget adjustments

Capital Improvement Program Overview

Item No.	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year TOTAL
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1	-	-	1,500,000	2,100,000	-	3,600,000
2	-	-	-	-	-	-
3	500,000	-	-	-	-	500,000
4	-	-	-	-	-	-
5	1,000,000	500,000	-	-	12,012,231	13,512,231
6	-	-	1,600,000	1,600,000	4,800,000	8,000,000
7	12,000,000	-	-	-	-	12,000,000
8	-	-	-	3,700,000	6,700,000	10,400,000
9	-	-	-	500,000	-	500,000
10	-	-	-	-	-	-
	13,500,000	500,000	3,100,000	7,900,000	23,512,231	48,512,231

1	700,000	200,000	500,000	200,000	-	1,600,000
2	-	-	-	-	-	-
3	750,000	750,000	750,000	750,000	-	3,000,000

4	25,000	1,250,000	-	-	-	1,275,000
5	1,250,000	1,250,000	-	-	-	2,500,000
6	-	-	-	500,000	500,000	1,000,000
7	-	-	-	-	-	-
8	-	-	-	-	-	-
9	-	350,000	-	-	-	350,000
	2,725,000	3,800,000	1,250,000	1,450,000	500,000	9,725,000

1	4,027,683	11,367,603	8,695,721	9,712,965	9,140,990	42,944,962
2	-	-	-	-	1,000,080	1,000,080
3	3,104,000	742,192	1,826,572	-	528,224	6,200,988
	7,131,683	12,109,795	10,522,293	9,712,965	10,669,294	50,146,030

	30,429,683	21,060,795	22,347,793	29,168,965	41,463,025	144,470,261
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Orange County Fire Authority Fire Stations by Member Agency

City of Aliso Viejo

Station 57, 57 Journey, 92656

City of Buena Park

Station 61, 7440 La Palma Ave, 90620

Station 62, 7780 Artesia Blvd, 90621

Station 63, 9120 Holder St, 90620

City of Cypress

Station 17, 4991 Cerritos Ave, 90630

City of Dana Point

Station 29, 26111 Victoria Blvd, 92624

Station 30, 23831 Stonehill Dr, 92629

City of Garden Grove

Station 80, 14162 Forsyth Ln, 92844

Station 81, 11301 Acacia Pkwy, 92840

Station 82, 11805 Gilbert St, 92841

Station 83, 12132 Trask Ave, 92843

Station 84, 12191 Valley View St, 92845

Station 85, 12751 Western Ave, 92841

Station 86, 12232 West St, 92840

City of Irvine

Station 4, 2 California Ave, 92612

Station 6, 3180 Barranca Pkwy, 92606

Station 20, 7050 Corsair, 92618

Station 26, 4691 Walnut Ave, 92604

Station 27, 12400 Portola Springs, 92618

Station 28, 17862 Gillette Ave, 92614

Station 36, 301 E. Yale Loop, 92604

Station 38, 26 Parker, 92618

Station 47, 47 Fossil, 92603

Station 51, 18 Cushing, 92618

Station 55, 4955 Portola Pkwy, 92620

Cities of Laguna Hills and Laguna Woods

Station 22, 24001 Paseo de Valencia, 92637

City of Laguna Niguel

Station 5, 23600 Pacific Island Dr, 92677

Station 39, 24241 Avila Rd, 92677

Station 49, 31461 St. of the Golden Lantern, 92677

City of Lake Forest

Station 19, 23022 El Toro Rd, 92630

Station 42, 19150 Ridgeline Rd, 92679

Station 54, 19811 Pauling Ave, 92610

City of La Palma

Station 13, 7822 Walker St, 90623

City of Los Alamitos

Station 2, 3642 Green Ave, 90720

City of Mission Viejo

Station 9, #9 Shops Blvd, 92691

Station 24, 25862 Marguerite Pkwy, 92692

Station 31, 22426 Olympiad Rd, 92692

City of Rancho Santa Margarita

Station 45, 30131 Aventura, 92688

City of San Clemente

Station 50, 670 Camino de los Mares, 92673

Station 59, 48 Avenida La Pata, 92673

Station 60, 121 Avenida Victoria, 92672

City of San Juan Capistrano

Station 7, 31865 Del Obispo, 92675

City of Santa Ana

Station 70, 2301 N. Old Grand St, 92705

Station 71, 1029 W. 17th St, 92706

Station 72, 1688 E. 4th St, 92701

Station 73, 419 Franklin St, 92703

Station 74 (Admin), 1439 S. Broadway St, 92707

Station 74, 1427 S. Broadway St, 92707

Station 75, 120 W. Walnut St, 92701

Station 76, 950 W. MacArthur Ave, 92707

Station 77, 2317 S. Greenville St, 92704

Station 78, 501 N. Newhope St, 92703

Station 79, 1320 E. Warner Ave, 92705

City of Seal Beach

Station 44, 718 Central Ave, 90740

Station 48, 3131 N. Gate Rd, 90740

City of Stanton

Station 46, 7871 Pacific St, 90680

Orange County Fire Authority Fire Stations by Member Agency

City of Tustin

Station 37, 15011 Kensington Park Dr, 92780
Station 43, 11490 Pioneer Way, 92782

City of Villa Park

Station 23, 5020 Santiago Canyon Rd, 92860

City of Westminster

Station 64, 7351 Westminster Blvd, 92683
Station 65, 6061 Hefley St, 92683
Station 66, 15061 Moran St, 92683

City of Yorba Linda

Station 10, 18422 E. Lemon Dr, 92886
Station 32, 20990 Yorba Linda Blvd, 92887
Station 53, 25415 La Palma Ave, 92887

County of Orange, Unincorporated

Station 8, 10631 Skyline Dr, Santa Ana, 92705
Station 11, 259 Emerald Bay, Laguna Beach, 92651
Station 14, 29402 Silverado Canyon , PO Box 12, Silverado, 92676
Station 15, 27172 Silverado Canyon Rd, Silverado, 92676
Station 16, 28891 Modjeska Canyon Rd, Silverado, 92676
Station 18, 30942 Trabuco Canyon Rd, PO Box 618, Trabuco Canyon, 92679
Station 21, 1241 Irvine Blvd, Tustin, 92780
Station 25, 8171 Bolsa Ave, Midway City, 92655
Station 33, 374 Paularino, Costa Mesa, 92626
Station 40, 25082 Vista del Verde, Cota de Caza 92679
Station 56, 56 Sendero Way, Rancho Mission Viejo 92694
Station 58, 58 Station Way, Ladera Ranch 92694

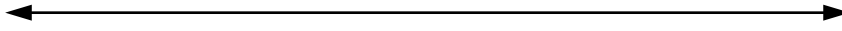
Specialty Stations

Helicopter Operations - Station 41, 3900 West Artesia Ave, Fullerton, 92833
Crews & Equipment – Camp 18, 30942 Trabuco Canyon Rd, PO Box 618, Trabuco Canyon, 92679



Fund 12110

General Fund - CIP



This fund is a sub-fund of the General Fund used to account for financial activity associated with maintenance and improvement projects that while considered “capital in nature”, do not meet the criteria to be included in a Capital Project Fund. This fund’s primary sources of revenue are operating transfers from the General Fund.



DATA STORAGE AND SERVERS REPLACEMENT

Project Priority: A

Project Org: P339

Project Type: Equipment Replacement

Project Management: IT – Communications & IT Infrastructure

Project Description: This item is an annual, ongoing project to upgrade and/or replace outdated computer servers and expand the existing storage area network (SAN) to accommodate the ongoing move towards virtualized server-based centralized storage, and backup of critical department information. The OCFA currently has servers hosting all of the business systems including: Exchange (E-mail), Records Management Systems (RMS), Computer Aided Dispatch (CAD), Automatic Vehicle Location (AVL), GIS, SharePoint (TheHIVE), etc.



The useful life of servers, SAN's, and other related hardware is five to seven years. The 5-year capital replacement plan will replace between five to eight servers per year which supports all sever hardware being replaced within its expected lifecycle.

Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000

Impact on Operating Budget: The replacement of servers may help control maintenance costs in the operating budget and improve application performance.

FIRE STATION ALARM SYSTEM UPGRADES

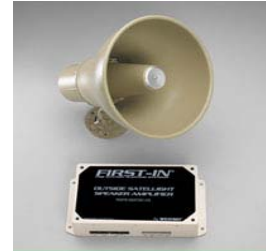
Project Priority: A

Project Org: P334

Project Type: Equipment Replacement

Project Management: IT – Communications & IT Infrastructure

Project Description: The OCFA is upgrading and replacing legacy fire station alerting systems at all OCFA fire stations with the Westnet, Inc. (Westnet) fire station digital electronic alerting technology known as the SmartStation. Westnet was selected thru an RFP process in 2013 to integrate OCFA fire stations and their existing legacy alerting systems with the new TriTech CAD system that went live in September 2014.



Fire Station Alerting/Sound Systems

The expected life of the legacy OCFA fire station alarm systems is fifteen years. The legacy station alerting systems utilize electro-mechanical relays and amplifiers and will be upgraded with the digital electronic SmartStation. The cost per fire station upgrade varies substantially depending on the size of the fire station, number of crew, and apparatus that are deployed. The average cost for the 17 Fire Stations upgraded as of 2021 is approximately \$90,000. All OCFA Fire Stations are expected to be completed by June 30, 2025.



When a new fire station is constructed, the Westnet SmartStation will be included in the new station costs.

Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,350,000	\$1,350,000	\$1,350,000	\$720,000		\$4,770,000

Impact on Operating Budget: The replacement and upgrade of the station alerting systems will result in increased annual maintenance contract costs.

RFOTC AND FIRE STATION DATA NETWORK UPGRADES

Project Priority: A

Project Org: P337

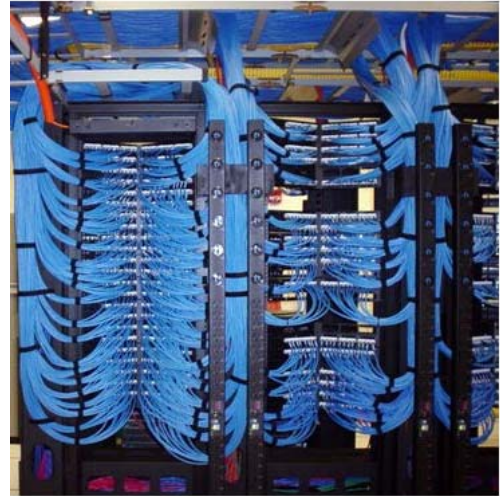
Project Type: Equipment Replacement/New Technology

Project Management: IT – Communications & IT Infrastructure

Project Description: This project replaces core network infrastructure components installed at the RFOTC and OCFA fire stations. Numerous major components including 15,000 feet of fiber optic cabling installed during construction of the RFOTC facilities were replaced in 2019 and 2020.

All OCFA fire stations will have their OCFA wireless computer networks upgraded in FY 2021/22 with ongoing upgrades in later years as older network components age out.

