

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, January 15, 2015
6:00 P.M.

Regional Fire Operations and Training Center
Board Room
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Executive Committee was called to order on January 15, 2015, at 6:04 p.m. by Chair Murray.

INVOCATION

Chaplain Jeff Hetschel offered the invocation.

PLEDGE OF ALLEGIANCE

Director Lalloway led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Jerry McCloskey, Laguna Niguel
Al Murray, Tustin
David Shawver, Stanton
Todd Spitzer, County of Orange
Beth Swift, Buena Park

Absent: None

Also present were:

Fire Chief Jeff Bowman	Deputy Chief Craig Kinoshita
Assistant Chief Lori Zeller	Assistant Chief Lori Smith
Assistant Chief Brian Young	Assistant Chief Dave Thomas
Assistant Chief Mike Schroeder	General Counsel David Kendig
Communications Director Sandy Cooney	Clerk of the Authority Sherry Wentz
Human Resources Director Jeremy Hammond	

1. PRESENTATIONS

There were no items for Presentation.

PUBLIC COMMENTS (F: 12.02A3)

Chair Murray opened the Public Comments portion of the meeting. Chair Murray closed the Public Comments portion of the meeting without any comments.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 12.02A6)

Budget and Finance Committee Chair McCloskey reported at its January 14, 2015, meeting, the Committee voted unanimously to appoint Sam Allevato as Vice Chair and himself as Chair of the Committee, received the quarterly status update on the Orange County Employee's Retirement System, and approved the Internal Control Review of Capital Assets and Inventory Control. The Committee reviewed the Monthly Investment Reports and the proposed Updated Broker/Dealer List and voted unanimously to direct staff to place these items on the agenda for the Executive Committee meeting of January 15, 2015, with the recommendation that the Executive Committee receive and file the reports. The Committee reviewed the FY2014/15 Mid-Year Financial Report and the 2015 Grant Priorities and voted unanimously to direct staff to place these items on the agenda for the Board of Directors meeting of January 22, 2015, with the recommendation that the Board of Directors approve the recommended actions.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Human Resources Committee Chair Shawver indicated there was no meeting of the Human Resources Committee in the month of January.

FIRE CHIEF'S REPORT (F: 12.02A7)

Chief Bowman reported on the retirement event held for Assistant Chief Brian Stephens who retired after 35 years of service. He introduced Organizational Planning/Assistant Chief Brian Young and Support Services/Assistant Chief Mike Schroeder. He thanked the Clerk of the Authority for the new agenda format. He noted the implementation of a new protocol whenever he would be out of the office. He provided a brief update on his 120-day Action Plan, and stated it will roll into the 180-day plan.

2. MINUTES

A. Minutes from the November 20, 2014, Special Executive Committee Meeting (F: 12.02A2)

On motion of Director Spitzer and second by Director McCloskey, the Executive Committee voted unanimously to approve the Minutes from the November 20, 2014, Special Executive Committee meeting as submitted.

3. CONSENT CALENDAR

Consent Calendar Agenda Item Nos. 3B, 3D, 3G, 3H, 3I, 3N, and 3Q were pulled for separate consideration.

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to receive and file the reports.

B. Updated Broker/Dealer List (F: 11.10D4)

Director Spitzer pulled this item to request additional information regarding complaints for the proposed firms available through Financial Regulatory Authority (FINRA) reports.

Treasurer Patricia Jakubiak provided an overview of FINRA, which provides information on any disclosure event or arbitration cases where the brokerage firm was named as a respondent. She noted in her review of the FINRA reports for calendar year 2014, there were no recent disclosure events including criminal matters, regulatory actions, and/or civil judicial proceedings that would have a direct negative impact on the OCFA.

On motion of Director Spitzer and second by Vice Chair Hernandez, the Executive Committee voted unanimously to return the item to the Budget and Finance Committee for review and directed staff to provide additional summarized information on pending and prior complaint actions against the proposed firms for its consideration.

C. Blanket Order Contract Increase - External Collection Agency (F: 15.09F)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to increase the annual blanket order with Southwest Collection Services, Inc. from \$5,000 to \$7,000 annually.

D. Award of RFP #DC1925 - Fire Turnout Clothing (F: 19.12)

Director Spitzer pulled this item to request clarification regarding the contract term.

Purchasing Manager Debbie Casper stated the contract will be brought back to the Board of Directors for consideration if it exceeds three years.

On motion of Director Spitzer and second by Chair Murray, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to establish a three-year blanket order contract with Allstar Fire Equipment for a three year aggregate amount not to exceed \$1,200,000 (\$400,000 annually).

