



ORANGE COUNTY FIRE AUTHORITY

AGENDA

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

EXECUTIVE COMMITTEE SPECIAL MEETING

Thursday, November 20, 2014
5:00 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 Robert Benoun

PLEDGE OF ALLEGIANCE by Director Kelley

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 October 16, 2014, Regular and Special Executive Committee Meetings**

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 Reports

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Receive and file the reports.

3. First Quarter Financial Newsletter – July 2014 to September 2014

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

Recommended Action:

Receive and file the report.

4. Award of Contract for Request for Proposal No. DC1920 – Online Performance Evaluation Software

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Actions:

1. Approve and authorize the Fire Chief to sign the Professional Services Agreement to establish a blanket order contract with NEOGOV for a three year period for a not to exceed amount of \$170,000.
2. Approve and authorize up to a 10% contingency (\$6,350) for additional services or training that may be required during implementation. This amount is based on the first year contract amount of \$63,497.

5. Blanket Order Contract Increases and Renewals

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

Recommended Action:

Approve and authorize the Purchasing Manager to renew and increase the blanket orders as recommended for McKesson Medical, Glaxo Smith Kline, West Pacific Medical Laboratory, Nikki's Flag Shoppe, Internal Affairs Connection, Inc., and Commercial Services Solutions.

6. Sole Source Purchase Order for Goodrich, Inc. (Helicopter) Rescue Hoist Assembly

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Action:

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.

7. Award of Bid #RO1973 – Purchase of Helicopter Parts

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to establish blanket order contracts as follows: Rotorcraft - \$100,000, Heli-Mart - \$50,000 and Bell Textron - \$10,000 for an aggregate amount not to exceed \$160,000 annually.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the \$160,000 between the three vendors as requested by the department as long as the aggregate amount doesn't exceed \$160,000 annually.
3. At the beginning of year two and three, authorize the Purchasing Manager to increase the contracts for up to 2% or the Consumer Price Index (CPI) whichever is lower.

8. Award of Contract for Request for Proposal No. TO1953 – Banner Application and Database Support

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

Recommended Actions:

1. Approve and authorize the Fire Chief to sign the Professional Services Agreement to establish a blanket order contract with Xerox Government Systems, LLC, for a three year contract period for a not to exceed amount of \$165,000 (\$55,000 per year).
2. Approve and authorize the Purchasing Manager to issue a separate purchase order for on-site functional training, not to exceed \$21,000, when funds become available.

9. Emergency 9-1-1 Phone System and Voice Recording System Replacement Update

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

Recommended Action:

Receive and file the report.

10. Sole Source Blanket Order Extension and Increase – AssetWorks Fleet Management System

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to extend the sole source blanket order contract (B01170) in the amount of \$12,085.50 for one year.
2. Authorize two additional contract renewals, with an annual price increase not to exceed 5% of the prior year.

11. Contract Increase Fire Station Alarm System Integration Project

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

Recommended Action:

Approve and authorize the Second Amendment to the Professional Services Agreement with Westnet, Inc., for additional alerting components and station repairs at an increased cost of \$163,342.77 for a new total value of \$1,330,258.60.

END OF CONSENT CALENDAR

CLOSED SESSION

CS1. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation (1 case)

CLOSED SESSION REPORT

DISCUSSION CALENDAR

12. Contract Increase and Extension – Professional Labor Negotiation Services

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Actions:

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.

REPORTS

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, January 15, 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 13th day of November 2014.

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

UPCOMING MEETINGS:

Board of Directors Meeting Thursday, December 4, 2014, 6:00 p.m.

All other regular Board/Committee Meetings go dark in December; a special meeting may be called as needed.

Human Resources Committee Meeting Tuesday, January 6, 2015, 12 noon

Budget and Finance Committee Meeting Wednesday, January 14, 2015, 12 noon

Executive Committee Meeting Thursday, January 15, 2015, 6:00 p.m.

Claims Settlement Committee Meeting Thursday, January 22, 2015, 5:30 p.m.

Board of Directors Meeting Thursday, January 22, 2015, 6:30 p.m.

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular and Special Meetings
Thursday, October 16, 2014
6:00 P.M.**

**Regional Fire Operations and Training Center
Board Room**

1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular and special meeting of the Orange County Fire Authority Executive Committee was called to order on October 16, 2014, at 6:04 p.m. by Chair Murray.

INVOCATION

Chaplain Duncan McColl offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Randal Bressette, Laguna Hills
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Al Murray, Tustin
David Shawver, Stanton
Todd Spitzer, County of Orange
Beth Swift, Buena Park
Steven Weinberg, Dana Point

Absent: None

Also present were:

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

PRESENTATIONS

No items.

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 Bressette reported at the October 8, 2014, meeting the Committee received its monthly status update on the Orange County Employees' Retirement System and directed staff to present future status report on a quarterly-basis; voted unanimously to send the Monthly Investment Report and the Internal Control Review on Request for Proposal Process to the Executive Committee for its approval, and voted unanimously to send the 2014 Long Term Liability Study to the Board of Directors for its approval.

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

Human Resources Committee Chair Shawver reported at the October 7, 2014, meeting the Committee welcomed back Human Resources Director Jeremy Hammond, and received overview presentations on the OCFA's Workers' Compensation Claims Process and its Occupational Safety and Health Program.

MINUTES

1. Minutes from the September 18, 2014, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Vice Chair Hernandez and second by Director Hatch, the Executive Committee voted to approve the redlined version of the Minutes from the September 18, 2014, regular Executive Committee meeting. Directors Bressette and Weinberg noted abstentions, due to their absence from this meeting.

CONSENT CALENDAR

(Agenda Item Nos. 3, 7, and 9 were pulled from the Consent Calendar for separate consideration.)

2. Monthly Investment Reports (F: 11.10D2)

On motion of Director Shawver and second by Director Weinberg, the Committee voted unanimously to receive and file the reports.

3. Internal Control Review on Request for Proposal Process (F: 15.02A1)

Chair Murray pulled this item to request an independent audit on the Advance Life Support (ALS) Reimbursement Rates to put to rest any public concerns having to do with the legality of the ALS reimbursement rates.

On motion of Chair Murray and second by Director Bressette, the Committee voted unanimously to direct staff to implement the Auditor's recommendations as stated under OCFA management responses in the report and direct staff to initiate an independent audit of the Advance Life Support Reimbursement Rates.

4. Blanket Order Contract Increase and Renewal – Toner Cartridges (F: 15.09F)

On motion of Director Shawver and second by Director Weinberg, the Committee voted unanimously to 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 (F: 15.09F)

On motion of Director Shawver and second by Director Weinberg, the Committee voted unanimously to 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 (F: 15.09F)

On motion of Director Shawver and second by Director Weinberg, the Committee voted unanimously to 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 (F: 19.09)

Director Lalloway pulled this item from the Consent Calendar for separate consideration for clarification on the staff report's reference to incomplete bids.

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

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 (F: 18.04A)

On motion of Director Shawver and second by Director Weinberg, the Committee voted unanimously to 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 (F: 17.10J1)

Director Spitzer pulled this item from the Consent Calendar for separate consideration regarding his concern with the performance of the labor negotiator's service.

A lengthy discussion ensued regarding expectation of service, provision of service, and confidentiality.

On motion of Director Lalloway and second by Director Bressette, the Committee voted to continue this item to a special meeting of the Executive Committee on November 20, 2014, at 5:00 p.m. subject to distribution of a confidential memo to the Committee by General Counsel. Vice Chair Hernandez abstained.

END OF CONSENT CALENDAR

DISCUSSION CALENDAR

No items.

REPORTS (F: 12.02A7)

There were no items to report.

Minutes

OCFA Executive Committee Regular Meeting

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SPECIAL MEETING - CLOSED SESSION (F: 12.02A5)

(This was the sole item agenized by a special meeting notice.)

General Counsel David Kendig reported the Committee would be convening to Closed Session to consider the matters on the Agenda identified as CS1 Significant Exposure to Litigation.

CS1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Authority: Significant Exposure to Litigation pursuant to Government Code Section 54956.9(b) (1 case)

Chair Murray recessed the meeting to conduct Closed Session at 6:38 p.m.

Chair Murray reconvened the meeting at 7:51 p.m., with all members present.

CLOSED SESSION REPORT (F: 12.02A5)

General Counsel David Kendig indicated the Committee took no reportable action during Closed Session.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Director Lalloway commented on a recent CAL OSHA press release regarding the OCFA's window washers rescue incident from an Irvine high-rise and thanked the OCFA for its service.

Director Hatch shared his son's recent move to the City of Irvine.

Director Spitzer commented on the County's recent ambulance RFP process and requested a detailed analysis and questions he should raise from OCFA staff concerning the County's process. He noted recent increases in drowning and inquired into the current OCFA Drowning Prevention campaign. He also inquired into OCFA's preparation to respond to potential Ebola Virus patients.

Director Bressette commented on a prior Drowning Prevention campaign in Laguna Hills where following a pool installation the OCFA would educate new pool owners on pool safety. He noted the ambulance RFP process is an issue and suggested that staff should review the County's process to insure that the County followed its outlined RFP process to the Board. He thanked Chief Bowman for his attendance at the South Orange County Association of Mayors meeting this morning; as he knows that the Fire Chief cannot be in attendance for all of these types of meetings, he suggested Communications Director Cooney attend these types of meetings on the Chief's behalf. He announced the upcoming Trauma Intervention Program's Annual Dinner/Fundraiser on Thursday at the Anaheim Hilton.

Director Shawver inquired if the OCFA made any request to the State to continue its role in the ambulance RFP process. General Counsel Kendig responded the OCFA had participated in all meetings; however, there was no avenue for the OCFA to retain the administration of ambulance RFP process.

Minutes

OCFA Executive Committee Regular Meeting

October 16, 2014 Page - 5

Chair Murray previewed his Chair Term Goals and Initiatives that he would be formally presenting to the full Board at its next meeting. He had the pleasure of introducing Fire Chief Bowman to his City Council at its last meeting. He commented on his attendance at the OC Firefighters Memorial Service, the California Firefighters Memorial Service, and the OCFA's Annual Employee Softball Tournament that was held in Tustin.

ADJOURNMENT – Chair Murray adjourned the meeting at 8:15 p.m. The next meeting of the Executive Committee is scheduled for Thursday, November 20, 2014, at 6:00 p.m.

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

CONSENT CALENDAR - AGENDA ITEM NO. 2
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Patricia Jakubiak, Treasurer

SUBJECT: **Monthly Investment Reports**

Summary:

This agenda item is submitted to the Committee in compliance with the investment policy of the Orange County Fire Authority and with Government Code Section 53646.