The network equipment being installed is expected to last up to ten years before needing replacement.



Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

Impact on Operating Budget: Replacement of the hardware may help control maintenance costs included in the operating budget.

ENTERPRISE PHONE AND PUBLIC ADDRESS SYSTEMS UPGRADE

Project Priority: A

Project Org: P408

Project Type: New Equipment

Project Management: IT – Communications & IT Infrastructure

Project Description:

OCFA RFOTC phones

The OCFA's Regional Fire Operations and Training Center (RFOTC) administrative telephone system (PBX) was placed in service in 2004. Replacement of the PBX was delayed until 2021 due to COVID-19.



OCFA Fire Station phones

Installation of the new VoIP phone systems at the Fire Stations will complete the RFOTC phone system replacement project. It is expected to start in late FY 2021/22 and continue into FY 2022/23. The fire stations will be fully integrated with the RFOTC's VoIP phone system yet retain the capability to operate independently if the data connection to the RFOTC fails.

Security Enhancement

The new VoIP phone systems installed at RFOTC and OCFA fire stations will be a key part of improving physical security for the RFOTC and fire stations by adding public address and paging functionality. The new VoIP phone systems will be capable of broadcasting messages simultaneously to all fire stations, RFOTC offices, and conference rooms.

The enterprise phone system and public address and paging VoIP systems are expected to last between 10 to 15 years before needing replacement.

Project Status: Project is in-process with RFOTC phone system upgrade.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$500,000	\$500,000				\$1,000,000

Impact on Operating Budget: Ongoing annual maintenance costs are included in the General Fund. The OCFA will utilize 3rd party professional services to assist in the installation of the new phone systems.

FLEET SERVICES FUEL MANAGEMENT TRACKING SYSTEM

Project Priority: A

Project Org: TBD

Project Type: New Technology

Project Management: IT – Communications & IT Infrastructure

Project Description: This item is to add Fuel Module functionality to the Fleet Management system.

The current Fleet Management system has the capability to track fuel usage of all OCFA vehicles and all OCFA fuel dispensing locations. It requires adding an additional software module to the Fleet system as well as additional hardware to the fuel stations and tracking devices on each OCFA vehicle. Professional services for installation and testing are included in the budget.

The implementation of this module to the Fleet application for the Fleet Services Section will improve accountability for consumable assets, pump control, card lockout, shrinkage of inventory, and overall fuel consumption savings.

Project Status: Purchases to occur in FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$602,000		\$602,000

Impact on Operating Budget: Application Maintenance/License Costs are expected to be 20% - 25% of the new software costs, or \$60,000 annually which is included in our Five-Year Financial Forecast beginning in FY 2025/26.

800 MHZ RADIOS

Project Priority: A

Project Org: P332

Project Type: Equipment Replacement

Project Management: IT – Communications & Workplace Support

Project Description: This budget is for new 800MHz mobile radios to be installed in new OCFA apparatus, and for use in training, academies, and supplying equipment caches. Mobile radio purchases also synchronize with the vehicle replacement plan. Current pricing per mobile radio averages \$4,500 – \$5,000. Portable 800MHz radios cost approximately \$6,000 each.

P25 is the suite of standards developed to provide digital voice and data communication systems suited to public safety and first responders. All new radios are P25 ready and 100% compatible with the 800MHz radio countywide coordinated communication system (800MHz CCCS) that was upgraded in 2019.

Project Status: Ongoing



Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$900,000

Impact on Operating Budget: Adding new 800MHz radios to the total active radio count will result in increased annual operational expenses of approximately \$16,000 per 50 new radios.

SMALL EQUIPMENT / PERSONAL COMMUNICATIONS

Project Priority: A

Project Org: P330

Project Type: Equipment Replacement

Project Management: IT – Communications & Workplace Support

Project Description: The OCFA utilizes numerous devices for personal communications including smartphones, vehicle intercom headsets, and portable radio lapel microphones. Replacement is required every three to five years because of wear and exposure factors.



In FY 2020/21, OCFA tested transitioning from pagers and the County paging system to using smart phones and public broadband service for Operations personnel to receive emergency incident alerts. The smart phones will receive alerts with the OCFA in-house developed *iNotify* app which works on iOS (Apple) mobile devices. The *iNotify* app interfaces with the OCFA's Computer Aided Dispatch (CAD) system and will alert users of dispatched incidents and provide incident information including units, personnel, directions, and maps. These notifications are in addition to alerts received on portable 800MHz radios, Mobile Data Computers (MDC) and OCFA fire station alerting systems.



In addition to emergency incident notifications, OCFA personnel will be able to use numerous in-house and commercial smartphone computer applications (apps) that provide additional situational awareness tools and access to other OCFA computer systems.

Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$125,000	\$40,000	\$40,000	\$40,000	\$40,000	\$285,000

Impact on Operating Budget: Replacing pagers with approximately 400 smart phones will result in increased annual operational expenses of \$216,000 per year effective FY 2021/22 for mobile communications fees.

PERSONAL COMPUTER (PC)/TABLETS/PRINTER REPLACEMENTS

Project Priority: A

Org Number: P331

Project Type: Equipment Replacement

Project Management: IT – Communications & Workplace Support

Project Description: The PC replacement budget is based on \$1,500 per unit, which includes adequate funding to replace associated printers and peripherals at the same time, as well as purchasing ruggedized iPad tablets. It also includes replacement of department-authorized, mission-critical computers and tablets on an as-needed basis. The replacement cycle is every three to four years for iPad tablets and up to six years for desktop PCs.



Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000

Impact on Operating Budget: Deferral of PC and tablet replacements beyond four years will increase repair and maintenance costs.

MOBILE DATA COMPUTER (MDC) SYSTEM

Project Priority: A

Project Org: P303

Project Type: Equipment Replacement

Project Management: IT – Communications & Workplace Support

Project Description: The mobile data computers (MDC) provide emergency incident information such as location/address, patient status, premise information, etc. from the computer aided dispatch (CAD) system for Operations personnel in OCFA apparatus.

Currently, Operations personnel also use Apple iPads inside OCFA apparatus for patient care reporting, accessing GIS data, special area maps, and numerous other computer applications, or apps. The OCFA's CAD vendor does not yet support full functionality of their CAD system on Apple iPads, so it is necessary to continuing operating CAD on Windows MDCs.

A new ruggedized Windows tablet type MDC has been selected to replace the current "legacy" Windows MDCs which were installed in 2012 of which the manufacturer has ceased production. All legacy MDCs in existing OCFA apparatus will be replaced in FY 2021/22 with the new, ruggedized Windows tablet MDCs which also will be installed in all new emergency apparatus.

The cost of the ruggedized Windows tablets with associated mounting accessories including AVL modems is approximately \$6,000 per unit.

Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$420,000	\$240,000	\$240,000	\$240,000	\$240,000	\$1,380,000

Impact on Operating Budget: Replacing the existing MDCs with ruggedized computer tablets will result in lower capital expense to purchase new MDCs as well as lower ongoing maintenance costs.



VHF RADIOS

Project Priority: A

Project Org: P333

Project Type: Equipment Replacement

Project Management: IT – Communications & Workplace Support

Project Description: This project is for the purchase and replacement of VHF mobile and portable radios to be installed in new OCFA apparatus as well as replacing existing VHF radios that are becoming obsolete. These radios are used for state and mutual aid communications with agencies that are not part of the County 800 MHz radio system and are installed in all OCFA emergency apparatus. Use of VHF radios ensures communication and enhances the safety of firefighters on automatic and mutual aid responses with the California Department of Forestry, Fire Protection (CAL FIRE), and the United States Forest Service (USFS) in state and federal responsibility areas.



The current VHF portable radio model has been discontinued and a new radio has been requested by the Operations Department. OCFA will replace up to 1,500 portable VHF radios in in FY 2021/22. Cost each for the new portable radio is approximately \$1,000.



Staff will also replace up to 300 mobile VHF radios installed in OCFA emergency apparatus in FY 2021/22. Cost each for the new mobile VHF radio is approximately \$1,600.

Expected useful life of all new VHF radios is between nine and ten years.

Project Status: Ongoing

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,528,000	\$64,000	\$64,000	\$64,000	\$64,000	\$1,784,000

Impact on Operating Budget: The replacement of radios helps control maintenance costs included in the operating budget.

DIGITAL ORTHOPHOTOGRAPHY

Project Priority: B

Org Number: P341

Project Type: Equipment Replacement

Project Management: IT – GIS

Project Description: Digital orthophotography provides an accurate aerial record of all physical data that exists in the County and area of service at a given point in time. It is important to the OCFA as a management tool for the effective and efficient operation of a number of business needs and for spatial data capture and verification. Some of the OCFA business needs supported by digital orthophotography include:



- Special Area Maps and preplans to guide first responders into difficult areas such as apartment complexes and shopping centers.
- Provide dispatchers a visual record to facilitate response assignments.
- Establish a default map viewing context for the Automatic Vehicle Location System (AVL).
- Facilitate vehicle routing to target locations.
- Assist in reconstructing and investigating crimes.
- More effectively manage urban and wildland interfaces.
- Quality control addresses for run maps.
- Verify pre-existing or non-conforming conditions for inspections.
- Include aerial imagery of new developments.

Project Status: New orthophotography of Orange County is purchased biennially which is sufficiently frequent to capture new developments and growth.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$80,000		\$80,000		\$160,000

Impact on Operating Budget: No impact.

STATION BATHROOM INCLUSIVE FACILITIES

Project Priority: A

Project Org: P413

Project Type: Facilities/Site Repair

Project Management: Property Management

Project Description: An evaluation of all bathrooms located in the OCFA fire stations began in FY 2019/20. Based on the results of the evaluation, a comprehensive and multi-year project plan will be developed to modify or enhance bathroom facilities in fire stations where the changes are needed. Currently Fire Stations 13 (La Palma), 14 (County), 16 (County), 32 (Yorba Linda), and 44 (Seal Beach) are moving forward with modifications.

Project Status: The project is a multi-year plan to modify or enhance bathroom facilities in the fire stations which began in FY 2019/20. Fire Stations 13, 14, 16, 32, and 44 are currently in various stages of progress.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,870,000	\$1,620,000	\$1,245,000	\$1,875,000	\$2,865,000	\$9,475,000

Impact on Operating Budget: No further operating budget impacts are anticipated for these modifications after the completion of this project.

**FIRE STATION 41 (HELICOPTER OPS) DORMITORY PRIVACY,
TRAINING ROOM, KITCHEN****Project Priority:** A**Project Org:** P417**Project Type:** Facilities/Site Repair**Project Management:** Property Management

Project Description: Since the air operations program went to a 24/7 operation, there have not been adequate areas to sleep the crews. This project would address the 24/7 operation in addition to another day shift crew and upstaffing when necessary. The project involved significant design, engineering, and construction to accommodate the operation.

Project Status: Needs assessment is being evaluated; OCFA is in process of getting an architect on board for design work and plan check through the City of Fullerton.