E. Purchase of Scott Air Cylinders Bid #RO1932 (F: 19.09D2)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to issue a purchase order to Allstar Fire Equipment, in the amount of \$102,698.28, in accordance with the pricing offered in bid #RO1932 for the purchase of 150 Scott 30-minute carbon air cylinders and valves.

F. Award of Bid #RO1976 - Fire Rescue Tools and Equipment (F: 19.09D)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to establish blanket order contracts (based on the results of bid #RO1976) as follows: Fire Ect. Inc. - \$175,000 and Fisher Scientific - \$50,000 for an aggregate amount not to exceed \$225,000 annually.
2. Authorize the Purchasing Manager to redistribute or adjust the \$225,000 between the two vendors as needed provided the aggregate amount doesn't exceed \$225,000 annually.
3. Authorize the Purchasing Manager to extend the blanket orders for two additional years with an annual aggregate amount not to exceed \$225,000.

G. Contract Extension and Increase Request - Audio Equipment Rental (F: 19.07B11)

Staff pulled this item to present a revision to the recommended action.

Assistant Chief Schroeder explained that staff was contacted by the vendor this afternoon with a proposal for OCFA to purchase the equipment at a cost of \$8,600 versus continuing to rent the equipment until August 31, 2015, at a cost of \$15,000, which would be a saving of \$6,400.

On motion of Director Swift and second by Vice Chair Hernandez, the Executive Committee voted unanimously to authorize the Purchasing Manager to increase the amount of Purchase Order 08484-1 with GMF Sound, Inc. by \$8,600 to purchase equipment necessary to operate the OCFA Boardroom Audio/Video system.

H. Contract Extension and Increase Request - Data Network Storage Hardware (F: 19.08A2a6)

Director Shawver pulled this item to inquire why the multi-year contract discount is no longer being offered by Hewlett Packard.

IT Manager Joel Brodowski stated the model of equipment is being phased out and Hewlett Packard will no longer offer ongoing support contracts after this term expires in December of 2015.

On motion of Director Shawver and second by Vice Chair Hernandez, the Executive Committee voted to authorize the Purchasing Manager to increase the contract amount for Hewlett Packard by \$14,344 for an amount not to exceed \$24,000 and extend the contract until December 31, 2015.

I. Sole Source Contract Renewal - Information Management Technologies (F: 19.08A2A)

Director Shawver pulled this item to inquire why it did not go out to bid for the services.

IT Manager Joel Brodowski clarified that approval of these renewals is for custom software applications that can only be serviced by these providers.

On motion of Director Shawver and second by Vice Chair Hernandez, the Executive Committee voted unanimously to authorize the Purchasing Manager to increase the annual contract amount for Information Management Technologies from \$149,000 to \$164,000 for the contract ending April 30, 2015, and to extend the term for an additional three years at an amount not to exceed \$164,000 per year.

J. Contract Extension and Increase Request - Internet Service Provider (F: 15.09F)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to authorize the Purchasing Manager to increase Blanket Order 0808-8 for Global Capacity (formerly Megapath Corporation) from \$37,000 to \$43,000 for the contract ending February 28, 2015, and to extend the contract for an additional three years at an amount not to exceed \$43,000 per year.

K. Blanket Order Contract Renewals – Property Management (F: 15.09F)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to renew and increase the blanket orders for Sweinhart Electric Company, DMS Facility Services, Pacific Compliance, and Kidde Fire Trainers.

L. Sole Source Blanket Order Contract Request – A2Z Fire Apparatus (F: 15.09F)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to establish a three-year blanket order contract with A2Z Fire Apparatus for an amount not to exceed \$20,000 annually.
2. Authorize the Purchasing Manager to increase the contract amount up to two percent or Consumer Price Index whichever is lower at the beginning of year two and three.

M. Award of Bid #DC1957 - Purchase of Four 100' Tractor Drawn Aerial Quints
(F: 19.09A)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to issue a purchase order to Kovach Mobile Equipment Corporation for the purchase of four Quints in an amount not to exceed \$5,227,858.36 (Cost per unit \$1,299,764.59 without five-year extended warranty).
2. Authorize the Fire Chief to utilize this contract for future budgeted Quint purchases for up to two additional one-year options upon mutual agreement of OCFA and KME and pricing escalation based on the Producer Price Index or three percent whichever is less.

N. Award of Bid #MD1942 – Fire Apparatus Maintenance Repair and Parts (F: 19.09)

Director Spitzer pulled this item expressing concerns with not purchasing the five-year warranties.

Fleet Services Manager Rick Oborny reported staff reductions created the need to purchase extended warranties in the past. He noted most of the major components are under manufacturer warranties.