Committee Action:

At its November 5, 2014, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

Recommended Action:

Receive and file the reports.

Background:

Attached is the final monthly investment report for the month ended September 30, 2014. A preliminary investment report as of October 17, 2014, is also provided as the most complete report that was available at the time this agenda item was prepared.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

Not Applicable.

Staff Contact for Further Information:

Patricia Jakubiak, Treasurer

Triciajakubiak@ocfa.org

(714) 573-6301

Attachment:

Final Investment Report – September 2014 / Preliminary Report – October 2014

Orange County Fire Authority Monthly Investment Report



Final Report – September 2014

Preliminary Report – October 2014



Monthly Investment Report Table of Contents

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Orange County Fire Authority

Final Investment Report

September 30, 2014



EXECUTIVE SUMMARY

Portfolio Activity & Earnings

During the month of September 2014, the size of the portfolio decreased slightly from \$149.5 million to \$148.1 million. Significant receipts for the month included the first quarterly cash contract payments and other charges for current services for a total of \$13.1 million, the first apportionment of unsecured property taxes in the amount of \$5.2 million, and intergovernmental contract payments totaling \$1.5 million. Significant disbursements for the month included primarily two biweekly payrolls, which were approximately \$10.0 million each with related benefits. Total September cash outflows for operating expenditures amounted to approximately \$22.6 million. The portfolio's balance is expected to decrease slightly further in the following month as there are no major receipts scheduled for October.

In September, the portfolio's yield to maturity (365-day equivalent) stayed unchanged at 0.29%. The effective rate of return edged up by 1 basis point to 0.28% for the month and also rose by 1 basis point to 0.26% for the fiscal year to date. The average maturity of the portfolio shortened slightly by 4 days to 190 days to maturity.

Economic News

In September 2014, the U.S. economic activity remained mixed and moderate. On the upside, employment conditions improved more than expected in September. There were a total of 248,000 new jobs created for the month, a much stronger payroll increase than expected, and the numbers for the previous two months were also revised upward. In addition, the unemployment rate continued to improve, declining further by 2 basis points to 5.9% from 6.1% previously. Industrial production picked up in September and rose by 1.0%, a much stronger pace than expected. On the other hand, retail sales fell more than expected while consumer confidence indicators were mixed for the month. Both the manufacturing and non-manufacturing sectors pulled back and declined modestly in September. Housing activity continued to improve, but activity level remained low. Inflation rose slightly, but stayed under control due to low energy prices. The NFIB (National Federation of Independent Business) small business optimism index dropped slightly in September. Current expectations are that the Fed will likely raise rates in the first half of 2015.



BENCHMARK COMPARISON AS OF SEPTEMBER 30, 2014

3 Month T-Bill: 0.02%	1 Year T-Bill: 0.11%
6 Month T-Bill: 0.04%	LAIF: 0.25%
	OCFA Portfolio: 0.28%

PORTFOLIO SIZE, YIELD, & DURATION

	<u>Current Month</u>	<u>Prior Month</u>	<u>Prior Year</u>
Book Value-	\$148,128,923	\$149,519,487	\$120,299,648
Yield to Maturity (365 day)	0.29%	0.29%	0.34%
Effective Rate of Return	0.28%	0.27%	0.36%
Days to Maturity	190	194	283



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
September 30, 2014

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

(See Note 1 on page 9) (See Note 2 on page 9)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	7,772,896.47	7,772,896.47	7,772,896.47	5.28	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	15,000,000.00	14,993,370.00	14,995,805.83	10.19	121	65	0.130	0.132
Federal Agency Coupon Securities	38,333,333.33	38,144,460.00	38,338,690.75	26.06	1,285	643	0.666	0.675
Federal Agency Disc. -Amortizing	36,000,000.00	35,999,010.00	35,995,646.25	24.47	135	61	0.065	0.066
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	33.99	1	1	0.243	0.246
Investments	147,106,229.80	146,918,800.67	147,103,039.30	100.00%	381	190	0.285	0.289
Cash								
Passbook/Checking (not included in yield calculations)	1,120,049.78	1,120,049.78	1,120,049.78		1	1	0.000	0.000
Total Cash and Investments	148,226,279.58	148,038,850.45	148,223,089.08		381	190	0.285	0.289

Total Earnings	September 30 Month Ending	Fiscal Year To Date
Current Year	34,679.06	105,197.66
Average Daily Balance	150,177,797.20	162,194,060.44
Effective Rate of Return	0.28%	0.26%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2014. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubak 10/3/14
 Patricia Jakubak, Treasurer

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)	\$ 148,223,089.08
GASB 31 Adjustment to Books (See Note 3 on page 9)	\$ (94,166.47)
Total	\$ 148,128,922.61

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
September 30, 2014

(See Note 1 on page 9) (See Note 2 on page 9)

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			7,772,896.47	7,772,896.47	7,772,896.47	0.001	0.001	1	
		Subtotal and Average	10,111,739.05		7,772,896.47	7,772,896.47			0.001	1	
Commercial Paper Disc. -Amortizing											
36959JKA0	829	GEN ELEC CAP CRP		07/01/2014	9,000,000.00	8,999,550.00	8,999,752.50	0.110	0.112	9	10/10/2014
36959JP56	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,993,820.00	5,995,053.33	0.160	0.162	148	02/26/2015
		Subtotal and Average	9,399,089.75		15,000,000.00	14,993,370.00			0.132	65	
Federal Agency Coupon Securities											
3133ECM76	809	Federal Farm Credit Bank (Callable anytime)		04/25/2013	9,000,000.00	8,990,950.00	8,996,718.38	0.400	0.424	569	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,977,020.00	6,000,000.00	1.000	0.981	1,043	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 10-9-14)		12/20/2012	9,000,000.00	8,913,600.00	9,009,152.47	1.000	0.966	1,135	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	5,333,333.33	5,322,240.00	5,332,819.90	0.470	0.477	523	03/07/2016
3130A2MX1	833	Fed Home Loan Bank (Callable 10-29-14)		07/29/2014	9,000,000.00	8,980,650.00	9,000,000.00	0.550	0.550	28	07/29/2016
		Subtotal and Average	38,338,710.21		38,144,460.00	38,338,690.75			0.675	643	
Federal Agency Disc. -Amortizing											
313569N58	831	Fed Natl Mortg Assoc		07/01/2014	9,000,000.00	8,999,910.00	8,999,445.00	0.060	0.062	37	11/07/2014
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,999,460.00	8,997,277.50	0.090	0.093	121	01/30/2015
313385L79	830	Fed Home Loan Bank		07/01/2014	9,000,000.00	8,999,910.00	8,999,655.00	0.060	0.062	23	10/24/2014
313385R99	834	Fed Home Loan Bank		09/11/2014	9,000,000.00	8,999,730.00	8,999,268.75	0.045	0.046	65	12/05/2014
		Subtotal and Average	42,328,258.19		36,000,000.00	35,999,010.00			0.066	61	
Local Agency Investment Funds											
SYS336	336	Local Agency Investmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.246	0.246	1	
		Subtotal and Average	50,000,000.00		50,000,000.00	50,009,064.20			0.246	1	
		Total and Average	150,177,797.20		147,106,229.80	146,918,800.67			0.289	190	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
September 30, 2014

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365 Maturity
Money Mkt Mutual Funds/Cash									
SYS10104	10104	American Benefit Plan Admin		07/01/2014	15,000.00	15,000.00	15,000.00		0.000
SYS10033	10033	Revolving Fund		07/01/2014	20,000.00	20,000.00	20,000.00		0.000
SYS4	4	Union Bank		07/01/2014	835,049.78	835,049.78	835,049.78		0.000
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000
		Average Balance	0.00						1
Total Cash and Investments			150,177,797.20		148,226,279.58	148,038,850.45	148,223,089.08		0.289
									190

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ORANGE COUNTY FIRE AUTHORITY

Aging Report By Maturity Date

As of October 1, 2014

Orange County Fire Authority
1 Fire Authority Road
Irvine, CA 92602
(714)573-6301

Aging Interval:		Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
0 days	(10/01/2014 - 10/01/2014)	58,892,946.25	39.73%	58,892,946.25	58,902,010.45
1 - 30 days	(10/02/2014 - 10/31/2014)	18,000,000.00	12.14%	17,999,407.50	17,999,460.00
31 - 60 days	(11/01/2014 - 11/30/2014)	9,000,000.00	6.07%	8,999,445.00	8,999,910.00
61 - 91 days	(12/01/2014 - 12/31/2014)	9,000,000.00	6.07%	8,999,268.75	8,999,730.00
92 - 121 days	(01/01/2015 - 01/30/2015)	9,000,000.00	6.07%	8,997,277.50	8,999,460.00
122 - 152 days	(01/31/2015 - 03/02/2015)	6,000,000.00	4.05%	5,996,053.33	5,993,820.00
153 - 183 days	(03/03/2015 - 04/02/2015)	0.00	0.00%	0.00	0.00
184 - 274 days	(04/03/2015 - 07/02/2015)	0.00	0.00%	0.00	0.00
275 - 365 days	(07/03/2015 - 10/01/2015)	0.00	0.00%	0.00	0.00
366 - 1095 days	(10/02/2015 - 09/30/2017)	29,333,333.33	19.79%	28,329,538.28	29,230,860.00
1096 - 1825 days	(10/01/2017 - 09/30/2019)	9,000,000.00	6.08%	9,009,152.47	8,913,600.00
1826 days and after	(10/01/2019 -)	0.00	0.00%	0.00	0.00
Total for			100.00	148,223,089.08	148,038,850.45



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFU Union Bank (formerly Union Bank) Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2014 includes an increase of \$14,938 to the LAIF investment and a decrease of \$(109,104) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.



Local Agency Investment Fund (LAIF)

As of September 30, 2014, OCFA has \$50,000,000 invested in LAIF. The fair value of OCFA's LAIF investment is calculated using a participant fair value factor provided by LAIF on a quarterly basis. The fair value factor as of September 30, 2014 is 1.000181284. When applied to OCFA's LAIF investment, the fair value is \$50,009,064 or \$9,064 above cost. Although the fair value of the LAIF investment is higher than cost, OCFA can withdraw the actual amount invested at any time.

LAIF is included in the State Treasurer's Pooled Money Investment Account (PMIA) for investment purposes. The PMIA market valuation at September 30, 2014 is included on the following page.