Fiscal Years:	2021/22	2022/23	2023/24	2023/24	2024/25	5-Yr. Total
Budget:			\$1,500,000	\$600,000		\$2,100,000

Impact on Operating Budget: No anticipated impact.

FIRE APPARATUS SHELTERS

Project Priority: A

Project Org: TBD

Project Type: Facilities/Site Repair

Project Management: Property Management



Project Description: This project is for the purchase and installation of prefabricated steel shelters for fire apparatus at RFOTC and fire stations without sufficient space within the apparatus bays. The benefits of the shelters include extending the life of the apparatus vehicles and external on-board equipment through reduced exposure to the elements, and improved working environments for personnel performing maintenance, equipment loading/unloading, and other related duties.

Project Status: The project is scheduled to commence in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$200,000					\$200,000

Impact on Operating Budget: Ongoing minor to moderate savings in apparatus maintenance costs.

BODY ARMOR REPLACEMENT

Project Priority: A

Project Org: P427

Project Type: Service Replacement

Project Management: Service Center

Project Description: In late 2018, the OCFA took possession of new grant funded body armor that was distributed to our field personnel. The body armor purchased with the grant will need to be replaced by FY 2024/25.

Project Status: Purchases to be made in FY 24/25.



Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$350,000		\$350,000

Impact on Operating Budget: No anticipated impact.

FIRE SHELTERS

Project Priority: A

Project Org: P412

Project Type: Service Enhancement/Replacement

Project Management: Operations

Project Description: The majority of OCFA's current supply of 1,000 shelters were purchased between 2008 and 2012. The shelters have a shelf life of 10 years. The Operations Department began replacing all OCFA's Fire Shelters in FY 2019/20 and will continue until completion in FY 2022/23.

Fire Shelter cost is approximately \$300 each, including taxes.



The purchase of the requested Fire Shelters is based on current need. Priority for replacement will be as follows:

1. Oldest units
2. Worn out units

The replacement was originally scheduled to begin in FY 2018/19. However, the sole manufacturer was still in the process of introducing an improved version of the Fire Shelters to the market. As such the replacement schedule was pushed out to ensure that the shelters procured meet the high standard of safety.

Project Status: Phase 1 of the project began in FY 2019/20, with the completion of this replacement scheduled in FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$100,000	\$140,000				\$240,000

Impact on Operating Budget: Potential cost with equipment failure after one year warranty expiration.

SELF-CONTAINED BREATHING APPARATUS (SCBA)

Project Priority: A

Project Org: TBD

Project Type: Service Enhancement/Replacement

Project Management: Operations

Project Description: The OCFA's Operations Department currently uses 833 Self-Contained Breathing Apparatus. The Operations Department projects a need for service enhancement and replacement at the 10-year use of life in FY 2023/24. The expected life of the SCBA will peak in 2020 and 2021. The additional years the units are in service will allow staff to perform a comprehensive needs analysis and prepare a Request for Proposal (RFP) to ensure that we procure the most current equipment that incorporates the latest in firefighter safety technology. Service enhancements of the SCBA have already occurred and will likely increase before our next replacement giving us the ability to incorporate increased temperature tolerance on the face-piece mask, clearer use of the heads-up display, increased visibility of the remote air use gauge, and a more ergonomic harness for wearer. The need for replacement is planned to occur in FY 2023/24.



The SCBA total is based on current need. Additional SCBA might be needed over the next three to five years due to expansion of the OCFA with addition of new fire stations.

Project Status: Project is scheduled to begin in FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$2,250,000	\$2,250,000		\$4,500,000

Impact on Operating Budget: No anticipated impact.

CHAINSAWS

Project Priority: A

Project Org: TBD

Project Type: Service Enhancement/Replacement

Project Management: Service Center

Project Description: The OCFA has 17 truck companies that are staffed daily to help mitigate emergencies throughout the county. Each of the truck companies has three chainsaws that are primarily used to provide ventilation on structure fires. Our current fleet of chainsaws has been in service for several years and will need to be replaced in FY 2021/22.

The wholesale replacement of these saws would allow us to utilize some of the older better condition saws for training purposes and some for Battalion level loaners.



Project Status: Project is scheduled to begin in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$75,000				\$75,000	\$150,000

Impact on Operating Budget: No anticipated impact.

GAS POWERED EXHAUST FANS

Project Priority: A

Project Org: TBD

Project Type: Service Enhancement/Replacement

Project Management: Service Center

Project Description: The OCFA has 17 truck companies that are staffed daily to mitigate emergencies throughout the county. Each of the truck companies has a gas-powered exhaust fan that is utilized for positive pressure ventilation and other fire ground activities. Our current fleet of exhaust fans are becoming obsolete and the motor on them is no longer made which makes it difficult to obtain parts to make repairs.

This replacement project would provide one new fan per truck company and also provide an additional exhaust fan for the Service Center to use as a loaner.

Project Status: Project is scheduled to begin in FY 2021/22.



Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$50,000					\$50,000

Impact on Operating Budget: No anticipated impact.

PORTABLE FIRE PUMPS

Project Priority: A

Project Org: TBD

Project Type: Service Enhancement/Replacement

Project Management: Operations

Project Description: OCFA purchased the current supply of 20 Waterax Mini-Striker pumps in 2012. The fire pumps have an estimated service life of 10 years. The Operations Department projects a need to replace all OCFA's portable fire pumps in FY 2022/23.

The Waterax Mini-Striker pump pairs a reliable single stage pump end with the Honda 4-stroke 2.5 HP engine to achieve pressures of up to 85 PSI (5.9 BAR) and offer volume supply of up to 80 GPM (303 L/Min). Extremely portable and lightweight, this mini powerhouse performs well when used by itself or in tandem with other pumps. It is also particularly suited to some of the latest fire control techniques where small, lightweight equipment is a requirement.



Cost of each portable pump is approximately \$600 plus tax.

The purchase of the requested portable fire pumps is based on current need and has a planned roll-out date in the FY 2022/23 budget year. Priority for replacement will be as follows:

1. Worn out units
2. Oldest units

Project Status: Project is scheduled for FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$12,000				\$12,000

Impact on Operating Budget: Potential cost with equipment failure after 90-day warranty expiration.

HIGH-PRESSURE AIRBAGS

Project Priority: A

Project Org: P410

Project Type: Service Enhancement/Replacement

Project Management: Operations

Project Description: The Operations Department projects a need to replace the aging high-pressure airbags based on current need. Priority is placed on truck companies. A small number of additional airbags are also needed for engines stationed in remote locations with a high probability of traffic collisions, such as Ortega Highway.



The airbags needed are made in different sizes. Each size has different overall dimensions. This allows flexibility in their use. Larger airbags are ideal for lifting vehicles and heavy equipment. Smaller airbags are needed for more detailed rescue operations. As such, each OCFA truck will be receiving a set of six airbags, differing in size.

Project Status: Project scheduled to begin in FY 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$55,000	\$55,000

Impact on Operating Budget: Potential cost with equipment failure after one-year warranty expiration.

DUO-DOTE AUTO-INJECTORS

Project Priority: A

Project Org: P430

Project Type: Service Replacement

Project Management: Emergency Medical Services

Project Description: Duo-Dote Auto-Injectors are used as an initial treatment of the symptoms of an organophosphorus insecticide or a chemical weapon nerve agent poisoning. They are used primarily to treat first responders but may also be used for victims of a chemical agent attack.

This request will replace the current inventory with approximately 2,000 auto-injectors.

Project Status: Project will take place in FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$180,000		\$180,000

Impact on Operating Budget: Potential replacement cost if used prior to expiration date.

CARDIAC MONITORS/DEFIBRILLATORS

Project Priority: A

Project Org: P402

Project Type: Service Replacement

Project Management: Emergency Medical Services

Project Description: The Orange County Emergency Medical Service has mandated that all Advanced Life Support (ALS) units carry a cardiac monitor/defibrillator. The service life for these highly technical and mission critical pieces of equipment is approximately six to eight years. Technology is changing rapidly and the OCFA should anticipate the need to replace the current inventory of cardiac monitors with new and updated versions in FY 2024/25. This would be the seventh year of service on our current fleet of cardiac monitors.

The plan would be to replace the current inventory of approximately 140 cardiac monitors with the latest model determined through an RFP process. The cost is an estimate based on the current value of monitors, the current quantity needed and inflation.

Project Status: Project to commence in FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$2,500,000	\$2,500,000	\$5,000,000

Impact on Operating Budget: Potential cost with equipment failure after one-year warranty expiration.

SUCTION UNITS

Project Priority: A

Project Org: TBD

Project Type: Service Replacement

Project Management: Emergency Medical Services



Project Description: To provide life-saving emergency medical care, suction units are mandated to be on each Basic Life Support (BLS) or Advanced Life Support (ALS) unit. Suction units are small vacuums used to control the patient's airway, clear obstructions, and assist in airway management. They are used each time our personnel perform CPR, treat seizures, and aid in severe vomiting.

Due to frequency of use, wear and tear, battery life, motor life, and sanitation needs, the life span of suction units is approximately 5 years and will require replacement in FY 2023/24. EMS anticipates replacing the fleet of 150 suction units through an RFP process. The \$550 estimate per unit is based on the current price of suction units, the current quantity needed and inflation.

Project Status: Project to commence in FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$82,500			\$82,500

Impact on Operating Budget: Potential cost with equipment failure after one-year warranty expiration.

REMOTE RESCUE PACKS**Project Priority:** A**Project Org:** TBD**Project Type:** Service Replacement**Project Management:** Emergency Medical Services

Project Description: Fourteen OCFA stations serve urban interface areas where Advance Life Support (ALS) supplies can be needed on hiking trails or other areas not reachable by vehicles. When this occurs, OCFA personnel use a remote rescue pack, a backpack equipped with ALS medical supplies (trauma supplies, drugs, AED plus, etc.), to hike to patients.

The remote rescue packs make it feasible to respond efficiently to remote patients, but there is wear and tear on the backpack itself and a lifespan to the supplies inside the backpack. These factors necessitate replacement approximately every five years. The current remote rescue packs will require replacement in FY 2023/24. The \$3,500 per unit cost is an estimate based on the current price of the bags and supplies, the current quantity needed and inflation.

Project Status: Project to commence in FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$49,000			\$49,000

Impact on Operating Budget: None

AED PLUS

Project Priority: A

Project Org: TBD

Project Type: Service Replacement

Project Management: Emergency Medical Services



Project Description: When cardiac arrest occurs, rapid treatment with an automated external defibrillator (AED) can save lives. The AED Plus device analyzes a heart rhythm and, when necessary, uses an electrical shock to restore normal rhythm. To facilitate immediate care, OCFA stocks AED Plus devices throughout RFOTC, in Operations' staff vehicles, and in Division Chief or Battalion Chief staffed stations. There are 225 units in circulation that were purchased in 2017.

Every 5 to 8 years, the AED Plus devices need replacement and recalibration, slotting replacement in FY 2025/26. EMS anticipates replacing these units through an RFP process. The \$1,500 per unit cost is an estimate based on the current price of the AED Plus devices, the current quantity needed and inflation.

