



ORANGE COUNTY FIRE AUTHORITY

AGENDA

Pursuant to the Brown Act, this meeting also constitutes a meeting of the Board of Directors.

EXECUTIVE COMMITTEE

REGULAR MEETING

Thursday, October 16, 2014

6:00 P.M.

Regional Fire Operations and Training Center

Board Room

1 Fire Authority Road

Irvine, CA 92602

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

If you wish to speak before the Fire Authority Executive Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Committee. Speaker Forms are available at the counters of both entryways of the Board Room.



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

CALL TO ORDER

INVOCATION by OCFA Chaplain

PLEDGE OF ALLEGIANCE by Director Swift

ROLL CALL

PRESENTATIONS

No items.

PUBLIC COMMENTS

Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee as a whole, and do not engage in dialogue with individual Committee Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at www.ocfa.org. You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Executive Committee meeting.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

MINUTES

1. [Minutes from the September 18, 2014, Regular Executive Committee Meeting](#)
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

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.

2. [Monthly Investment Report](#)
Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Receive and file the report.

3. [Internal Control Review on Request for Proposal Process](#)
Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Direct staff to implement the Auditor's recommendations as stated under OCFA management responses in the report.

4. **Blanket Order Contract Increase and Renewal – Toner Cartridges**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the Staples Technology Blanket Order contract (B01377) for up to two additional years for a not to exceed amount of \$125,000 annually.

5. **Purchase Order Increase - Printing Services**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase P0008460 to Pioneer Business Forms, Inc. to \$4,767.12 for printing of the radio channel guide books.

6. **Blanket Order Renewals – Orange County Fire Incident Reporting System, Fire/EMS/CAD Analysis and Planning Software, Web Conferencing and Training Services, Pager Repairs, and Audio/Visual Equipment Rental**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to renew and adjust Blanket Orders for sole source vendors ZOLL Data Systems, Inc., and Deccan International, and for preferred vendors Citrix Online, Leavitt Communications, and GMF Sound.

7. **Award of Contract for Request for Proposal No. MD1935 – Communication Equipment Installation Services**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to establish a Blanket Order contract with 911 Vehicle for a three year contract period for a not to exceed amount of \$959,300.
2. At the beginning of year two and three, authorize the Purchasing Manager to increase the contract for up to 2% of the remaining contract balance, not to exceed the Consumer Price Index.

8. **Approval to Issue Payment for the Orange County Fire Authority's 2014/15 Portion of the Partnership Costs for the 800MHz Countywide Coordinated Communications System (CCCS) Next Generation Upgrade Project**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a Purchase Order to the County of Orange Treasurer–Tax Collector for the amount not to exceed \$261,014 for the 2014/15 payment of OCFA's portion of the Partnership costs for the 800MHz CCCS Next Generation upgrade project.

9. **Contract Increase and Extension - Professional Labor Negotiation Services**

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Action:

1. Approve and authorize the Purchasing Manager to increase the value of the Professional Services Agreement with Peter Brown, of Liebert Cassidy Whitmore, by \$100,000 and extend the term through December 31, 2015.
2. Direct staff to submit a request to the Board of Directors with the FY 2014/15 Mid-Year Budget Adjustments to increase General Fund (Fund 121) appropriations by \$100,000 for professional labor negotiation services.

END OF CONSENT CALENDAR

DISCUSSION CALENDAR

No items.

REPORTS

No items.

COMMITTEE MEMBER COMMENTS

CLOSED SESSION

No items.

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, November 20*, 2014, at 6:00 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 9th day of October 2014.

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

UPCOMING MEETINGS:

Claims Settlement Committee Meeting	Thursday, October 23, 2014, 5:30 p.m.
Board of Directors Meeting	Thursday, October 23, 2014, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, November 4, 2014, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, November 5**, 2014, 12:00 noon

*=Due to upcoming holiday, this meeting's agenda business will be included on the Board of Director's Agenda.

**=This meeting to be move forward by a week, due to the upcoming holiday.