



ORANGE COUNTY FIRE AUTHORITY

AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, September 23, 2021

5:30 P.M.

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road
Irvine, CA 92602

Dave Shawver, Chair

Michele Steggell, Vice Chair

Shelley Hasselbrink • Joe Muller • Donald P. Wagner • Noel Hatch
Gene Hernandez • Letitia Clark • John O'Neill

Ex Officio Member - Dennis Wilberg, Mission Viejo

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Executive Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040 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

The public is permitted to convene in person for this public meeting or view and comment 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 Committee. 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 Devin Chase

PLEDGE OF ALLEGIANCE by Director Hasselbrink

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

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 Committee Member or a member of the public requests separate action on a specific item.

A. [Minutes from the July 22, 2021, Regular Executive Committee Meeting](#)

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. [Monthly Investment Reports](#)

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

On September 8, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a 9-0 vote.

Recommended Action:
Receive and file the reports.

C. Fourth Quarter Financial Newsletter

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and Stuart Lam, Budget Manager/Treasury & Financial Planning

On September 8, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a 9-0 vote.

Recommended Action:
Receive and file the report.

D. Annual Investment Report

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and James Slobojan, Assistant Treasurer//Treasury & Financial Planning

On September 8, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a 9-0 vote.

Recommended Action:
Receive and file the report.

E. Award of RFP# RO2450a EMS Computer System Consulting Services

Submitted by: Jim Ruane/Assistant Chief/Logistics and Joel Brodowski, IT Manager/Logistics Department

Recommended Action:
Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Think AI Consulting Corporation in an amount not to exceed \$139,916 for EMS computer system consulting services.

F. Blanket Order Contract Renewal for Vehicle Exhaust Extraction Systems

Submitted by Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

Recommended Action:
Approve and authorize the Purchasing Manager to renew the current contract with AEI for five additional one-year periods for an amount not to exceed \$200,000 annually (\$1,000,000 aggregate), provided that AEI remains the sole authorized dealer and service provider in Orange County specified by the manufacturer (Plymovent, Inc.) during the contract term.

G. [Award of RFP# RO2501: Plumbing Maintenance and Repair Services](#)

Submitted by Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute the proposed Maintenance Services Agreement with Pro-Craft Construction, Inc. for a one-year initial term plus four optional one-year renewals in an annual amount not to exceed \$250,000.
2. Approve and authorize the Purchasing Manager to execute the proposed Maintenance Services Agreements with Verne's Plumbing, Inc. for a one-year initial term plus four optional one-year renewals in an annual amount not to exceed \$75,000.
3. Approve and authorize the Purchasing Manager to execute the proposed Maintenance Services Agreements with Pacific Plumbing of Southern California for a one-year initial term plus four optional one-year renewals in an annual amount not to exceed \$75,000.

H. [Award of IFB JA2498 Purchase of Heavy Duty Passenger/Cargo Van](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Vince Carpino, Division Chief/Special Operations Department and Steve Dohman, Battalion Chief/Urban Search & Rescue Program Manager

Recommended Action:

Approve and authorize the Purchasing Manager to execute a Master Agreement with Walter's Auto Sales & Service, Inc. for the purchase of one Heavy Duty Passenger/Cargo Van in an amount not to exceed \$87,963.29.

I. [Contract Extension – Janitorial Services for the Regional Fire Operations and Training Center](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

Recommended Action:

1. Approve and authorize the Purchasing Manager to execute Amendment Number Two to the Master Agreement with Allied Universal Janitorial Services extending the term through July 31, 2022.
2. Approve and authorize the Purchasing Manager to renew and increase the existing Blanket Order contract to a total amount not to exceed \$303,746.25, inclusive of \$7,916.67 per month for additional COVID-19 related services.
3. Approve and authorize the Purchasing Manager to exercise the two remaining optional one-year renewals (Contract years Four and Five) for standard services.

J. [Ratify the Emerald Bay Fire Station 11 Reserve Firefighter Recruitment Campaign](#)

Submitted by Mike Contreras, Division Chief /Division 5 and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Ratify the Emerald Bay Fire Station 11 Reserve Firefighter Recruitment Campaign.

3. DISCUSSION CALENDAR

No items.

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, October 28, 2021, at 5:30 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, October 13, 2021, 12 noon
Thursday, October 28, 2021, 5:30 p.m.
Thursday, October 28, 2021, 6:00 p.m.