Project Status: Project to commence in FY 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$337,500	\$337,500

Impact on Operating Budget: None

HAZMAT AIR MONITORS

Project Priority: A

Project Org: TBD

Project Type: Hazmat Air Monitor Replacement

Project Management: Operations



Project Description: The Hazardous Materials program under the OCFA's Emergency Operations currently administers 40 Handheld Gas Monitors. These monitors are placed on all truck companies as well as both hazmat and requisite units for the purpose of identifying toxic and hazardous atmospheres to ensure personnel safety. These devices are instrumental in compliance with Occupational Safety and Health Administration (OSHA) regulations on confined space incidents, technical rescues, hazardous materials incidents and fires. As these devices age, the cost of maintenance increases due to component replacement and the need for additional spares increases to compensate for downtime. With technological advances in development of this highly technical device, the manufacturer will discontinue its support of older equipment. It is forecasted that the effective service life expectancy of current units will be reached by FY 2021/22.

Project Status: Project is scheduled to begin in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$150,000					\$150,000

Impact on Operating Budget: No anticipated impact.

CARBON MONOXIDE MONITORS

Project Priority: A

Project Org: TBD

Project Type: Service Enhancement/Replacement

Project Management: Operations

Project Description: This is the replacement of carbon monoxide monitors on each OCFA fire apparatus. The current carbon monoxide detectors are projected to have a five-year life cycle concluding in FY 2023/24.

Carbon monoxide is an insidious, colorless, odorless gas undetectable by the senses. During 2010-2015 a total of 2,224 deaths nationwide resulted from carbon monoxide poisoning. Sources of carbon monoxide include faulty heating and cooking appliances in homes and buildings. The ability to rapidly detect carbon monoxide by OCFA fire units is a valuable capability.

Project Status: Project is scheduled for FY 2023/24.

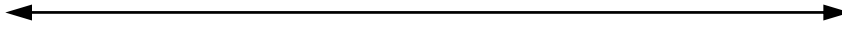


Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$50,000			\$50,000

Impact on Operating Budget: No anticipated impact.

Fund 123

Fire Stations and Facilities



This fund is a capital projects fund to be used for the significant acquisition, improvement, replacement, or construction of fire stations and facilities. Significant funding sources include operating transfers from the General Fund, and contributions or reimbursements from developers responsible for a share of new fire station development costs.



RFOTC TRAINING GROUNDS EXPANSION AND UPGRADE

Project Priority: A

Project Org: P251

Project Type: Facilities/Site Repair

Project Management: Property Management

Project Description: The RFOTC Training Grounds requires expansion and upgrade to accommodate OCFA's growth in recent years with new cities joining the organization. The current tower was out of service greater than 50% of the time in FY 2016/17, and the service vendor struggled to find timely solutions. The live-burn training system, designed in 1992, is obsolete and no longer has repair parts available. Exacerbating the down time issues is that the system was designed so that when any one of seven burn props goes down, the whole system is inoperable.

The OCFA has also increased the size of our recruit academies from an average of 30 recruits in 2010 to 50 recruits today. Large academies result in more instructors (5:1 ratio) and a greater need for office space, classroom space, and bathrooms.

To address these shortcomings, the project will be handled in stages.

- In FY 2019/20, classrooms were installed on the training grounds and supplied with temporary power.
- In FY 2021/22, the plan is to build a new three-story training tower; modify the existing strip mall training prop; develop the north end of the property; install additional training props, safety sensor system, and computer operating system in the current tower; replace the burn props; install permanent power to the classrooms; and expand power supply capabilities.

Project Status: Temporary classrooms were installed in FY 2019/20, and solicited bids pending award include electrical improvements at the drill grounds and fire training structure improvements. An environmental study is in process for the FY 2021/22 improvements described above. Project will continue subject to negotiations with the City of Irvine.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$1,500,000	\$2,100,000		\$3,600,000

Impact on Operating Budget: Annual maintenance contracts for burn props at approximately \$40,000 per year.

RETROFIT EXISTING STATION FIRE LIFE SAFETY SYSTEMS

Project Priority: A

Project Org: P258

Project Type: Facilities/Site Repair

Project Management: Property Management

Project Description: This project will upgrade approximately six existing stations that are lacking hard-wired fire detection systems. In an effort to have more robust detection and notification fire life safety systems, this project will include installation of smoke detectors that connect to the existing alerting system, which are monitored by the Emergency Communications Center.

Project Status: The project will continue through FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$500,000					\$500,000

Impact on Operating Budget: Ongoing annual operational costs of about \$25,000 are projected after the completion of the project.

REPLACEMENT OF FIRE STATION 10 (YORBA LINDA)**Project Priority:** A**Project Org:** P503**Project Type:** Replacement Fire Station Construction**Project Management:** Property Management

Project Description: This project contemplates planning, design, demolition, and replacement of Fire Station 10, constructed in 1972, along with the adjacent Old Fire Station 10, constructed in 1938. Both facilities currently occupy a combined site comprising 0.74 of an acre, anticipated to be exchanged for a replacement one acre site a quarter of a mile from the current station's location. The project is contemplated in concert with a general renewal of Historic Old Town Yorba Linda currently in process with the City of Yorba Linda. The project includes all demolition of current sites; planning, design, and construction of a temporary fire station; grading and planning design; and construction of an approximately 15,000 square foot, two company, three apparatus bay fire station with added standard modules to support a Division Chief and a station training room.

Project Status: The project delivery is anticipated to be Design-Build. Historic Architectural Review Reporting is required for compliance with the California Environmental Quality Act and permitting is in process.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,000,000	\$500,000			\$12,012,231	\$13,512,231

Impact on Operating Budget: Replacement of Fire Station 10 (Yorba Linda) will improve Division 4 operational control and service delivery.

CONSTRUCTION OF NEW FIRE STATION 12 (LAGUNA WOODS)

Project Priority: A

Project Org: P553

Project Type: New Fire Station Construction

Project Management: Property Management

Project Description: This project contemplates planning, design, and construction of a new Fire Station 12. Station size and equipment complement to be determined by Operations.

Project Status: Available sites are being evaluated in the geographical area for construction.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$1,600,000	\$1,600,000	\$4,800,000	\$8,000,000

Impact on Operating Budget: Construction of Fire Station 12 (Laguna Woods) will require additional personnel and operating budget to ensure facility is maintained.

REPLACEMENT OF FIRE STATION 24 (MISSION VIEJO)**Project Priority:** A**Project Org:** P554**Project Type:** Replacement Fire Station Construction**Project Management:** Property Management

Project Description: This project contemplates planning, design, demolition, and replacement of Fire Station 24, constructed in 1970. The station occupies about 0.98 of an acre. The project includes replacement construction of an approximate 10,000 square foot station on the current site. The project includes all demolition, placement of a temporary fire station, planning, design, and new station construction. The station will house two companies.

Project Status: Project to continue through FY 2021/22. Project delivery is anticipated to be Design-Build.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$12,000,000					\$12,000,000

Impact on Operating Budget: Replacement of Fire Station 24 (Mission Viejo) will alleviate current significant overcrowding and improve the operational readiness of the station.

REPLACEMENT OF FIRE STATION 9 (MISSION VIEJO)

Project Priority: A

Project Org: P536

Project Type: Replacement Fire Station Construction

Project Management: Property Management

Project Description: This project contemplates planning, design, demolition, and replacement of Fire Station 9, constructed in 1974. The station occupies about 0.6 of an acre. The project includes replacement construction of a fire station on the current site. The project includes all demolition, placement of a temporary fire station, planning, design, and new station construction.

Project Status: There are discussions of possible alternate locations. Project delivery is anticipated to be Design-Build. The project commenced in FY 2019/20.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$3,700,000	\$6,700,000	\$10,400,000

Impact on Operating Budget: Replacement of Fire Station 9 (Mission Viejo) will alleviate current significant overcrowding and improve the operational readiness of the station.

RFOTC 2ND EMERGENCY POWER GENERATOR

Project Priority: B

Project Org: TBD

Project Type: Facilities/Site Repair

Project Management: Property Management

Project Description: This project is to add a 2nd backup Emergency Power Generator to supply critical emergency power to the RFOTC facilities in the case of a long-term power outage. The RFOTC facilities currently have one Emergency Power Generator that supplies emergency power in the case of a power outage to the RFOTC 'B' building, including the 9-1-1 Dispatch Emergency Command Center (ECC), the Data Center, and other designated power outlets throughout the RFOTC facilities. The current Emergency Power Generator was installed during the construction of the RFOTC in 2004. Space for a 2nd backup generator is available next to the existing unit.

If there is a mechanical or other issue with the current Emergency Power Generator during a power outage, the Data Center and 9-1-1 ECC would be inoperable until a portable generator could be brought in from a supplier; a process that could take several hours at minimum.

This project will provide critical redundancy to the current Emergency Power Generator in the case of a prolonged outage, ensuring ongoing emergency operations capability for the 9-1-1 ECC Dispatch center and the OCFA Data Center, as well as supplying emergency power to additional offices and classrooms at the RFOTC.



The budget is a preliminary estimate and may need revision as requirements are further developed.

Project Status: This project is scheduled to begin in FY 2024/25.

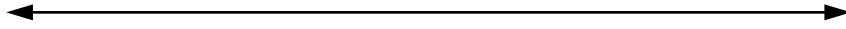
Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$500,000		\$500,000

Impact on Operating Budget: No anticipated impact.



Fund 124

Communications & Information Systems



This fund is a capital projects fund used for the significant acquisition, improvement, or replacement of specialized communications and information systems and/or equipment. Its primary funding sources are the operating transfers from the General Fund and the use of reserves.



OCFA ENTERPRISE AUDIO VISUAL UPGRADES

Project Priority: B

Project Org: P350

Project Type: Equipment Replacement / New Technology

Project Management: IT – Communications & IT Infrastructure

Project Description: In 2017, the OCFA’s Board Room and five classrooms were upgraded with new audio-visual (AV) systems. When new fire stations are built, current technology AV systems are also installed.

This enterprise AV project will upgrade technology in conference rooms, training rooms, and classrooms at the Urban Search & Rescue



(US&R) warehouse, the Regional Fire Operations and Training Center (RFOTC), Battalion and Division fire stations, and the Emergency Command Center (ECC). The project is anticipated to be completed over a two year period. The upgraded AV systems will enable dispatchers, RFOTC staff, fire station crews, and US&R warehouse personnel to stream and access electronic training materials more efficiently; utilize video conferencing with other fire stations and HQ; and access content sources and feeds from wilderness, traffic, and security cameras and the internet.

The upgraded AV technology has improved efficiencies and allows crews to decrease the need to travel for training as they can access content from their Battalion and Division station classrooms.



This project will also refresh the technology used in the RFOTC Board room and RFOTC classrooms which is now five years old.

Project Status: The project will continue through FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$700,000	\$200,000	\$500,000	\$200,000		\$1,600,000

Impact on Operating Budget: The budgetary amount is a preliminary estimate and may need revision as requirements are further developed.