**State of California
Pooled Money Investment Account
Market Valuation
9/30/2014**

Description	Carrying Cost Plus Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
United States Treasury:				
Bills	\$ 11,137,909,675.57	\$ 11,144,028,974.24	\$ 11,147,231,000.00	NA
Notes	\$ 20,613,431,491.60	\$ 20,611,735,881.66	\$ 20,620,552,000.00	\$ 20,714,247.00
Federal Agency:				
SBA	\$ 571,481,035.26	\$ 571,481,035.26	\$ 567,433,519.70	\$ 521,914.04
MBS-REMICs	\$ 109,474,286.60	\$ 109,474,286.60	\$ 116,983,332.51	\$ 521,209.85
Debentures	\$ 1,959,407,587.90	\$ 1,959,148,157.35	\$ 1,958,751,700.00	\$ 1,655,043.25
Debentures FR	\$ -	\$ -	\$ -	\$ -
Discount Notes	\$ 1,299,421,361.10	\$ 1,299,712,319.44	\$ 1,299,922,000.00	NA
GNMA	\$ -	\$ -	\$ -	\$ -
Supranational Debentures	\$ 399,927,859.19	\$ 399,927,859.19	\$ 399,644,500.00	\$ 192,809.50
CDs and YCDs FR	\$ -	\$ -	\$ -	\$ -
Bank Notes	\$ 400,000,000.00	\$ 400,000,000.00	\$ 399,896,651.17	\$ 139,833.33
CDs and YCDs	\$ 9,475,026,364.38	\$ 9,475,015,822.71	\$ 9,471,060,198.00	\$ 3,941,784.74
Commercial Paper	\$ 4,354,195,497.74	\$ 4,354,921,548.28	\$ 4,354,205,466.67	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ -	\$ -	\$ -	\$ -
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 5,082,740,000.00	\$ 5,082,740,000.00	\$ 5,082,740,000.00	NA
AB 55 & GF Loans	\$ 1,047,229,467.74	\$ 1,047,229,467.74	\$ 1,047,229,467.74	NA
TOTAL	\$ 56,450,244,627.08	\$ 56,455,415,352.47	\$ 56,465,649,835.79	\$ 27,686,841.71

Fair Value Including Accrued Interest \$ 56,493,336,677.50

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (1.000181284).
As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$20,003,625.69 or \$20,000,000.00 x 1.000181284.



Orange County Fire Authority
Preliminary Investment Report
October 17, 2014



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
October 17, 2014

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

(See Note 1 on page 18) (See Note 2 on page 18)

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Money Mkt Mutual Funds/Cash	4,144,930.00	4,144,930.00	4,144,930.00	2.93	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	6,000,000.00	5,994,420.00	5,996,506.67	4.24	150	131	0.160	0.162
Federal Agency Coupon Securities	38,333,333.33	38,256,256.66	38,338,667.94	27.10	1,285	626	0.666	0.675
Federal Agency Disc. -Amortizing	43,000,000.00	42,997,680.00	42,996,137.92	30.39	129	51	0.060	0.061
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	35.34	1	1	0.243	0.246
Investments	141,478,263.33	141,402,350.86	141,476,242.53	100.00%	394	191	0.291	0.295
Cash								
Passbook/Checking (not included in yield calculations)	545,111.34	545,111.34	545,111.34		1	1	0.000	0.000
Total Cash and Investments	142,023,374.67	141,947,462.20	142,021,353.87		394	191	0.291	0.295

	October 17 Month Ending	Fiscal Year To Date
Total Earnings		
Current Year	19,866.53	125,064.19
Average Daily Balance	147,786,372.97	159,946,989.92
Effective Rate of Return	0.29%	0.26%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2014. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubak
 Patricia Jakubak, Treasurer 10/24/14

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)	\$ 142,021,353.87
GASB 31 Adjustment to Books (See Note 3 on page 18)	\$ (94,166.47)
Total	\$ 141,927,187.40

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
October 17, 2014

(See Note 1 on page 18) (See Note 2 on page 18)

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/IC 365	Days to Maturity	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS528	528	High Mark 100% US Treasury MMF			4,144,930.00	4,144,930.00	4,144,930.00	0.001	0.001	1	
		Subtotal and Average	8,571,460.29		4,144,930.00	4,144,930.00	4,144,930.00	0.001	0.001	1	
Commercial Paper Disc. -Amortizing											
36959JP56	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,994,420.00	5,996,506.67	0.160	0.162	131	02/26/2015
		Subtotal and Average	10,760,940.98		6,000,000.00	5,994,420.00	5,996,506.67	0.162	0.162	131	
Federal Agency Coupon Securities											
3133ECM76	809	Federal Farm Credit Bank (Callable anytime)		04/25/2013	9,000,000.00	8,999,560.00	8,999,817.83	0.400	0.424	552	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,967,960.00	6,000,000.00	1.000	0.981	1,026	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 11-9-14)		12/20/2012	9,000,000.00	8,964,540.00	9,009,013.30	1.000	0.966	1,118	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	5,333,333.33	5,333,386.66	5,332,836.81	0.470	0.477	506	03/07/2016
3130A2MX1	833	Fed Home Loan Bank (Callable 10-29-14)		07/29/2014	9,000,000.00	9,000,810.00	9,000,000.00	0.550	0.550	11	07/29/2016
		Subtotal and Average	38,338,678.68		38,333,333.33	38,256,256.66	38,338,667.94	0.575	0.575	626	
Federal Agency Disc. -Amortizing											
313589N58	831	Fed Natl Morg Assoc		07/01/2014	9,000,000.00	8,999,910.00	8,999,700.00	0.060	0.062	20	11/07/2014
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,998,830.00	8,997,660.00	0.090	0.093	104	01/30/2015
313396AN3	836	Freddie Mac		10/08/2014	7,000,000.00	6,999,300.00	6,999,407.92	0.035	0.036	87	01/13/2015
313385L79	830	Fed Home Loan Bank		07/01/2014	9,000,000.00	9,000,000.00	8,999,910.00	0.060	0.062	6	10/24/2014
313385R99	834	Fed Home Loan Bank		09/11/2014	9,000,000.00	8,999,640.00	8,999,460.00	0.045	0.046	48	12/05/2014
		Subtotal and Average	40,113,500.76		43,000,000.00	42,997,680.00	42,996,137.92	0.061	0.061	51	
Local Agency Investment Funds											
SYS336	336	Local Agency Investmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.246	0.246	1	
		Subtotal and Average	50,001,792.26		50,000,000.00	50,009,064.20	50,000,000.00	0.246	0.246	1	
		Total and Average	147,786,372.97		141,478,263.33	141,402,350.86	141,476,242.53	0.295	0.295	191	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
October 17, 2014

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
Money Mkt Mutual Funds/Cash										
SYS10104	10104	American Benefit Plan Admin		07/01/2014	15,000.00	15,000.00	15,000.00		0.000	1
SYS10033	10033	Revolving Fund		07/01/2014	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2014	260,111.34	260,111.34	260,111.34		0.000	1
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			147,786,372.97		142,023,374.67	141,947,462.20	142,021,353.87		0.295	191

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ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of October 18, 2014

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval: 0 days	(10/18/2014 - 10/18/2014)	6 Maturities	0 Payments	54,690,041.34	38.51%	54,690,041.34	54,699,105.54
Aging Interval: 1 - 30 days	(10/19/2014 - 11/17/2014)	2 Maturities	0 Payments	18,000,000.00	12.67%	17,999,610.00	17,999,910.00
Aging Interval: 31 - 60 days	(11/18/2014 - 12/17/2014)	1 Maturities	0 Payments	9,000,000.00	6.34%	8,999,460.00	8,999,640.00
Aging Interval: 61 - 91 days	(12/18/2014 - 01/17/2015)	1 Maturities	0 Payments	7,000,000.00	4.93%	6,999,407.92	6,999,300.00
Aging Interval: 92 - 121 days	(01/18/2015 - 02/16/2015)	1 Maturities	0 Payments	9,000,000.00	6.34%	8,997,660.00	8,998,630.00
Aging Interval: 122 - 152 days	(02/17/2015 - 03/19/2015)	1 Maturities	0 Payments	6,000,000.00	4.22%	5,996,506.67	5,994,420.00
Aging Interval: 153 - 183 days	(03/20/2015 - 04/19/2015)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 184 - 274 days	(04/20/2015 - 07/19/2015)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 275 - 365 days	(07/20/2015 - 10/18/2015)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 366 - 1095 days	(10/19/2015 - 10/17/2017)	4 Maturities	0 Payments	29,333,333.33	20.65%	29,329,654.64	29,291,716.66
Aging Interval: 1096 - 1825 days	(10/18/2017 - 10/17/2019)	1 Maturities	0 Payments	9,000,000.00	6.34%	9,009,013.30	8,964,540.00
Aging Interval: 1826 days and after	(10/18/2019 -)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
		Total for	17 Investments	0 Payments	100.00	142,021,353.87	141,947,462.20



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The MUFG Union Bank Trust Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year end. The adjustment for June 30, 2014 includes an increase of \$14,938 to the LAIF investment and a decrease of \$(109,104) to the remaining investments.
- Note 4: The Highmark money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks, yet allow that liquidity to be invested while payment of the outstanding checks is pending.

CONSENT CALENDAR - AGENDA ITEM NO. 3
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief
Business Services Department

SUBJECT: **First Quarter Financial Newsletter – July 2014 to September 2014**

Summary:

This agenda item is submitted to provide information regarding revenues and expenditures in the General Fund and the Capital Improvement Program Funds through the first quarter of FY 2014/15.

Committee Action:

At its November 5, 2014, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

Recommended Action:

Receive and file the report.

Background:

The Quarterly Financial Newsletter provides information about the General Fund's top five revenue sources as well as expenditures by department and type. Revenues and expenditures for the Capital Improvement Program (CIP) Funds are also included. Revenues and expenditures for the General Fund and the CIP Funds are within budgetary expectations for this reporting period. Any notable items are detailed in the attached newsletter.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

Not Applicable.

Staff Contacts for Further Information:

Deborah Gunderson, Budget Manager

DeborahGunderson@ocfa.org

(714) 573-6302

Tricia Jakubiak, Treasurer

triciajakubiak@ocfa.org

(714) 573-6301

Attachment:

First Quarter Financial Newsletter – July 2014 to September 2014



Orange County Fire Authority

First Quarter Financial Newsletter – July 2014 to September 2014

OVERVIEW

This report covers activities through the first quarter of Fiscal Year 2014/15. Budget figures include all budget adjustments authorized by the Board through the end of the first quarter, including re-budgets from FY 2013/14.