On motion of Director Spitzer and second by Chair Murray, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to establish blanket order contracts as follows: EVG - \$38,500; KME - \$100,000; Southern California Fire Services, Inc. - \$38,500; and Fleetpride, Inc. (parts only) - \$40,000 for an aggregate amount not to exceed \$217,000 annually.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the funding between the four vendors as requested by the department provided the aggregate amount does not exceed \$217,000 annually.
3. At the beginning years two and three, authorize the Purchasing Manager to increase all four contracts up to two percent or the Consumer Price Index whichever is lower.

O. Award of Bid #JA1987 – Purchase of Five Chevrolet Tahoes (F: 19.09E)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to issue a purchase order to Penske Chevrolet, in the amount of \$186,559.75 (includes tax), all in accordance with Bid #JA1987.

P. Sole Source Purchase Order - Helicopter Rescue Hoist Assembly (F: 19.10)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Purchasing Manager to issue a sole source purchase order to Goodrich, Inc. in the amount of \$162,000 for the purchase of an overhauled helicopter rescue hoist.

Q. Award of Bid #RO1980 - Fitness Equipment Maintenance and Repair (F: 17.17B)

Director Swift pulled this item asking if the bid amount included maintenance for all OCFA fire stations' equipment.

Assistant Chief Dave Thomas confirmed that the contract included all fitness equipment at the stations and Regional Fire Operations and Training Center.

On motion of Director Swift and second by Vice Chair Hernandez, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to establish a blanket order contract with Pronto Gym Services, Inc. with an annual contract amount not to exceed \$50,000.
2. Authorize the Purchasing Manager to extend the contract for up to two additional one-year periods with the three year aggregate amount not to exceed \$150,000.

R. Federal Lobbying Contract Renewal (F: 11.10F2)

On motion of Director Spitzer and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Fire Chief to execute the Professional Services Agreement with Holland & Knight for up to three one-year renewals and to approve an increase of no more than 3% in year two or three.

4. PUBLIC HEARING(S)

There were no items for Public Hearing.

5. DISCUSSION CALENDAR

A. Contract Increase - Purchase of Five Type I Engines (F: 19.09A)

Fleet Services Manager Rick Oborny presented the report.

On motion of Vice Chair Hernandez and second by Director Spitzer, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to process \$64,016.62 for two change orders increasing P0008275 for the purchase of five Type I Engines for a total not to exceed amount of \$2,637,553.27.

2. Approve and authorize the Purchasing Manager to issue a purchase order to KME in the amount of \$2,138,152.76 for the purchase of four additional Type I Engines.

B. Blanket Order Contract Increase & Renewal - General Counsel Services
(F: 17.10G2)

Assistant Chief Lori Zeller presented the report.

A lengthy discussion ensued.

On motion of Director McCloskey and second by Director Spitzer, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to increase BO1267 with Woodruff Spradlin & Smart by \$120,000 for three months of services (December 2014 - February 2015) during the remainder of the contract year.
2. Approve and authorize the Purchasing Manager to renew the blanket order with Woodruff Spradlin & Smart for one year (March 1, 2015 - February 28, 2016) at an amount of \$475,000.
3. Direct staff to increase the annual budget for legal services from \$375,000 to \$475,000 in the Mid-year Budget Adjustments that will be submitted to the Board in March 2015.

C. Director Request for Preparation of Pension Report (F: 11.17A)

Assistant Chief Lori Zeller presented the staff report.

OCFA Board Director Rick Barnett addressed his concerns regarding financial deficits created by health insurance benefits and retirement costs. He requested staff prepare a detailed summary of OCFA pension coverage, synopsis of benefits identifying those that beneficiaries would be entitled, translation of life expectancy chart, summary of health insurance benefits pre and post retirement, interface with Medicare, current aggregate deficit between health and retirement and identify the rate of return presently used in determining these deficits, and status of law with regard to OCFA's ability to set the allocation as between the agency and employees.

Discussion ensued.

On motion of Chair Murray and second by Director Shawver, the Executive Committee voted unanimously to send the item to the Human Resources Committee to review Director Barnett's request and make a recommendation.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Chair Murray thanked the OCFA for putting out a recent fire quickly and efficiently in Tustin, reported on his attendance at Brian Stephen's retirement party, and congratulated Directors Spitzer and Lalloway on their recent Chair appointments. He noted Director Spitzer had been appointed Chair of the Orange County Board of Supervisors and Director Lalloway's appointment as Chair of the Board for the Orange County Transportation Authority.

CLOSED SESSION (F: 12.02A5)

There were no items for Closed Session.

ADJOURNMENT – Chair Murray adjourned the meeting at 8:04 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, February 19, 2015, at 6:00 p.m.



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