OCFA DISASTER RECOVERY CO-LOCATION FACILITY

Project Priority: B

Project Org: P349

Project Type: New Technology

Project Management: IT – Communications & IT Infrastructure

Project Description: This project has two major parts including:

- Establish an in-county Disaster Recover Co-Location (DR/Co-Lo) capability for OCFA's 911 dispatch function
- Establish out-of-county DR/Co-Lo for OCFA's critical business systems and data.

Both project components are critically important to maintain continuity of operations for OCFA in a crisis situation where the OCFA Emergency Command Center (ECC) or data center at the RFOTC are not functional.



OCFA reviewed numerous facilities including:

- Several OCFA fire stations and the Urban Search & Rescue (US&R) warehouse
- Other Orange County Agency and Commercial sites (County data center, ATT commercial data center, OCSD facilities, etc.)

The OCFA's Operations Department leadership has selected the OCFA US&R warehouse located in Foothill Ranch, California as the primary location to establish an in-county DR/Co-Lo 911 dispatching capability. OCFA staff are currently working with 3rd party engineering firms to analyze and make necessary modifications to the US&R warehouse to support backup dispatch functions.

OCFA staff are continuing to consider multiple out-of-county including out-of-state locations for dispatching and data center co-location capability.

Project Status: Project is currently in process and expected to continue thru FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$750,000	\$750,000	\$750,000	\$750,000		\$3,000,000

Impact on Operating Budget: Annual maintenance/license costs for backup CAD, Fire Station alerting, and Motorola radio consoles are estimated at approximately \$100,000 beginning in FY 2022/23.

COMMUNITY RISK REDUCTION AUTOMATION – IFP REPLACEMENT

Project Priority: A

Project Org: P326

Project Type: Application Replacement

Project Management: IT – Systems Development & Support

Project Description: This project is to replace the Integrated Fire Prevention (IFP) system which is the final part of the larger Records Management Systems (RMS) replacement project. The RMS replacement project originally would proceed concurrently with the OCFA’s Computer Assisted Dispatch (CAD) system. Both projects are collectively referred to as the Public Safety Systems (PSS) replacement project. RMS replacement was split off the PSS project as a separate project to expedite replacement of the CAD system which was completed in September 2014.

Commercially available RMS solutions were reviewed extensively, but none were found to meet the needs of the OCFA. Developing a custom built RMS using commercial off the shelf (COTS) Microsoft technology and modern web-enabled design elements was approved by Executive Management to develop and deploy the new Incident Reporting and Investigations System (IRIS) which went live in July 2019.

At its November 21, 2019 meeting, the Executive Committee approved the in-house development of the IFP replacement for the OCFA’s Community Risk Reduction Department with a new custom developed system that is similar in look and feel to the recently deployed IRIS. The project duration is expected to take two to three years of programming, development, and testing.

Project Status: The project will continue through FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$25,000	\$1,250,000				\$1,275,000

Impact on Operating Budget: Typically, annual maintenance, licensing, and user fees are approximately 20-25% of the total system purchase price. However, as the IFP replacement system will be developed with in-house resources augmented by 3rd party professional services, and will use COTS Microsoft technology, the annual maintenance, license, and user fees will be substantially less and are projected to be approximately \$50,000 starting in FY 2022/23.

EMERGENCY MEDICAL SYSTEMS (EMS) ENTERPRISE SYSTEM

Project Priority: A

Project Org: P353

Project Type: Application Replacement

Project Management: IT – Systems Development & Support

Project Description: This project is to replace and automate the OCFA's outdated and complicated Emergency Medical Systems (EMS) workflows consisting of Microsoft Excel spreadsheets, SharePoint (OCFA – Intranet) InfoPath forms, and manual processes utilized to manage EMS activities. Staff desires deploying a modern enterprise-class computer solution that combines mobile web-compatible applications with a design emphasizing modern user interface and experience elements. The desired solution should be built with commercial off-the-shelf (COTS) Microsoft technology (Windows, .NET, SQL, etc.).

The new EMS enterprise-class computer system will manage all OCFA EMS activities including: track OCFA patient data, OCFA personnel immunizations, training and certifications records; manage the inventory of OCFA controlled medications; manage EMS equipment; ensure compliance with all applicable State and Federal EMS reporting and data exchange requirements including California Health Information Exchange.

Staff estimates the project will take two to three years to complete and consist of several phases including:

- 1) Utilize 3rd party subject matter experts to complete a needs analysis of the OCFA's EMS technology requirements.
- 2) Develop a Request for Proposal (RFP) for a formal solicitation of existing COTS EMS enterprise computer system technology that will meet the needs of the OCFA EMS section.
- 3) Determine if the OCFA is better served by deploying a custom, in-house developed EMS enterprise system utilizing standard Microsoft operating system, database, and programming.
- 4) Develop and implement the new EMS enterprise system.

Project Status: The project will continue through FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,250,000	\$1,250,000				\$2,500,000

Impact on Operating Budget: Application Maintenance/License Costs cannot be determined at this time but are expected to have an impact on the operating budget in FY 2022/23 after complete implementation of the project.

THEHIVE CLOUD UPGRADE

Project Priority: B

Project Org: P351

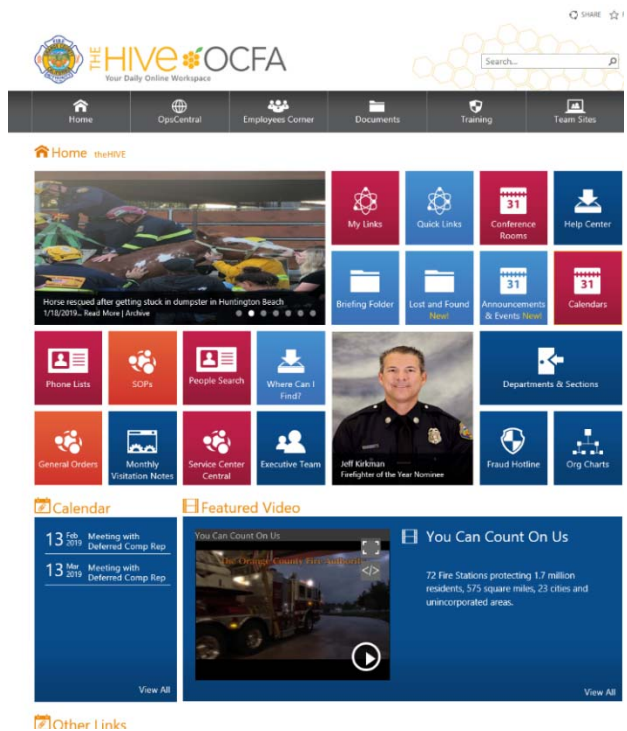
Project Type: Application Replacement

Project Management: IT – Systems Development & Support

Project Description: TheHIVE or the OCFA intranet, is a critical system/tool used by all OCFA departments and was last upgraded in 2015. It is highly integrated with many OCFA systems providing important data storage, reports and workflows.

TheHIVE utilizes Microsoft SharePoint technology and is hosted on-premises at the RFOTC. This project includes redesigning and upgrading the user interface and user experience (UI/UX) utilizing best practice design elements, and potentially hosting TheHIVE in the Cloud.

Primary goals of the project include improving usability, search accuracy, integrating with other OCFA systems, improving redundancy, and zero downtime. Due to the OCFA's intranet integration with many OCFA systems, this project is expected to be complex and time-consuming.



Project Status: Due to preexisting IT systems development projects anticipated to be active through FY 2023/24, update of TheHIVE is anticipated to start in 2024.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:				\$500,000	\$500,000	\$1,000,000

Impact on Operating Budget: Application maintenance and license costs are largely included in the OCFA's existing Microsoft Enterprise Agreement (EA). Any increase in the Microsoft EA will be included in the Information Technology operating budget.

PROPERTY MANAGEMENT APPLICATION

Project Priority: A

Org Number: TBD

Project Type: Computer Application Purchase and Implementation

Project Management: IT – Communications & Workplace Support

Project Description: This project is for the purchase and implementation of an application for use by the Property Management Department. The expectation is to purchase a corporate software package specifically developed for use by Property Management with modules for work order processing and management, preventative/recurring maintenance management and scheduling, budgeting, vendor management and procurement, as well as fixed asset and equipment management or integration with OCFA's existing implementation of AssetWorks.

The project objective is to develop and sustain a highly strategic approach to managing OCFA's numerous facilities and equipment, including fire station buildings, HVAC systems, emergency power generators, and major appliances. This will include optimized procurement of contract services and replacement equipment, and improved accuracy of both the Property Management annual operating budget and five-year capital improvement plan.

The project budget includes software licensing, implementation consulting services, and training. Initial work on the project will begin in FY 2021/22, and include development of a request for vendor qualifications, review and analysis of proposals, followed by purchase of the application in FY 2022/23.

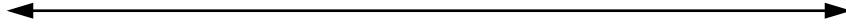
Project Status: The project will start in FY 2021/22 and continue through FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$350,000				\$350,000

Impact on Operating Budget: Annual software support fees estimated at \$25,000, based on 20% of initial software licensing.

Fund 133

Fire Apparatus



This fund is a capital projects fund used for the planned acquisition, improvement, or replacement of fire apparatus, including vehicles, trailers, and helicopters. Funding sources for this fund include operating transfers from the General Fund, contributions from cash contract member cities, and proceeds from lease purchase agreements.



**ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
EMERGENCY VEHICLES								
Air Utility								
5415	Air Utility Vehicle	Operations	527,878	-	-	-	-	527,878
Battalion Chief Command								
2185	BC Command Vehicle	Operations	107,675	-	-	-	-	107,675
2186	BC Command Vehicle	Operations	107,675	-	-	-	-	107,675
2187	BC Command Vehicle	Operations	107,675	-	-	-	-	107,675
2188	BC Command Vehicle	Operations	-	110,905	-	-	-	110,905
2189	BC Command Vehicle	Operations	-	110,905	-	-	-	110,905
2190	BC Command Vehicle	Operations	-	110,905	-	-	-	110,905
2191	BC Command Vehicle	FS#32	-	-	116,450	-	-	116,450
2192	BC Command Vehicle	FS#21	-	-	116,450	-	-	116,450
2193	BC Command Vehicle	FS#22	-	-	116,450	-	-	116,450
2194	BC Command Vehicle	FS#20	-	-	116,450	-	-	116,450
Battalion Utility								
3645	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3646	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3647	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3648	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3649	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3650	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3651	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3652	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3653	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3654	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3655	Battalion Utility	Operations	-	-	-	-	88,105	88,105
3659	Battalion Utility	Operations	-	-	-	-	88,105	88,105
Compressed Air Foam System Patrol Vehicle - Type 6								
3687	CAFS-Patrol Veh.-Type 6	Operations	-	150,000	-	-	-	150,000
3689	CAFS-Patrol Veh.-Type 6	Operations	-	150,000	-	-	-	150,000
3796	CAFS-Patrol Veh.-Type 6	Operations	-	150,000	-	-	-	150,000
3685	CAFS-Patrol Veh.-Type 6	Ops - FS11	-	150,000	-	-	-	150,000
3686	CAFS-Patrol Veh.-Type 6	Ops - FS7	-	150,000	-	-	-	150,000
3688	CAFS-Patrol Veh.-Type 6	Ops - FS10	145,630	-	-	-	-	145,630
3795	CAFS-Patrol Veh.-Type 6	Ops - FS18	-	-	-	159,135	-	159,135
3797	CAFS-Patrol Veh.-Type 6	Ops - FS14	-	-	-	159,135	-	159,135
3799	CAFS-Patrol Veh.-Type 6	Ops - FS57	-	-	-	159,135	-	159,135
3683	CAFS-Patrol Veh.-Type 6	Ops - FS15	-	-	-	159,135	-	159,135
3690	CAFS-Patrol Veh.-Type 6	Operations	-	-	-	159,135	-	159,135
3798	CAFS-Patrol Veh.-Type 6	Operations	-	-	-	159,135	-	159,135
3684	CAFS-Patrol Veh.-Type 6	Operations	-	-	-	159,135	-	159,135
Dozer Tender								
3033	Dozer Tender	Operations	150,000	-	-	-	-	150,000
3034	Dozer Tender	Operations	150,000	-	-	-	-	150,000

FY 2021/22 - FY 2025/26 Capital Improvement Plan Budget

**ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
Dozer Transport Trailer								
New	Dozer Transport Trailer	Operations	170,000	-	-	-	-	170,000
Engine - Type I								
5222	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5241	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5216	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5159	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5154	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5215	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5218	Engine - Type I	FS 9	-	-	813,240	-	-	813,240
5225	Engine - Type I	FS 64	-	-	813,240	-	-	813,240
5200	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5211	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5155	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5219	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5151	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5153	Engine - Type I	Operations	-	774,514	-	-	-	774,514
5263	Engine - Type I	FS 83	-	774,514	-	-	-	774,514
5264	Engine - Type I	FS 84	-	774,514	-	-	-	774,514
5267	Engine - Type I	FS 80	-	774,514	-	-	-	774,514
5226	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5242	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5243	Engine - Type I	Operations	-	-	813,240	-	-	813,240
5180	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5182	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5181	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5162	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5163	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5164	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5165	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5166	Engine - Type I	Operations	-	-	-	853,902	-	853,902
5183	Engine - Type I	Operations	-	-	-	853,902	-	853,902
NEW	Engine - Type I	Operations	-	-	-	853,902	-	853,902
TBD	Engine - Type I	Operations	-	-	-	-	-	-
TBD	Engine - Type I	Operations	-	-	-	-	896,600	896,600
TBD	Engine - Type I	Operations	-	-	-	-	896,600	896,600
TBD	Engine - Type I	Operations	-	-	-	-	896,600	896,600
TBD	Engine - Type I	FS 12	-	-	-	-	896,600	896,600
Engine - Type III								
5140	Engine - Type III	Operations	-	-	-	-	796,400	796,400
5141	Engine - Type III	Operations	-	-	-	-	796,400	796,400
5144	Engine - Type III	Operations	-	-	-	-	796,400	796,400
5147	Engine - Type III	Operations	-	-	-	-	796,400	796,400
5149	Engine - Type III	Operations	-	-	-	-	796,400	796,400
NEW	Engine - Type III	Operations	655,200	-	-	-	-	655,200
NEW	Engine - Type III	Operations	655,200	-	-	-	-	655,200

Fund 133 Fire Apparatus

**ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
Full-Size 4-Door Exec Mgmt.								
2350	Full-Size 4-Door 4x4	Operations	-	72,450	-	-	-	72,450
2353	Full-Size 4-Door 4x4	Operations	70,000	-	-	-	-	70,000
2354	Full-Size 4-Door 4x4	Operations	-	72,450	-	-	-	72,450
2351	Full-Size 4-Door 4x4	Operations	-	-	74,990	-	-	74,990
2352	Full-Size 4-Door 4x4	Operations	70,000	-	-	-	-	70,000
2355	Full-Size 4-Door 4x4	Operations	-	-	74,990	-	-	74,990
2357	Full-Size 4-Door 4x4	Operations	70,000	-	-	-	-	70,000
2356	Full-Size 4-Door 4x4	Operations	-	-	-	-	80,330	80,330
Investigator Truck								
3028	Pickup Utility 3/4 Ton	Operations	-	-	-	-	87,000	87,000
3656	Pickup Utility 3/4 Ton	Operations	-	-	-	-	87,000	87,000
3665	Pickup Utility 3/4 Ton	Operations	-	-	-	-	87,000	87,000
3666	Pickup Utility 3/4 Ton	Operations	-	-	-	-	87,000	87,000
3667	Pickup Utility 3/4 Ton	Operations	-	-	-	-	87,000	87,000
Paramedic Squad								
3662	Paramedic Squad	Operations	-	208,667	-	-	-	208,667
3664	Paramedic Squad	Operations	-	208,667	-	-	-	208,667
3661	Paramedic Squad	Operations	-	-	214,927	-	-	214,927
3663	Paramedic Squad	Operations	-	-	214,927	-	-	214,927
3660	Paramedic Squad	Operations	-	-	214,927	-	-	214,927
Pick-Up Utility 3/4 Ton								
New	Pickup Utility 3/4 Ton	Pool	57,750	-	-	-	-	57,750
New	Pickup Utility 3/4 Ton	Station 15	72,000	-	-	-	-	72,000
New	Pickup Utility 3/4 Ton	Station 16	72,000	-	-	-	-	72,000
New	Pickup Utility 3/4 Ton	Station 48	72,000	-	-	-	-	72,000
3339	Pickup Utility 3/4 Ton	Investigations	-	75,000	-	-	-	75,000
3677	Pickup Utility 3/4 Ton	Station 81	-	55,000	-	-	-	55,000
3041	Pickup Utility 3/4 Ton	Crews/Eq	-	80,000	-	-	-	80,000
3043	Pickup Utility 3/4 Ton	Crews/Eq	-	80,000	-	-	-	80,000
New	Pickup Utility 3/4 Ton	Pool	-	60,500	-	-	-	60,500
New	Pickup Utility 3/4 Ton	Pool	-	60,500	-	-	-	60,500
3676	Pickup Utility 3/4 Ton	Station 81	-	-	-	60,000	-	60,000
New	Pickup Utility 3/4 Ton	Air Ops	65,000	-	-	-	-	65,000
Pick-Up Utility 1 Ton 4X4								
NEW	Pick-Up Utility 1 Ton 4X4	Crews/Eq	75,000	-	-	-	-	75,000
Squad								
3805	Squad	Air Ops	-	-	116,000	-	-	116,000

FY 2021/22 - FY 2025/26 Capital Improvement Plan Budget

ORANGE COUNTY FIRE AUTHORITY FUND 133 - FIRE APPARATUS *LIST OF VEHICLES TO BE REPLACED*

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
SUV Full Size 4x4								
2320	SUV Full Size 4x4	ECC	-	66,000	-	-	-	66,000
2321	SUV Full Size 4x4	FS 61	-	66,000	-	-	-	66,000
2322	SUV Full Size 4x4	Ops Supp	-	66,000	-	-	-	66,000
2323	SUV Full Size 4x4	FS 74	-	66,000	-	-	-	66,000
2324	SUV Full Size 4x4	FS 58	-	66,000	-	-	-	66,000
2325	SUV Full Size 4x4	ECC	-	66,000	-	-	-	66,000
2327	SUV Full Size 4x4	FS 6	-	66,000	-	-	-	66,000
2328	SUV Full Size 4x4	Ops Training	-	66,000	-	-	-	66,000
2329	SUV Full Size 4x4	FS 64	-	66,000	-	-	-	66,000
2330	SUV Full Size 4x4	ECC	-	66,000	-	-	-	66,000
2331	SUV Full Size 4x4	FS 37	-	66,000	-	-	-	66,000
2332	SUV Full Size 4x4	Ops Training	-	66,000	-	-	-	66,000
Swift Water Vehicle								
3800	Swift Water Vehicle	Operations	84,000	-	-	-	-	84,000
3803	Swift Water Vehicle	Operations	84,000	-	-	-	-	84,000
3806	Swift Water Vehicle	Operations	84,000	-	-	-	-	84,000
USAR Apparatus Truck Support Vehicle								
NEW	Pickup Utility Heavy Duty	USAR	125,000	-	-	-	-	125,000
NEW	Pickup Utility Heavy Duty	USAR	125,000	-	-	-	-	125,000
NEW	Pickup Utility Heavy Duty	USAR	125,000	-	-	-	-	125,000
Total Emergency Vehicles			4,027,683	11,367,603	8,695,721	9,712,965	9,140,990	42,944,962
DEVELOPER FUNDED VEHICLES								
Engine - Type I								
Station 52	Engine - Type I	Operations	-	-	-	-	1,000,080	1,000,080
Total Developer Funded Vehicles			-	-	-	-	1,000,080	1,000,080
SUPPORT VEHICLES								
Floor Scrubber								
FFS1	Floor Scrubber	Air Ops	-	5,000	-	-	-	5,000
Forklift								
FFL7	Forklift	Comm Svcs	-	8,820	-	-	-	8,820
FFL1	Forklift	Support	-	-	9,300	-	-	9,300
FFL2	Forklift	Air Ops	-	-	9,300	-	-	9,300
FFL5	Forklift	Crews/Eq	-	-	9,300	-	-	9,300
9625	Forklift	US&R	-	-	9,300	-	-	9,300
XXX	Forklift	EMS (Warehous	10,000	-	-	-	-	10,000
NEW	WAVE Forklift	US&R	20,000	-	-	-	-	20,000
NEW	WAVE Forklift	US&R	20,000	-	-	-	-	20,000
Fuel Tender								
5412	Fuel Tender	Air Ops	500,000	-	-	-	-	500,000

**ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
Mid-Size 4-Door								
New	Mid-Size 4-Door	Pool	42,000	-	-	-	-	42,000
New	Mid-Size 4-Door	Pool	42,000	-	-	-	-	42,000
Mid-Size Pickup - 1/2 Ton								
2160	Mid-Size Pickup - 1/2 Ton	Fire Prevention	40,000	-	-	-	-	40,000
2175	Mid-Size Pickup - 1/2 Ton	CRR	-	40,162	-	-	-	40,162
2176	Mid-Size Pickup - 1/2 Ton	CRR	-	40,162	-	-	-	40,162
3118	Mid-Size Pickup - 1/2 Ton	CRR	-	40,162	-	-	-	40,162
3225	Mid-Size Pickup - 1/2 Ton	Fire Prevention	40,000	-	-	-	-	40,000
NEW	Mid-Size Pickup - 1/2 Ton	Admin Captains	44,000	-	-	-	-	44,000
NEW	Mid-Size Pickup - 1/2 Ton	Admin Captains	44,000	-	-	-	-	44,000
NEW	Mid-Size Pickup - 1/2 Ton	Admin Captains	44,000	-	-	-	-	44,000
NEW	Mid-Size Pickup - 1/2 Ton	Admin Captains	44,000	-	-	-	-	44,000
NEW	Mid-Size Pickup - 1/2 Ton	Admin Captains	44,000	-	-	-	-	44,000
NEW	Mid-Size Pickup - 1/2 Ton	Pool	-	40,000	-	-	-	40,000
NEW	Mid-Size Pickup - 1/2 Ton	Pool	-	40,000	-	-	-	40,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	50,000	-	-	-	-	50,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	55,000	-	-	-	-	55,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	55,000	-	-	-	-	55,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	55,000	-	-	-	-	55,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	55,000	-	-	-	-	55,000
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	-	56,650	-	-	-	56,650
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	-	56,650	-	-	-	56,650
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	-	56,650	-	-	-	56,650
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	-	56,650	-	-	-	56,650
NEW	Mid-Size Pickup - 1/2 Ton	Training Cadre	-	56,650	-	-	-	56,650
3117	Mid-Size Pickup - 1/2 Ton	CRR	-	40,159	-	-	-	40,159
3119	Mid-Size Pickup - 1/2 Ton	CRR	-	40,159	-	-	-	40,159
3112	Mid-Size Pickup - 1/2 Ton	CRR	-	40,159	-	-	-	40,159
New	Mid-Size Pickup - 1/2 Ton	Training (GG)	-	40,159	-	-	-	40,159
3114	Mid-Size Pickup - 1/2 Ton	CRR	-	-	41,372	-	-	41,372
2305	Mid-Size Pickup - 1/2 Ton	Prev-Field Svcs	-	-	44,000	-	-	44,000
2306	Mid-Size Pickup - 1/2 Ton	CRR-P&D	-	-	44,000	-	-	44,000
2307	Mid-Size Pickup - 1/2 Ton	Comm Wildfire	-	-	44,000	-	-	44,000
2308	Mid-Size Pickup - 1/2 Ton	Prev-Field Svcs	-	-	44,000	-	-	44,000
2309	Mid-Size Pickup - 1/2 Ton	CRR-P&D	-	-	44,000	-	-	44,000
2310	Mid-Size Pickup - 1/2 Ton	Prev-Field Svcs	-	-	44,000	-	-	44,000
2311	Mid-Size Pickup - 1/2 Ton	Prev-Field Svcs	-	-	44,000	-	-	44,000
2312	Mid-Size Pickup - 1/2 Ton	CRR-P&D	-	-	44,000	-	-	44,000
2313	Mid-Size Pickup - 1/2 Ton	CRR-P&D	-	-	44,000	-	-	44,000
2314	Mid-Size Pickup - 1/2 Ton	Prev-Field Svcs	-	-	44,000	-	-	44,000
2315	Mid-Size Pickup - 1/2 Ton	CRR-P&D	-	-	44,000	-	-	44,000
3124	Mid-Size Pickup - 1/2 Ton	FS 74	-	-	44,000	-	-	44,000
3125	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3126	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3127	Mid-Size Pickup - 1/2 Ton	FS 61	-	-	44,000	-	-	44,000
3128	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3129	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000

FY 2021/22 - FY 2025/26 Capital Improvement Plan Budget

ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
3130	Mid-Size Pickup - 1/2 Ton	FS 6	-	-	44,000	-	-	44,000
3131	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3132	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3133	Mid-Size Pickup - 1/2 Ton	EMS	-	-	44,000	-	-	44,000
3134	Mid-Size Pickup - 1/2 Ton	FS 64	-	-	44,000	-	-	44,000
3135	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3136	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3137	Mid-Size Pickup - 1/2 Ton	FS 58	-	-	44,000	-	-	44,000
3138	Mid-Size Pickup - 1/2 Ton	ECC	-	-	44,000	-	-	44,000
3139	Mid-Size Pickup - 1/2 Ton	FS 57	-	-	44,000	-	-	44,000
3140	Mid-Size Pickup - 1/2 Ton	EMS	-	-	44,000	-	-	44,000
3141	Mid-Size Pickup - 1/2 Ton	Ops Training	-	-	44,000	-	-	44,000
3142	Mid-Size Pickup - 1/2 Ton	Ops Support	-	-	44,000	-	-	44,000
3143	Mid-Size Pickup - 1/2 Ton	Pre-Fire Mgt	-	-	44,000	-	-	44,000
3468	Mid-Size Pickup - 1/2 Ton	Fleet Svcs	-	-	44,000	-	-	44,000
Pickup Crew Cab - 1/2 Ton								
New	Pickup Crew Cab - 1/2 Ton	Pool	40,000	-	-	-	-	40,000
New	Pickup Crew Cab - 1/2 Ton	Pool	-	42,000	-	-	-	42,000
New	Pickup Crew Cab - 1/2 Ton	Pool	-	42,000	-	-	-	42,000
Pickup Crew Cab - 3/4 Ton								
3203	Pickup Crew Cab - 3/4 Ton	Training	55,000	-	-	-	-	55,000
2210	Pickup Utility 3/4 Ton	IT	-	-	-	-	40,000	40,000
3668	Pickup Utility 3/4 Ton	COMM	-	-	-	-	40,000	40,000
3469	Pickup Utility 3/4 Ton	Fleet	-	-	-	-	40,000	40,000
3470	Pickup Utility 3/4 Ton	Fleet	-	-	-	-	40,000	40,000
3657	Pickup Utility 3/4 Ton	Service Center	-	-	-	-	45,000	45,000
3658	Pickup Utility 3/4 Ton	Service Center	-	-	-	-	45,000	45,000
Mule								
NEW	UTV w/Trailers	Ops Training	30,000	-	-	-	-	30,000
NEW	UTV w/Trailers	Logistics	20,000	-	-	-	-	20,000
NEW	UTV w/Trailers	Logistics	15,000	-	-	-	-	15,000
NEW	UTV w/Trailers	Logistics	15,000	-	-	-	-	15,000
Pickup - Stake Bed								
NEW	Stake Bed - 1 Ton	Srv Center	90,000	-	-	-	-	90,000
NEW	Stake Bed - 1 Ton	Srv Center	90,000	-	-	-	-	90,000
Service Truck - Light								
3047	Service Truck - Light	Fleet Svcs	-	-	170,000	-	-	170,000
3048	Service Truck - Light	Fleet Svcs	-	-	170,000	-	-	170,000

Fund 133 Fire Apparatus

**ORANGE COUNTY FIRE AUTHORITY
FUND 133 - FIRE APPARATUS
LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Dept/Section Assigned to:	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	5-Year Total
SUV Full-Size 4X4								
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
New	SUV Full-Size 4x4	Pool	60,000	-	-	-	-	60,000
3143	SUV Full-Size 4x4	Pre-Fire Manage	63,000	-	-	-	-	63,000
SUV Mid-Size 4x4								
2159	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2162	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2163	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2164	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2165	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2166	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2167	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2168	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2169	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
2170	SUV Mid-Size 4x4	Operations Pool	50,000	-	-	-	-	50,000
Step Van								
4001	Step Van	Service Ctr.	60,000	-	-	-	-	60,000
4003	Step Van	Service Ctr.	60,000	-	-	-	-	60,000
New	Step Van	Pool	42,000	-	-	-	-	42,000
Van-Transit								
4103	Transit Connect	Plan Dev	-	-	-	-	34,778	34,778
4328	Transit Connect	EMS	-	-	-	-	34,778	34,778
4329	Transit Connect	EMS	-	-	-	-	34,778	34,778
4330	Transit Connect	EMS	-	-	-	-	34,778	34,778
4331	Transit Connect	EMS	-	-	-	-	34,778	34,778
4332	Transit Connect	EMS	-	-	-	-	34,778	34,778
4333	Transit Connect	EMS	-	-	-	-	34,778	34,778
4334	Transit Connect	EMS	-	-	-	-	34,778	34,778
Heavy Service Truck Conversion								
New	Conversion	Fleet Services	100,000	-	-	-	-	100,000
Total Support Vehicles			3,104,000	742,192	1,826,572	-	528,224	6,200,988
TOTAL VEHICLES			7,131,683	12,109,795	10,522,293	9,712,965	10,669,294	50,146,030

AIR UTILITY

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The air utility vehicle brings to the fire scene a cache of self-contained breathing apparatus, air cylinders and provides on-scene lighting. This apparatus has a built-in compressor that can fill the self-contained breathing apparatus cylinders at the emergency scene. This project is for the replacement of one air utility vehicle with one new air utility vehicle in FY 2021/22.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for air utility vehicles are 15 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$527,878					\$527,878

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

BATTALION CHIEF COMMAND

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: Each battalion is assigned a command vehicle. Approximately forty percent of the vehicle cost is for equipment which includes cell phones, Mobile Data Computers (MDCs), and a slide-out working station to manage any large incident. This project is for the replacement of ten command vehicles: three in FY 2021/22, three in FY 2022/23 and four in FY 2023/24.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for Battalion Chief command vehicles are five years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status:

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$323,025	\$332,715	\$465,800			\$1,121,540

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

BATTALION UTILITY

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: Each battalion is assigned a utility vehicle. Approximately forty percent of the vehicle cost is for equipment which includes cell phones, Mobile Data Computers (MDCs), and a slide-out working station to manage any large incident. This project is for the replacement of twelve command vehicles in FY 2025/26.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for battalion utility vehicles are five years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status:

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$1,057,260	\$1,057,260

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

COMPRESSED AIR FOAM SYSTEM (CAFS) PATROL VEHICLE – TYPE 6

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The CAFS unit carries hose, water and a skid mounted pump. The system injects air into making a very rich foam allowing the crews to pretreat buildings and vegetation in the line of fire. This unit also has the ability to pump and roll. The CAFS unit is primarily for urban interface firefighting and rescue operations. These units are smaller by design to maneuver on truck trails and rural areas.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for CAFS units are 20 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2022/23, FY 2023/24 and FY 2024/25.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$145,630	\$750,000		\$1,113,945		\$2,009,575

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

DOZER TENDER

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The superintendent vehicles have a multitude of uses for Crews and Equipment. The primary use is to support and supervise the hand crews with fire line construction and brush clearing operations. These units are also sent out of the county to support the section on large campaign fires.

Replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service trucks are 10 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$300,000					\$300,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.



DOZER TRANSPORT TRAILER

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services

Project Description: The dozer transport trailer is designed for hauling heavy equipment, specifically bull dozers. This project is for the addition of a dozer transport trailer to the fleet in FY 2021/22.