GENERAL FUND

With 25% of the year completed, General Fund revenues are 13.0% of budget and expenditures are 26.5% as shown below:

General Fund	Budget	YTD Actual	Percent
Revenues	310,357,010	40,240,644	13.0%
Expenditures	326,713,744	86,675,852	26.5%

Top Five Revenues. Our top five revenue sources represent 97% of our total revenue in FY 2014/15. Two of these revenues exceeded 25% of budget during the first quarter. The largest revenue source, property tax, is not expected to reach 25% of budget at this point in the fiscal year, since this revenue source is apportioned to OCFA later in the year. Highlights are noted as follows:

Top Five Revenues	Budget	YTD Actual	% Rec'd
Cash Contracts	87,934,667	27,276,835	31.0%
Property Taxes	195,471,965	6,296,683	3.2%
State Reimbursements	4,529,534	4,009,630	88.5%
CRR Fees	7,340,160	1,508,045	20.5%
CRA Pass-through	6,608,025	385,241	5.8%
Total	301,884,351	39,476,434	13.1%

- **Cash contracts.** This revenue category is slightly over budget expectations due to the timing of Santa Ana revenue receipts, which are pre-paid monthly while other Cash Contract Cities pay quarterly in arrears.
- **Property tax.** First quarter activity includes the first distribution of unsecured property taxes and two distributions of supplemental taxes. The first significant distribution of secured property tax, the largest component of our property tax, will not be received until November; however, the secured tax billing provided by the Auditor/Controller reflected an increase over last year's initial billing. After adjusting for estimated refunds, preliminary projections show an \$8.5M increase compared to budget. Supplemental property tax is also expected to exceed expectations. Staff will continue to monitor this revenue source and will return to the Board with a mid-year adjustment, if necessary.

- **State Reimbursements.** Revenues were higher than budget due to greater emergency activity.
- **Community Risk Reduction Fees.** This revenue category is expected to increase to budget expectations in the next quarter as new staff members complete training and assume duties. Development submittals have decreased compared to last fiscal year, however staff is tracking several developments and expect these revenues to recover by fiscal year-end.
- **Community Redevelopment Agency (CRA) Pass-Through.** This category of revenue is generally received in January and May.

Expenditures. Expenditures are generally within budget for this point in the fiscal year as summarized by department below. Details on the exceptions follow the table.

Expenditures By Department	Budget	YTD Actual	% Expended
Executive Mgt.	6,216,941	1,410,935	22.7%
HR Division	5,353,650	2,030,825	37.9%
Operations	242,611,421	54,383,000	22.4%
Comm.Risk Reduction	14,417,766	3,237,366	22.5%
Business Services	33,065,672	20,144,965	60.9%
Support Services	25,048,294	5,468,760	21.8%
Total	326,713,744	86,675,852	26.5%

- **Human Resources Division.** Actual activity is higher than 25% of budget primarily due to insurance premiums which are paid in full at the beginning of the fiscal year.
- **Business Services:** Expenditures for this department are higher than 25% of budget due to a one-time payment at the beginning of the fiscal year to OCERS of approximately \$18.3 million to pay down the UAAL, which occurred in July. Expenditures are expected to stay within budget by fiscal year-end.

Expenditures by type are outlined below, with exception details following on the next page:

Expenditures by Type	Budget	YTD Actual	% Expended
S&EB	299,123,770	81,438,790	27.2%
S&S	26,497,155	5,203,353	19.6%
Equipment	1,092,819	33,710	3.1%
Total	326,713,744	86,675,852	26.5%

- **S&EB:** This expenditure type is higher than 25% of budget due to a one-time payment to OCERS of

approximately \$18.3 million to pay down the UAAL, which occurred in July. Expenditures are expected to stay within budget by fiscal year-end.

CIP FUNDS

The following summarizes revenues and expenditures for the Capital Improvement Program funds. Any variances are noted as follows:

Facilities Maintenance & Improvement

Fund 122	Budget	YTD Actual	Percent
Revenue	1,428,628	103,408	7.2%
Expenditures	2,639,776	357,606	13.5%

- The revenue and expenditure budgets include rebudgets for the Community Development Block Grant for improvements to FS 72, 74, 75, and 76 in Santa Ana. A contract was awarded on this project and completion is expected in February 2015. As a reimbursement grant, the revenues will not be received until after the expenditures have been made.

Facilities Replacement

Fund 123	Budget	YTD Actual	Percent
Revenue	4,078,668	6,851	0.2%
Expenditures	5,749,437	21,025	0.4%

- Revenues include developer reimbursements for the design and construction of Station 56 (Ortega Valley); this project is estimated to be complete in July 2015. Appropriations of \$5.5 million for the US&R Warehouse purchase were rebudgeted to 2014/15.

Communications & Info. Systems Replacement

Fund 124	Budget	YTD Actual	Percent
Revenue	23,109	11,697	50.6%
Expenditures	9,465,097	502,684	5.3%

- Appropriations include \$6.7 million in total rebudgets, of which \$5.5 million is for the remaining components of the Public Safety System project.

Vehicle Replacement

Fund 133	Budget	YTD Actual	Percent
Revenue	2,074,225	448,976	21.6%
Expenditures	13,116,164	854,790	6.5%

- Actual revenue includes the quarterly Cash Contract payments for vehicle depreciation. The revenue budget also includes rebudgeted funds for the reimbursement of the outfitting costs for the Type 1 Engine for Station 56.
- \$5.8 million was rebudgeted from 2013/14 to 2014/15 for the purchase of emergency and support vehicles, including four 100' Quints.

SUMMARY

For more information. This summary is based on detailed information from our financial system. If you would like more information or have any questions about the report, please contact Deborah Gunderson, Budget Manager at 714-573-6302, or Tricia Jakubiak, Treasurer at 714-573-6301.

CONSENT CALENDAR - AGENDA ITEM NO. 4
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Jeremy Hammond, Human Resources Director

SUBJECT: **Award of Contract for Request for Proposal No. DC1920 – Online Performance Evaluation Software**

Summary:

This agenda item is submitted to present the recommendation of contract award for online performance evaluation software to GovernmentJobs.Com, doing business as NEOGOV, the number one ranked firm in the RFP process.

Committee Action:

Since the November 4, 2014, meeting of the Human Resources Committee was cancelled, no prior committee action was taken on this item; however, this staff report was forwarded to members of the Human Resources Committee for review.

Recommended Actions:

1. Approve and authorize the Fire Chief to sign the Professional Services Agreement to establish a blanket order contract with NEOGOV for a three year period for a not to exceed amount of \$170,000.
2. Approve and authorize up to a 10% contingency (\$6,350) for additional services or training that may be required during implementation. This amount is based on the first year contract amount of \$63,497.

Background:

In a continued effort to improve the completion rate and quality of performance evaluations while easing the administrative burden on the Human Resources Department (HR), HR has embarked on a journey to automate the performance evaluation process. Full automation of the currently paper process will allow completion of the performance evaluation form online, on any computer and will also provide electronic workflow that will route the completed draft evaluation to a supervisor or manager for review and approval prior to delivery to the subject employee. Performance evaluation automation also allows for improved tracking of past due evaluations and will allow HR to proactively notify supervisors and managers when evaluations are due and past due to increase compliance rates. Finally, the fully automated performance evaluation process allows better reporting capabilities, including tracking compliance by supervisor, manager, battalion and division.

RFP Preparation

On March 21, 2014, an RFP was issued to solicit proposals from firms to design, implement, and maintain an online employee performance evaluation system and 163 firms were notified. On April 7, 2014, eight (8) firms attended the pre-proposal meeting. Nine (9) proposals were received on the April 15, 2014 due date.

An evaluation committee consisting of a cross section of labor representatives and the Human Resources department reviewed the proposals submitted. Based on the evaluation of the proposals submitted, three (3) short-listed firms; NEOGOV, Promantak, and CRG were invited to demonstrate their software solutions to the evaluation committee. After the completion of the final scoring, NEOGOV was the highest ranked firm.

Negotiations & Results

The evaluation committee recommended entering into negotiations with NEOGOV. The NEOGOV Insight Enterprise software has been utilized by OCFA recruiting services since 2006. As part of the negotiations, OCFA requested a three-year discounted price, bundling the current Insight software with the online performance and onboarding software licenses and co-terming the licenses.

A Best and Final Offer (BAFO) was received from NEOGOV on October 23, 2014, that included a discounted bundled pricing for a three year contract. The Insight Enterprise software will be co-termed with the new software modules and the new cost reflects a 7% discount from the original offer and the previous Insight Enterprise software license. OCFA will save \$12,500 during the three-year contract period as a result of the contract negotiations.

The Purchasing and Materials Manager confirms that the proposal and evaluation process was conducted in accordance with the OCFA's Purchasing Ordinance and all applicable rules and regulations. Based upon the evaluation committee's recommendation, it is recommended that the contract for the bundled Human Resources Software Solution is awarded to NEOGOV.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

Included in the 2014/15 budget.

Staff Contacts for Further Information:

Jeremy Hammond, HR Director
jeremyhammond@ocfa.org
(714) 573-6018

Debbie Casper, Purchasing Manager
debbiecasper@ocfa.org
(714) 573-6641

Attachments:

1. Online Performance Evaluation Scores & Rankings
2. Best and Final Offer
3. Professional Services Agreement (on file with the Clerk of the Authority and available upon request)

**ORANGE COUNTY FIRE AUTHORITY
DC1920 – Online Performance Evaluation**

Proposals Received

Firm	First Year Cost Proposal	Firm	First Year Cost Proposal
<i>Promantak Inc./Trakstar</i>	\$ 32,213	<i>Governmentjobs.com Inc./NEOGOV</i>	\$ 37,477
<i>Bullseye Engagement LLC</i>	\$ 84,977	<i>Silkroad Technology & HRMS</i>	\$ 87,334
<i>Cornerstone On Demand</i>	\$ 86,050	<i>HRE/Tenzinga</i>	\$399,184
<i>CRG/EmPerform</i>	\$ 45,816	<i>Aspire HR Inc.</i>	\$135,776
<i>Halogen Software</i>	\$ 64,557		

Evaluation Scores

	Neogov						Promantak/Trakstar					
Cost Proposal	37,477.00						32,213.00					
Evaluators	1	2	3	4	5	6	1	2	3	4	5	6
A. Method of Approach (30)	30	30	25	30	30	28	25	25	20	30	30	30
B. Qualifications & Experience (20)	20	20	18	20	17	20	16	10	15	20	20	20
C. Technical Capabilities (25)	25	25	22	20	25	23	20	18	18	25	25	25
D. Proposed Costs (25)	21.5	21.5	21.5	21.5	21.5	21.5	25.0	25.0	25.0	25.0	25.0	25.0
Sum of Proposal Scores	96.5	96.5	86.5	91.5	93.5	92.5	86.0	78.0	78.0	100.0	100.0	100.0
Individual Ranking	1	1	1	2	2	2	2	3	2	1	1	1
Sum of Written Ranking	9						10					
Demonstrations (50)	50	0	47	40	0	45	35	0	40	30	45	48
Sum of both written & presentation	146	96	133	131	93	137	121	78	118	130	145	148
Individual Ranking w/demo	1	1	1	1	3	2	2	3	2	2	1	1
Sum of Ranking w/Interview	9						11					
	Corporate Renaissance/CRG emPerform						Cornerstone OnDemand					
Cost Proposal Year 1	45,816.00						\$86,050.00					
Evaluators	1	2	3	4	5	6	1	2	3	4	5	6
A. Method of Approach (30)	23	30	20	30	30	27	25	20	26	10	30	20
B. Qualifications & Experience (20)	14	20	10	15	15	20	18	15	21	10	20	15
C. Technical Capabilities (25)	14	25	15	20	25	25	20	20	20	20	25	20
D. Proposed Costs (25)	17.6	17.6	17.6	17.6	17.6	17.6	9.4	9.4	9.4	9.4	9.4	9.4
Sum of Proposal Scores	68.6	92.6	62.6	82.6	87.6	89.6	72.4	64.4	76.4	49.4	84.4	64.4
Individual Ranking	4	2	4	3	3	3	3	5	3	6	4	6
Sum of Written Ranking	19						27					
Demonstrations (50)	40	0	47	40	42	35	N/A	N/A	N/A	N/A	N/A	N/A
Sum of both written & presentation	109	93	110	123	130	125	72	64	76	49	84	64
Individual Ranking w/demo	3	2	3	3	2	3	4	5	4	6	4	6
Sum of Ranking w/Interview	16						29					

	Silkroad Technology & HRMS (Business Partners)						Bullseye Evaluation					
Cost Proposal Year 1	87,334.00						84,977.00					
Evaluators	1	2	3	4	5	6	1	2	3	4	5	6
A. Method of Approach (30)	12	15	13	30	30	15	15	15	20	15	20	20
B. Qualifications & Experience (20)	8	8	12	10	20	15	10	5	10	10	18	10
C. Technical Capabilities (25)	18	5	15	10	25	10	15	15	19	10	25	20
D. Proposed Costs (25)	9.2	9.2	9.2	9.2	9.2	9.2	9.5	9.5	9.5	9.5	9.5	9.5
Sum of Proposal Scores	47.2	37.2	49.2	59.2	84.2	49.2	49.5	44.5	58.5	44.5	72.5	59.5
Individual Ranking	8	7	8	5	5	9	7	6	5	7	8	7
Sum of Written Ranking	42						40					
	HRE/Tenzinga						Aspire HR					
Cost Proposal	399,184.00						135,776.28					
Evaluators	1	2	3	4	5	6	1	2	3	4	5	6
A. Method of Approach (30)	0	0	0	15	24	25	20	0	18	10	27	20
B. Qualifications & Experience (20)	18	0	17	10	20	20	12	0	14	10	20	20
C. Technical Capabilities (25)	12	0	0	15	15	10	20	0	18	10	25	20
D. Proposed Costs (25)	2.0	2.0	2.0	2.0	2.0	2.0	5.9	5.9	5.9	5.9	5.9	6.0
Sum of Proposal Scores	32.0	2.0	19.0	42.0	61.0	57.0	57.9	5.9	55.9	35.9	77.9	66.0
Individual Ranking	9	9	9	8	9	8	6	8	6	9	7	5
Written Sum of Ranking	52						41					
	Halogen Software											
Cost Proposal	64,557.60											
Evaluators	1	2	3	4	5	6						
A. Method of Approach (30)	20	20	10	30	22	25						
B. Qualifications & Experience (20)	14	15	13	15	20	16						
C. Technical Capabilities (25)	18	20	17	20	25	15						
D. Proposed Costs (25)	12.5	12.5	12.5	12.5	12.5	12.5						
Sum of Proposal Scores	64.5	67.5	52.5	77.5	79.5	68.5						
Individual Ranking	5	4	7	4	6	4						
Written Sum of Ranking	30											



REQUEST FOR BEST AND FINAL OFFER

RFP DC1920 – ONLINE PERFORMANCE EVALUATION SYSTEM

DATE BEST AND FINAL OFFERS REQUESTED: OCTOBER 9, 2014

**DUE DATE FOR BEST AND FINAL OFFER: OCTOBER 17, 2014 AT 3:00 P.M.
EXTENDED TO OCTOBER 24, 2014 AT 3:00 P.M.**

Your firm, Government.Jobs.com, Inc., submitted a proposal in response to the above referenced Request for Proposal (RFP) issued by the Orange County Fire Authority.

As part of the negotiation process, the Orange County Fire Authority is exercising the right to request a Best and Final Offer from the top ranking firm for further evaluation and consideration.

The purpose of the Best and Final Offer is to allow both OCFA and your firm to make any modifications to the terms of the contract before making the final decision in the award.

OCFA would like additional consideration from Government.Jobs.com, Inc. on the following items:

- ***Extend proposal to provide time for contract award***
- ***New pricing to bundle current insight enterprise license, onboarding, and performance evaluation (co-term contracts – current Insight contract term is from 10/1-09/30)***
- ***Discounted bundled pricing for three-year contract with no pre-pay requirement***

Please complete the attached price page and provide a response to the questions.

Best and Final Offers must be received by the Orange County Fire Authority - Purchasing Section no later than the deadline specified above. Please submit your response to this request via e-mail to: debbiecasper@ocfa.org.

The Best and Final Offer will further assist in making our final recommendation. Please complete the pricing page for further consideration. Contingent upon the outcome of the best and final offer, the contractual concerns need to be addressed. OCFA intends to use the standard Professional Services Agreement (PSA) provided in the RFP. No exceptions were identified in your submitted proposal. Please review the attached copy of the PSA and provide a red-line draft or suggestions for incorporating your service level agreement for consideration and legal review.

Thank you for your interest in doing business with Orange County Fire Authority.

Best Regards,

Debbie Casper

Debbie Casper, C.P.M., CPPB
Purchasing & Materials Manager

BEST AND FINAL PRICING PAGE

The initial NEOGOV proposal offered design, implementation, training, and 1st year maintenance cost for the online performance evaluation system for a total cost of \$37,477.

OCFA is request a Best and Final Offer (BAFO) for the online performance evaluation system, the *addition* of onboarding functionality and the *current* insight enterprise module. Please complete the pricing schedule below and answer the additional questions.

Development Implementation Cost		
DESCRIPTION OF SERVICES	Original Cost	BAFO
Design/Implementation Costs for Performance Evaluation: Includes cost to meet with OCFA project team staff, develop customized forms, adapt system to OCFA needs, develop user interfaces and implement system.	\$4,000.00	\$3,720.00
<i>Design/Implementation Costs for Onboarding Module</i>	N/A	\$2,325.00
Implementation Training Cost		
DESCRIPTION OF SERVICES	Original Cost	BAFO
Performance Evaluation Administrator Training	\$2,500.00	\$2,325.00
Onboarding Administrator Training	N/A	\$2,325.00
First Year Cost		
DESCRIPTION OF SERVICES	Original Cost	BAFO
Performance Evaluation License/Maintenance	\$30,977.00	\$28,808.00
<i>Onboarding License/Maintenance</i>	N/A	\$14,880.00
<i>Insight Enterprise License/Maintenance</i> <i>Current annual cost \$9,800 (10/1 – 9/30)</i>	N/A	\$9,114.00
First Year Cost	\$37,477.00	\$63,497.00

Annual Cost		
DESCRIPTION OF SERVICES	Year Two	Year Three
Performance Evaluation License/Maintenance	\$28,808.00	\$28,808.00
Onboarding License/Maintenance	\$14,880.00	\$14,880.00
Insight Enterprise License/Maintenance	\$9,114.00	\$9,114.00
2nd & 3rd Year Cost	\$58,802.00	\$58,802.00
Three Year Contract Amount		\$169,101.00

1. The current proposal expires 180 days from the date of submittal April 11, 2014. Can Government.Jobs.com extend Will you extend this date to allow OCFA to finalize a contract or replace this offer with the BAFO? Please provide information

NEOGOV Response – Yes. NEOGOV will honor all items from the original response as well as the BAFO pricing above through contract completion.

2. The original offer provided for a 7% discount for a three year prepayment. Would NEOGOV consider honoring the discount for a three year contract without the prepayment? If not a 7% discount, is there another offer NEOGOV is willing to offer?

NEOGOV Response – Yes. In lieu of a pre-payment discount, NEOGOV has applied a 7% discount off ALL items based on bundled pricing and we have extended this pricing for the 3 year period. Please note that this discount is based on OCFA's purchase of all 3 platforms.

3. Since OCFA is further considering the complete NEOGOV solution for online performance evaluation, onboarding and insight, we are requesting to have the licenses co-termed. Currently the insight Enterprise module is termed from October 1 through September 30th). Please indicate if you are willing to co-term the licenses and if so what the term will be.

NEOGOV Response – Yes. NEOGOV is happy to co-term all license items. In regards to term duration, our recommendation would be to set the new term based on estimated contract completion and then include a pro-rated amount for your existing Insight license as a separate line item. This way OCFA can continue using Insight throughout the contracting process.

TO THE ORANGE COUNTY FIRE AUTHORITY:

The Undersigned hereby amends the original proposal as indicated in this Best and Final Offer and shall provide Human Resources software applications in compliance with all terms, scope of work, conditions, specifications, and amendments in the Request for Proposal which is incorporated by reference as if fully set forth herein. The representations herein are made under penalty of perjury.

GovernmentJobs.Com, Inc. (d/b/a NEOGOV)

Name of Company

222 N Sepulveda Blvd, Ste 2000
Address

El Segundo
City

CA
State

90245
Zip

BEST AND FINAL OFFER

RFP DC1920 – ONLINE PERFORMANCE EVALUATION SYSTEM



Signature of Person Authorized to Sign

October 22, 2014

Date

Scott Letoumeau

President

Printed Name

Title

CONSENT CALENDAR - AGENDA ITEM NO. 5
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief
Business Services Department

SUBJECT: **Blanket Order Contract Increases and Renewals**

Summary:

Due to the changes in the Roles and Responsibilities Matrix effective July 1, 2014, this agenda item seeks approval to renew and adjust blanket order contracts for various supplies and services contracts as referenced on the attachment.