Vehicle replacement evaluation is based on the following criteria:

- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age target for dozer transport trailers is 20 years. The projection for the replacement of this vehicle is based on age.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$170,000					\$170,000

Impact on Operating Budget: The addition of a dozer transport trailer to the vehicle fleet is considered a significant, non-recurring expenditure, which will increase annual service and maintenance costs in the operating budget by approximately \$500 per year during the 3-year warranty period. After the warranty period, the annual service and maintenance costs are expected to increase to approximately \$1,900 per year. The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

ENGINE – TYPE I

Project Priority: A

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The Type I engine carries hose, water, and a pump used primarily for structure fires. Most fire stations contain one or more of these units.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for Type I engines are 13 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur annually.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$8,519,654	\$7,319,160	\$8,539,020	\$3,586,400	\$27,964,234

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

ENGINE – TYPE III

Project Priority: A

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The Type III engine carries hose, water and a skid mounted pump giving the apparatus the capability to pump while driving. The unit's primary objective is for off-road wildland firefighting and rescue operations. These engines are smaller by design to maneuver on truck trails and rural areas.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for Type III engines are 20 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2021/22 and 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$1,310,400				\$3,982,000	\$5,292,400

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget. The annual maintenance cost for each of these vehicles will be \$4,000 annually.

FULL-SIZE 4-DOOR EXECUTIVE MANAGEMENT

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The full-size 4-door vehicles are used by all Executive Management, the Fire Chief and Assistant Chiefs. These vehicles are frequently used in Command situations on large scale events.

Future vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for full-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a replacement is made, and may be deferred if warranted.

Project Status: Purchases to occur in multiple fiscal years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$210,000	\$144,900	\$149,980		\$80,330	\$585,210

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

PICKUP UTILITY – ¾ TON VEHICLES

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The pickup utility – ¾ ton unmarked units are used by investigations staff for the daily operations in investigations and for undercover operations when needed.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for pickup utility – ¾ ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$435,000	\$435,000

Impact on Operating Budget: The addition of a vehicle will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

PARAMEDIC SQUAD

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: This unit carries a full complement of advanced life support (ALS) paramedic equipment. This project is for the replacement of five paramedic squads, two scheduled to be purchased in FY 2022/23, and three in FY 2023/24.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for paramedic squads are five years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2022/23 and FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$417,334	\$644,781			\$1,062,115

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

PICKUP UTILITY – ¾ TON VEHICLES

Project Priority: A

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The pickup utility – ¾ ton units are used by Emergency Operations as support vehicles.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for pickup utility – ¾ ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in various years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$338,750	\$411,000		\$60,000		\$809,750

Impact on Operating Budget: The addition of a vehicle will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

PICK-UP UTILITY 1 TON

Project Priority: B

Project Type: Vehicle Addition

Project Management: Fleet Services

Project Description: The Crews vehicles have a multitude of uses for emergency support. Their primary function is for support of the hand crews with fire line construction and brush clearing operations. These units are also sent out of the county to support their designated section(s) on large campaign fires.



Replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service trucks are 10 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$75,000					\$75,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget. The annual estimated maintenance cost will be 4,000 per year.

SQUAD

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The Squad vehicles have a regular standard utility body placed on a crew cab chassis. Squad vehicles help operations with rehab.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for paramedic squads are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$116,000			\$116,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

SUV FULL-SIZE 4X4

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The full-size 4-door vehicle is used by for fire station support and various operations support.

Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for full-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a replacement is made, and may be deferred if warranted.

Project Status: Purchase to occur in FY 2022/23.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$792,000				\$792,000

Impact on Operating Budget: The addition of this vehicle to the fleet will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit.



SWIFT WATER VEHICLE

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The Swift Water Vehicle is used is to support Swift water rescues throughout the county.

Replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service trucks are 10 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$252,000					\$252,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.



USAR APPARATUS TRUCK SUPPORT VEHICLE

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services Manager

Project Description: These heavy-duty rated vehicles will be used to support the USAR Truck Apparatus.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for pickup utility – $\frac{3}{4}$ ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$375,000					\$375,000

Impact on Operating Budget: The addition of these vehicles will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit.

ENGINE-TYPE 1 (DEVELOPER FUNDED)

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services

Project Description: The Type 1 engine carries hose, water, and a pump used primarily for structure fires. Most fire stations contain one or more of these units. This apparatus is the same as our replacement Type I engines; however, this apparatus is funded by a local developer including hose and other equipment. This project is for the purchase of one Type 1 engines for Fire Station 52 (Irvine Business District).



Project Status: Purchase to occur in FY 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$1,000,080	\$1,000,080

Impact on Operating Budget: The addition of a Type 1 engine to the vehicle fleet is considered a significant, non-recurring expenditure, which will increase annual service and maintenance costs in the operating budget by approximately \$3,500 per year during the five-year warranty period. After the warranty period, the annual service and maintenance costs are expected to increase to approximately \$7,000 per year.

FLOOR SCRUBBER

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The floor scrubber is used to keep the hangar at the Fullerton airport clean.

The current scrubber is 22 years old.

Project Status: Purchase to occur in FY 2022/23.



Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:		\$5,000				\$5,000

Impact on Operating Budget: The replacement of an older unit reduces downtime and maintenance costs in the operating budget.

FORKLIFT

Project Priority: B

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The forklifts currently in the OCFA fleet get used for support in Service Center, Fleet, Crews and Equipment, Air Operations, and Communication Services.

All the current fleet forklifts (six) need replacement due to age. Two additional units are needed to support warehouse facilities, which will prevent the need for long term rentals.



Future replacement evaluation is based on the following criteria:

- Actual hours of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age target for a forklift is 10 years. However, the service and repair costs will be reviewed before a replacement is made, and may be deferred if warranted.

Project Status: Purchase to occur in various years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$50,000	\$8,820	\$37,200			\$96,020

Impact on Operating Budget: The replacement of older units reduces downtime and maintenance costs in the operating budget.

FUEL TENDER

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The fuel tender carries five hundred gallons of gasoline and five hundred gallons of diesel fuel. This unit is used for emergency and remote fueling for both gasoline and diesel fuel aircraft, vehicles and apparatus. This replacement fuel tender will be used in air operations.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service truck – heavy vehicles are 18 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$500,000					\$500,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

MID-SIZE 4-DOOR

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services

Project Description: The mid-size sedan 4-door vehicles are used by management and supervisory staff in a variety of support staff positions that need the versatility of a 4-door vehicle to complete their specific assignments and support the operations of their specific sections. This project is for the addition of two pool vehicles in FY 2021/22.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$84,000					\$84,000

Impact on Operating Budget: This is a new addition to the fleet and will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$1,300 per unit.

MID-SIZE PICKUP-1/2 TON VEHICLES

Project Priority: B

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: These vehicles are primarily used by staff in Fire Prevention, Property Management, and Community Education to conduct off-site inspections and education programs.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size pickup–1/2 ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in various years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$870,000	\$644,372	\$1,449,372			\$2,963,744

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget. The annual maintenance cost will be \$1,000 per new vehicle.

PICKUP CREW CAB 1/2 TON

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services

Project Description: The 4-door vehicles are used by management and supervisory staff in a variety of support staff positions that need the versatility of a 4-door vehicle to complete their specific assignments and support the operations of their specific sections.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for these 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in various years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$40,000	\$84,000				\$124,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit.

PICKUP UTILITY – ¾ TON VEHICLES

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The pickup utility - ¾ ton used in Fleet, Service Center, and IT/ Communications staff for support, as well as the Training program



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for pickup utility – ¾ ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in multiple years.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$55,000				\$250,000	\$305,000

Impact on Operating Budget: The addition of a vehicle will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

MULE

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description:

This support vehicle is utilized in US&R and training to support CADRE operations. The recommended replacement is due to age and life cycle of these vehicles.

Future replacement evaluation is based on the following criteria:

- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age target for compact track loaders is 20 years. However, the service and repair costs will be reviewed before a replacement is made, and may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$80,000					\$80,000

Impact on Operating Budget: The replacement of these vehicles will reduce maintenance cost. The annual maintenance cost will be approximately \$1,000.

STAKE BED – 1 TON VEHICLES

Project Priority: A

Project Type: Vehicle Addition

Project Management: Fleet Services Manager

Project Description: The two stake bed trucks will be used by Service Center for ground support.

Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for stake bed trucks are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$180,000					\$180,000

Impact on Operating Budget: The addition of the two stake bed vehicles will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$2,000 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

SERVICE TRUCK - LIGHT VEHICLE

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: Service trucks – light vehicles are used for field service throughout the department for both heavy and light apparatus in the fleet for fleet services and communication services. These units are also sent out of county if technicians are requested on large campaign fires.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service truck - light vehicles are 10 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchase to occur in FY 2023/24.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:			\$340,000			\$340,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

SUV FULL-SIZE 4X4

Project Priority: A

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The full-size 4-door vehicle is used by for fire station support and various operations support. This project is to recommend the addition of three SUVs to be utilized in the pool fleet. All the older SUVs have either been surplused or are pending surplus due to age/miles.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for full-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a replacement is made, and may be deferred if warranted.

Project Status: Purchase to occur in FY 2021/22

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$483,000					\$483,000

Impact on Operating Budget: The addition of these vehicles to the fleet will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$1,300 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget

SUV MID-SIZE 4X4

Project Priority: A

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The mid-size 4-door vehicles are used by management and supervisory staff in a variety of support staff positions that need the versatility of a 4-door vehicle to complete their specific assignments and support the operations of their specific sections.

Vehicle replacement evaluation is based on the following criteria:



- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

Project Status: Purchases to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$500,000					\$500,000

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

STEP VAN

Project Priority: B

Project Type: Vehicle Replacement and Addition

Project Management: Fleet Services

Project Description: The full-size cargo vans will be used to replace existing fleet vehicles that have gone beyond life cycle. These are used for support services in IT and Communications. Also, based on a needs assessment, it is necessary to add more Step Vans to the existing fleet.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for these passenger vans are ten years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a replacement purchase is made, and may be deferred if warranted.

Project Status: Purchases to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$162,000					\$162,000

Impact on Operating Budget: The addition of a vehicle will increase maintenance costs in the operating budget. Once off warranty, the annual estimated maintenance cost will be \$1,400 per unit. The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

VAN - TRANSIT

Project Priority: B

Project Type: Vehicle Replacement

Project Management: Fleet Services

Project Description: The Transit connect cargo vans will be used to replace existing fleet vehicles that have gone beyond life cycle. These are used for support services in IT, Communications, and EMS.



Future replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for these transit vans are ten years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a replacement purchase is made, and may be deferred if warranted.

Project Status: Purchases to occur in FY 2025/26.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:					\$278,224	\$278,224

Impact on Operating Budget: The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

HEAVY SERVICE TRUCK CONVERSION

Project Priority: A

Project Type: Vehicle Conversion

Project Management: Fleet Services

Project Description: This project provides for the conversion of a straight truck previously purchased from US&R. This will allow for conversion of the former US&R vehicle to a heavy service truck needed in the Support group.

Project Status: Purchase to occur in FY 2021/22.

Fiscal Years:	2021/22	2022/23	2023/24	2024/25	2025/26	Total
Budget:	\$100,000					\$100,000

Impact on Operating Budget: The purchase and conversion of the US&R vehicle determined to be viable for repurposing as a heavy service truck support vehicle was a lower cost alternative to the standard procurement of a replacement fleet vehicle. The annual estimated maintenance cost is estimated at \$2,000.