Recommended Action:

Approve and authorize the Purchasing Manager to renew and increase the blanket orders as recommended for McKesson Medical, Glaxo Smith Kline, West Pacific Medical Laboratory, Nikki's Flag Shoppe, Internal Affairs Connection, Inc., and Commercial Services Solutions.

Background:

For each of the blanket order contracts with the exception of West Pacific Medical Laboratory, the contracts were previously awarded based on the lowest priced responsive and responsible bids received. At the time of the contract awards, Executive Committee approval was not required by the Purchasing rules that were in place; however, subsequent changes in the Roles and Responsibilities Matrix resulted in the need to bring these contracts forward for Executive Committee approval of the renewal options (Attachment).

McKesson Medical - The emergency medical services (EMS) section is responsible for the supply of all pharmaceuticals for OCFA. A bid for pharmaceuticals was issued in December 2013 and six vendors submitted a bid. The blanket order contract for \$200,000 was awarded to McKesson Medical-Surgical, the lowest responsive, responsible bidder. The bid provided a one-year contract with four (4) additional one year renewal options. It is anticipated that this contract amount will be sustained for the remaining four optional years of the pricing contract. The contract allows for a CPI pricing increase not to exceed three (3) percent.

Glaxo Smith Kline (GSK) – The EMS section is also responsible for the supply of all vaccines required for OCFA. After sending out a bid, staff learned that while GSK would not participate in a bid process, they offered special pricing to OCFA based on a Public Customer Offer Contract. The pricing offered by GSK was substantially lower than the pricing received in the two bids received. All bids were rejected and a blanket order was established with GSK in the amount of \$35,000.

West Pacific Medical Laboratory – The EMS section established a small contract with West Pacific Medical Laboratory to provide laboratory services as part of the immunization and disease screening component of the employee wellness program. This year, the Orange County Public Health Agency is requiring that all Orange County emergency medical service agencies determine

the immunity titer status for both measles and varicella for all operations personnel. Due to these additional required services, staff is requesting to increase the current blanket order from \$2,000 to \$10,000 to meet the additional expenses for the required screenings.

Nikki's Flag Shoppe – The service center is responsible for the supply and disposal of flags required for OCFA. A bid for flags was issued in December 2011, and five (5) vendors submitted bids. A blanket order contract for \$10,000 was awarded to Nikki's Flag Shoppe, the lowest responsive, responsible bidder that met the specifications. The bid provided a one-year contract with four (4) additional one year renewal options. This contract amount did not originally include the purchase of flags for fire apparatus, which was recently approved by the Fire Chief. Staff is requesting an increase of \$5,000 to cover the purchase and restocking of the flags for the fire apparatus.

Internal Affairs Connections, Inc. - The human resources section is responsible for obtaining the pre-employment background investigation services. An RFP was issued in November 2010, and three (3) vendors submitted a proposal. The blanket order contract for \$99,000 was awarded to Internal Affairs Connections, Inc., the top ranked firm with the lowest responsive proposal. The proposal provided a one-year contract with four (4) additional one year renewal options. This request is for approval of the remaining renewal option provided in the contract.

Commercial Service Solutions - The property management section is responsible for maintaining the carpets and obtaining commercial carpet cleaning services required for OCFA. A bid for commercial carpet cleaning services was issued in November 2011 and four (4) vendors submitted a bid. The blanket order contract for \$80,000 was awarded to Commercial Service Solutions, the lowest responsive, responsible bidder that fully met the specifications. The bid provided a one-year contract with four (4) additional one year renewal options. There are two additional renewal options remaining on the contract.

Impact to Cities/County:

None

Fiscal Impact:

Sufficient funds are authorized in the FY 2014-15 Budget.

Staff Contact for Further Information:

Debbie Casper, Purchasing & Materials Manager
Business Services Department
debbiecasper@ocfa.org
(714) 573-6641

Attachment:

Schedule of Blanket Orders Proposed for Renewal

**Orange County Fire Authority
Proposed Blanket Order Renewals**

Vendors & Blanket Orders	Contract End Dates for Annual Renewal Options	Original BO Amount	New Annual Total
McKesson Medical <i>Purchase of Pharmaceuticals</i> B01483	<u>12/31/2014</u> 12/31/2015 12/31/2016 12/31/2017	\$200,000	\$200,000
Glaxo Smith Kline (GSK) <i>Purchase of Vaccines</i> B01482	<u>12/31/2014</u> 12/31/2015 12/31/2016 12/31/2017	\$ 35,000	\$ 35,000
West Pacific Medical Lab <i>Laboratory Services</i> B01396-2	<u>12/31/2014</u> 12/31/2015 12/31/2016 12/31/2017	\$ 2,000	\$ 10,000
Nikki's Flag Shoppe <i>Purchase and Disposal of Flags</i> B01400-2	<u>01/31/2015</u> 01/31/2016 01/31/2017 01/31/2018	\$ 10,000	\$ 15,000
Internal Affairs Connections, Inc. <i>Pre-Employment Background Investigation Services</i> B01320-3	<u>11/30/2014</u> 11/30/2015	\$ 99,000	\$ 99,000
Commercial Services Solutions <i>Commercial Carpet Cleaning Services</i> B01393-2	<u>11/30/2014</u> 11/30/2015 11/30/2016	\$ 80,000	\$ 80,000

CONSENT CALENDAR - AGENDA ITEM NO. 6
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Dave Thomas, Assistant Chief
Operations Department

SUBJECT: **Sole Source Purchase Order for Goodrich, Inc. (Helicopter) Rescue Hoist Assembly**

Summary:

This item is submitted for approval of a sole source for the purchase of an overhauled rescue hoist from Goodrich Inc.

Recommended Action:

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.

Background:

The OCFA Air Operations Program utilizes Goodrich helicopter rescue hoists for its aircraft. These hoists are used by OCFA helicopters to perform rescues in remote locations where a safe landing site is not available. The hoist can both insert rescuers and/or equipment into a location, and remove an injured person or OCFA personnel from remote or hazardous locations. The Goodrich hoist was selected due to their proven reliability and operational efficiency.

The Hoist Simulator Tower at Station 41 is equipped with a fully operational rescue hoist that is leased to the OCFA from Goodrich at a cost of one dollar per year. Goodrich has never sent us an invoice for the one dollar. When asked, their response has been that it cost more than a dollar to process the invoice. OCFA Air Operations has enjoyed this agreement for the past ten years. The simulator tower allows us to train on equipment and in an environment that is identical to our three hoist equipped aircraft. It provides an opportunity to train and practice in a safe and cost effective manner that allows hoist operators and rescuers to maintain a high level of proficiency.

Unfortunately, the leased hoist on the simulator tower is due for a ten-year overhaul. The base price for the overhaul is approximately \$190,000 plus the cost of additional parts and labor for worn or damaged components discovered during inspection. Goodrich has already advised us that they are not interested in absorbing the cost of the overhaul while maintaining the lease agreement. Air Operations staff has advised Goodrich that it was unlikely that OCFA could pay for the overhaul of a hoist that it did not own. After negotiating with Goodrich representatives, Air Operations staff was able to obtain a quote from Goodrich to sell the overhauled hoist to the OCFA for a total price of \$162,000. At this time, the cost of a new hoist is approximately \$210,000.

Impact to Cities/County:

None.

Fiscal Impact:

\$162,000 (budgeted)

Staff Contacts for Further Information:

Dave Thomas, Assistant Chief

Operations Department

Davethomas@ocfa.org

(714) 573-6012

David Steffen, Division Chief/Division 7

Operations Department

Davidsteffen@ocfa.org

(714) 5270537

Attachments:

None.

CONSENT CALENDAR - AGENDA ITEM NO. 7
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Dave Thomas, Assistant Chief
Operations Department

SUBJECT: **Award of Bid #RO1973 – Purchase of Helicopter Parts**

Summary

This agenda item is submitted for the approval of a three year blanket order contract for the purchase of helicopter parts to Rotorcraft, Heli-Mart, and Bell Textron for an annual aggregate amount not to exceed \$160,000.

Recommended Actions:

1. Approve and authorize the Purchasing Manager to establish blanket order contracts as follows: Rotorcraft - \$100,000, Heli-Mart - \$50,000 and Bell Textron - \$10,000 for an aggregate amount not to exceed \$160,000 annually.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the \$160,000 between the three vendors as requested by the department as long as the aggregate amount doesn't exceed \$160,000 annually.
3. At the beginning of year two and three, authorize the Purchasing Manager to increase the contracts for up to 2% or the Consumer Price Index (CPI) whichever is lower.

Background

The Air Operations Department is responsible for the maintenance and repair of all helicopters and air operations related equipment. The OCFA has an ongoing repair and maintenance plan for helicopters. As aircraft accumulate flight hours, ongoing maintenance and repair is required in order to keep OCFA helicopters functioning and performing at their best. This requires the ability to purchase parts and supplies as needed to complete these services. A multiple award is recommended to provide flexibility in obtaining the helicopter parts and supplies. A solicitation was issued as a routine process to replace the prior blanket order contracts established five years ago.

IFB Preparation and Recommendation for Award

On August 28, 2014, an Invitation for Bid (IFB) was issued and sent to 39 registered vendors. On September 23, 2014, the bid due date, four (4) bids were received. Based on the bid results, it is recommended that three contracts are awarded.

Rank	Vendor	Contract Amount	Discount off List Price
1	Rotorcraft – best price on majority	\$100,000	7%
2	Heli-Mart – second best pricing	\$ 50,000	7%
3	Bell Textron - manufacturer	\$ 10,000	5%

A bid from Rotor Tech International was not further considered because the bid submitted was only for a single line item.

The new contracts with Rotorcraft and Heli-Mart offer a greater discount off list price than the prior contracts which only offered a 5% discount.

By awarding multiple contracts, the department can request quotes from the two best ranked vendors and place orders with the vendor that offers the best price and delivery at the time of need. Parts will only be ordered from Bell Textron if the parts are not available from the first two vendors or if the lead-time is unacceptable.

Impact on Cities/County:

None

Fiscal Impact:

Funds for helicopter parts are included in the FY 2014/15 budget.

Staff Contacts for Further Information:

Dave Steffen, Division Chief/Division 7
Operations Department
davidsteffen@ocfa.org
(714) 891-8239

Debbie Casper, Purchasing Manager
Business Services Department
debbiecasper@ocfa.org
(714) 573-6641

Attachments:

None

CONSENT CALENDAR - AGENDA ITEM NO. 8
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Brian Stephens, Assistant Chief
Support Services Department

SUBJECT: **Award of Contract for Request for Proposal No. TO1953 – Banner Application and Database Support**

Summary:

This agenda item is submitted for the approval of a three year contract award for database administration and application support for the Banner Human Resources/Payroll and Financial system to Xerox Government Systems, LLC the number one ranked firm in the RFP process.

Recommended Actions:

1. Approve and authorize the Fire Chief to sign the Professional Services Agreement to establish a blanket order contract with Xerox Government Systems, LLC, for a three year contract period for a not to exceed amount of \$165,000 (\$55,000 per year).
2. Approve and authorize the Purchasing Manager to issue a separate purchase order for on-site functional training, not to exceed \$21,000, when funds become available in the approved budget.

Background:

The Banner system is central to the complex and widely integrated business, financial, and safety systems utilized by the OCFA. The Banner system is utilized for all Human Resources and payroll employee records and financial processes that include purchasing, accounts payable, general accounting, and accounts receivable modules.

OCFA information technology (IT) staff support dozens of business and safety systems in addition to the Banner system. The Banner system operates in an Oracle environment, so it is necessary to supplement staff resources with specialized professional services. OCFA is currently in the process of upgrading the Banner application to version 8.3, upgrading the server environment to Microsoft® Windows Server, and the Oracle Database to 11.2g.

RFP Preparation

On June 26, 2014, an RFP was issued to solicit proposals from firms qualified to provide Banner HRMS and payroll application and database support services and 538 firms were notified. On July 9, 2014, two firms attended the pre-proposal meeting remotely. Two proposals were received on July 22, 2014, one from Xerox Government Systems, LLC and one from Nyquest Consulting, the previous firm.

Negotiations & Results

As a result of final scoring, the evaluation committee recommended entering into negotiations with Xerox Government Systems, LLC to include an option for on-site functional training, contingent upon availability of funds. A Best and Final Offer (BAFO) request was sent and

received from Xerox Government Systems, LLC prior to the response due date of October 1, 2014.

Xerox has been supporting and providing technical and functional support on Banner software since 1991 and specifically remote database administrative technical services since 1999. Xerox provides a significant number of experienced staff and implemented the Banner software system at OCFA twenty years ago.

The Purchasing and Materials Manager confirms that the proposal and evaluation process was conducted in accordance with the OCFA's Purchasing Ordinance and all applicable rules and regulations. Based upon the evaluation committee's recommendation, staff is recommending contract award to Xerox Government Systems, LLC.

Impact on Cities/County:

Not Applicable.

Fiscal Impact:

Funds for this contract are included in the FY 2014/15, 2015/16 and 2016/17 operating budget.

Staff Contacts for Further Information:

Todd Muilenburg, Assistant Information Technology Manager
Support Services Department
toddmuilenburg@ocfa.org
(714) 573-6442

Debbie Casper, Purchasing Manager
Business Services Department
debbiecasper@ocfa.org
(714) 573-6641

Attachment:

Professional Services Agreement (on file with the Clerk of the Authority and available upon request)

CONSENT CALENDAR - AGENDA ITEM NO. 9
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Brian Stephens, Assistant Chief
Support Services Department

SUBJECT: **Emergency 9-1-1 Phone System and Voice Recording System Replacement Update**

Summary:

This report is submitted to the Executive Committee as a progress update to replace the OCFA's Emergency 9-1-1 Phone system, and 9-1-1 Voice Recording system.

Recommended Action:

Receive and file the report.

Background:

The OCFA's Emergency 9-1-1 telephone system was installed in 2004 and is reaching the end of its serviceability. Staff plans to replace it with a Vesta 4.0 9-1-1 phone system. The current 9-1-1 phone voice recording system will also be upgraded.

As of June 10, 2014, the OCFA had accrued \$740,000 in the California Office of Emergency Services (CalOES) Customer Premise Equipment (CPE) 9-1-1 funding allotment to pay for upgrading and replacing the 9-1-1 phone system servers, consoles, software and other equipment, and the 9-1-1 voice recording system. OCFA will spend no funds for this project. All vendor software, hardware, and professional services will be billed to the State and paid from the OCFA's CPE funding allotment with the CalOES.

The following vendors provided cost estimates through the State of California Master Purchase Agreement (MPA no. 5-12-58-01, agreement extended by State to expire on 12/31/2016).

- **AT&T** – Purchase the VESTA 4.0 A/B systems software, hardware for 18 positions, Aurora MIS system, and professional services for the amount not to exceed \$693,960.49.
- **Voice Print International (VPI)** – purchase software, hardware and professional services to for an amount not to exceed \$36,116.84.
- Total project cost not to exceed \$730,077.33.

While currently, the highest priority IT project is the completion of the Computer Aided Dispatch (CAD) system, staff is seeking approval of this project as to not delay its implementation when resources become available. Staff anticipates that it may take up to four months to complete the State's approval process, complete the subsequent ordering/delivery of the equipment, with installation and go live of the new systems estimated to occur in October 2015.

Impact to Cities/County:

None.

Fiscal Impact:

None. The full cost of the Emergency 9-1-1 phone and voice recording system replacement project will be paid by the CalOES CPE accrued funding allotment for OCFA.

Staff Contacts for Further Information:

David Anderson, Battalion Chief/Emergency Communications Center
Support Services Department
davesteffen@ocfa.org
(714) 573-6551

Joel Brodowski, Information Technology Manager
Support Services Department
joelbrodowski@ocfa.org
(714) 573-6421

Attachment:

Price Quotes



Quote Summary

DATE 12/30/2014

Customer Name

Orange County Fire Authority

Account Manager Jeff Cushman

System: VESTA

Phone 858-886-1140

AURORA MIS

Email jc6785@att.com

Number of Positions 18

Tax Exempt

Tax Rate

8.000%

VESTA		Equipment	\$	368,027.72
Includes:				
Number of Positions:	18	Taxable Equipment	\$	282,701.80
Installation				
Training		Tax	\$	22,616.14
		Installation and Training	\$	105,294.59
		Subtotal	\$	495,938.45
		Maintenance:		
	\$3,000.00	x 48 Months Maintenance Years 2-5	\$	144,000.00
		<i>Year 1 included with system</i>		
		System Total:		\$639,938.45
AURORA MIS		Equipment and Training	\$	33,788.75
Includes:				
Number of Positions:	18	Taxable Equipment	\$	33,788.75
Installation				
Training		Tax	\$	2,703.10
		Installation	\$	841.55
		Subtotal	\$	37,333.40
		Maintenance:		
	\$347.68	x 48 Months Maintenance Years 2-5	\$	16,688.64
		<i>Year 1 included with system</i>		
		System Total:		\$54,022.04
		Grand Total:		\$693,960.49
Customer to supply host network connectivity and high speed remote access				
Access to secure customer network or Customer adds DSL or other high speed connection				
This Quote Valid until	3/30/2015			

Customer: Orange County Fire Authority
 Contact: John Wieland
 Phone: 714-573-6421
 Job Location: 1 Fire Authority Rd
 Irvine, CA 92602
 Country:

VPI Rep: Jeff Visger

Proposal Date: 11/4/2014
 Proposal Valid Through: 6/4/2015

SOFTWARE:

QTY	PART NUMBER	DESCRIPTION	UNIT LIST	EXT. LIST	UNIT NET	EXT. NET
1	VPI-VersionUpgrade	Upgrade current version of owned VPI licenses (call recording) to latest version. Upgrade is for 105 channels that are currently under Platinum software support & maintenance. Current version and platform are approximately 5 years old. 98% DISCOUNT applied to this item.	\$43,800	\$43,800	\$0	\$0

DATA COLLECTORS:

1	VP-FF-I	FactFinder interaction data collector: appends data, events and allows call control from customer system to VPI's recorded interaction. API or database connector.	\$2,500	\$2,500	\$1,625	\$1,625
1	VP-MOSC	Mobile OS Monitoring Client (iOS6 or higher and Windows Mobile)	\$1,900	\$1,900	\$0	\$0

VPI Software SUBTOTAL:			\$48,200	(\$44,440)	\$1,625
Software Discount (on New Licenses):			35.0%	(\$1,540)	
Software Credits:				(\$42,900)	
EFFECTIVE TOTAL DISCOUNT RATE ON LIST SOFTWARE:			92.2%		

1ST YEAR SUPPORT & MAINTENANCE:

QTY	PART NUMBER	DESCRIPTION	UNIT LIST	EXT. LIST	UNIT NET	EXT. NET
		Under current maintenance contract As a % of List Price.			\$0	\$0

1st Year Support & Maintenance SUBTOTAL: \$0

HARDWARE & 3rd PARTY SOFTWARE:

QTY	PART NUMBER	DESCRIPTION	UNIT LIST	EXT. LIST	UNIT NET	EXT. NET
1	VP-2U-PS	Dell R520 - 2U Chassis - Win2008 Server (Raid 1: Dual 1TB Drives). External DVD archiving drive. Dual Power Supplies. 3 voiceboard slots available.	\$4,100	\$4,100	\$4,100	\$4,100
2	VP-5U-PS	Dell R620 - 5U Chassis - Win2008 Server (Raid 1: Dual 1TB Drives). External DVD archiving drive. Dual Power Supplies. 6 voiceboard slots available.	\$4,700	\$9,400	\$4,700	\$9,400
1	VP-SSU	V-Portal version 5.x single server upgrade. Adds a 2nd RAID 1 configuration (500 GB Drives) to base server. 1 for OS and apps; 1 for DB and V-Portal.	\$600	\$600	\$600	\$600
1	VP-4TB-UPG	Upgrade base server with an additional 3 * 4TB HDDs (RAID 1 w/hot spare) for 4 TB of on-line Storage.	\$2,700	\$2,700	\$2,700	\$2,700
1	VP-Digital-24S	24 Port Digital Interface Card.	\$1,200	\$1,200	\$1,200	\$1,200
4	VP-Analog-24S	24 Port Analog Interface Card.	\$860	\$3,440	\$860	\$3,440

Hardware (includes 12 months of Priority Replacement warranty) SUBTOTAL: \$21,440
 Upgrade 1st year hardware warranty to include Next Business Day On-Site support: \$858

Hardware with extended warranty SUBTOTAL: \$22,298

IMPLEMENTATION & PROFESSIONAL SERVICES:

QTY	PART NUMBER	DESCRIPTION	DAILY RATE (LIST)	EXTENDED (LIST)	DAILY RATE (NET)	EXTENDED (NET)
2	VP-OSI	Installation Daily Rate: (Business Hours)	\$1,840	\$3,680	\$1,840	\$3,680
2	VP-OST	Training Daily Rate: (Business Hours)	\$1,800	\$3,600	\$1,800	\$3,600
1	VP-PS-FF-I	Professional services to work with VPI's API, database connector or URL Monitoring to tag events and up to 10 data elements to recorded interaction from Tritech CAD.	\$2,000	\$2,000	\$2,000	\$2,000

Professional Services SUBTOTAL: \$9,280

FIXED BID EXPENSES:

Fixed Bid T&E based on estimate of 2 trip(s); for a total of 2 people days on site: \$700
Shipping and Production Services: \$300

	Fixed Bid SUBTOTAL:	\$1,000	
TOTAL PROPOSAL:	\$78,643	(\$44,440)	\$34,203

Tax \$1,913.84
Total 36,116.84

Additional Notes:

Complete hardware (boards and Servers)and software uprgade to Empower 911 5.x, adding CAD integration and mobile app for Live monitoring. Software upgrade covered under current maintenance contract.

ALL PRICING IS CONSIDERED BUDGETARY. CUSTOMER ENVIRONMENT MUST BE VALIDATED FOR FINAL PRICING TO BE CONFIRMED.

All prices are in US dollars.

Pricing is for VPI software and services only and does not include any 3rd party product or services that may apply, if applicable.

Price does not include applicable taxes. Customer will be invoiced separately for these costs.

System does not include computer peripherals (monitor, keyboard, mouse, etc...). To be provided by the customer

Services for International implementations are exclusive of travel and associated expenses. Customer will be invoiced separately for these costs.

Shipping and production services includes all travel and expenses for installation and training services purchased.

All services take place during normal business hours, unless otherwise noted.

12 months of support & maintenance quoted above will be added to remaining months of current support contract, if applicable.

This information is confidential and proprietary to Voice Print International, Inc. (dba "VPI"), is intended for review and use by the named customer / prospect only and is not to be shared with any third parties without VPI's prior written consent

CONSENT CALENDAR - AGENDA ITEM NO. 10
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Brian Stephens, Assistant Chief/Support Services Department

SUBJECT: **Sole Source Blanket Order Extension and Increase – AssetWorks Fleet Management System**

Summary:

Due to the changes in the Roles and Responsibilities Matrix effective July 1, 2014, this agenda item seeks approval of a sole source blanket order contract increase and renewal with AssetWorks Inc. for the maintenance and support of the AssetWorks Fleet Management software.

Recommended Actions:

1. Approve and authorize the Purchasing Manager to extend the sole source blanket order contract (B01170) in the amount of \$12,085.50 for one year.
2. Authorize two additional contract renewals, with an annual price increase not to exceed 5% of the prior year.

Background:

On October 23, 2008, the Executive Committee approved a contract to purchase and implement the AssetWorks (formerly Maximus) fleet management system. The Executive Committee approved a one year software maintenance agreement for \$7,522 and authorized three additional renewals with an annual cost not to exceed 5% over the prior year. This maintenance agreement amount was based on the initial Active Equipment Units (AEU) of 450. Currently the number of AEU's in the system has increased to 525 units.

Sole Source and Blanket Order Modification Justification

Since the software for the fleet management system is proprietary, continuing annual software maintenance for this system is only provided through AssetWorks Inc. making it a sole source. This maintenance includes product, updates, enhancements, and unlimited email and telephone support.

Impact to Cities/County:

None

Fiscal Impact:

Sufficient funds are authorized in the FY 2014/15 Budget.

Staff Contact for Further Information:

Joel Brodowski, IT Manager
Support Services Department
joelbrodowski@ocfa.org
714-573-6071

Attachments:

None.

CONSENT CALENDAR – AGENDA ITEM NO. 11
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Brian Stephens, Assistant Chief
Support Services Department

SUBJECT: **Contract Increase Fire Station Alarm System Integration Project**

Summary:

This item is submitted for approval to amend and increase the contract for the Fire Station Alarm System Integration Project with Westnet, Inc.

Recommended Action:

Approve and authorize the Second Amendment to the Professional Services Agreement with Westnet, Inc., for additional alerting components and station repairs at an increased cost of \$163,342.77 for a new total value of \$1,330,258.60.

Background:

At its August 22, 2013, meeting, the Executive Committee approved a contract with Westnet, Inc., for the purchase and installation of new fire station alarm systems and turn-out timers at all 72 OCFA fire stations and the Regional Fire Operation and Training Center (RFOTC) for a total cost of \$1,166,915.83. Costs were based on an inventory of systems and on-site inspections at a sample group of fire stations.

In July 2014, a First Amendment was approved by the former Fire Chief, Keith Richter to modify the confidentiality section of the Professional Services Agreement. This was done because during the development of the TriTech to Westnet Station alerting interface, it was necessary that Westnet proprietary information be exposed to OCFA staff for testing purposes. Executive Committee approval was not required as there was no increase of cost to the contract.

This requested Second Amendment and increase is for additional parts and labor needed during the project including extensive repairs to the electronic infrastructure, so it would function with the new station alarm systems at 37 of the Fire Stations, a 2nd turn-out timer installed at six of the larger fire stations, and upgrading the Radio Interface Controller installed at the RFOTC Data Center to integrate backup alerting through both ‘radio cells’ of the 800MHz radio system. These additional parts and labor could not be anticipated when the original project cost was established since, in some cases, the needed repairs were not known until existing equipment was dismantled to begin making the upgrades. In other cases, the needs were identified after upgrades were complete and testing was performed.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

The proposed increase in the contract will be paid from existing 2014/15 CIP funds for the Public Safety Systems project.

Staff Contact for Further Information:

Joel Brodowski, Information Technology Manager
joelbrodowski@ocfa.org
(714) 573-6421

Attachments:

1. Professional Services Agreement (On file with the Clerk and available upon request.)
2. First Amendment (On file with the Clerk and available upon request.)
3. Second Amendment

**SECOND AMENDMENT
TO
PROFESSIONAL SERVICES AGREEMENT WITH
WESTNET, INC.**

THIS SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT ("Second Amendment") is made and entered into this ____ day of _____, 2014 by and between the Orange County Fire Authority, a public agency, hereinafter referred to as "OCFA", and Westnet, Inc., a California Corporation, hereinafter referred to as "Westnet".

RECITALS

WHEREAS, OCFA and Westnet entered into that certain Professional Services Agreement dated as of August 22, 2013, which is incorporated herein by this reference (the "Original Agreement"); and

WHEREAS, OCFA and Westnet entered into that certain First Amendment to the Original Agreement on *July 17, 2014* and

WHEREAS, OCFA and Westnet desire, by this Second Amendment, to modify, amend and supplement certain portions of the Original Agreement, as amended by the First Amendment.

NOW, THEREFORE, the parties hereby agree as follows:

AGREEMENT

1. Westnet will provide to OCFA the RIC Upgrade, Additional Alerting Components, and Station Repairs set forth in the following table and at the prices listed therein.

RIC Upgrade	Amount
Radio Interface Controller Upgrade	\$51,640.00
Installation / Technical Support	\$7,166.00
Sales Tax	\$4,131.20
<hr/>	
Additional Alerting Components	Amount
Turnout Timer (Medium)	\$5,250.00
Installation Supplies and Conduits for Turnout Timers	\$4,470.00
Installation for Turnout Timers	\$2,250.00
MCU Rack Mount Kit	\$9,896.40
Installation for MCU Rack Mount Kit	\$5,100.00
TOA MIC Preamp, 600 Ohm Single Input	\$6,112.41

Installation for TOA MIC Preamp, 600 Ohm Single Input	\$2,512.50
First-In MCU Radio Interface Cable – Spectra	\$537.51
Installation Supplies for TOA MIC Preamp, Isolation Blocks, and Barrier Strips	\$260.00
Installation Supplies for Control Remotes	\$88.50
Isolation Block	\$1,495.00
Installation for Isolation Blocks	\$1,035.00
Barrier Strip	\$5,888.20
Installation for Barrier Strips	\$10,620.00
Control Remote with External Power Supply	\$3,585.75
Installation for Control Remotes	\$1,680.00
Sales Tax	\$3,006.70

Additional Alerting Components II

Amount

Station 18: Install turnout timer to run wire-free hanging between main building and App Bay. Ran conduit on the main building to underneath building and going up to tele-room. Ran conduit in App Bay to turnout timer.	\$2,030.00
Station 21: Ran new speaker 2-conductor cable at 14 locations in station to replace audio cable	\$2,604.00
Station 21: Additional Outside Speakers - existing attenuators were not working, requiring station to be re-cabled. Price includes speakers, installation at discounted rate of \$80/hr	\$3,820.00
Sales Tax	\$36.80

Station Repairs

Amount

Station 17: Volume Issues	\$1,045.00
Station 62: Bad speaker not related to Westnet's product	\$190.00
Station 74: Lighting issues and replaced in-house relay	\$522.50
Station 75: Light bar wiring	\$665.00
Station 64: Audio not present at half of the station	\$760.00
Station 39: Intermittent audio	\$1,045.00
Station 46: Zoning issues (The captain had approved the previous set up)	\$380.00
Station 47: Audio not present at half of the station	\$380.00
Station 63: Low audio and lighting issues - not related to Westnet's products	\$1,187.50
Station 31: Replace customer's AMP	\$190.00
Station 25: Turnout timer verification	\$142.50
Station 32: Volume Issues	\$95.00
Station 63: Volume Issues	\$95.00
Station 30: Volume Issues	\$142.50
Station 60: Volume Issues	\$95.00
Station 33: Volume Issues	\$237.50
Station 73: Audio not working	\$237.50
Station 22: Alerting Issues	\$190.00
System Integration Resolution - Engineering	\$12,325.00
Station 27: Lighting and radio audio issues during core install	\$294.00

Station 43: Bad coil in App Bay, no DC voltage to dorm bathroom, wrong AMP wire connected to the volume control in the truck dorm, and install new cable	\$905.00
Station 53: Radio issue and low volume	\$294.00
Station 27: Radio and audio issues	\$1,381.80
Station 8: No dispatch audio, cut over existing radio cable, troubleshoot hum issue, run temporary radio cable	\$500.00
Station 44: Doorbell Repair	\$168.00
Station 43: Volume control issues and no audio in dorm	\$905.00
Station 44: Audio issues	\$210.00
Station 71: Volume issues	\$84.00
Station 55: Zoning lights and alerts missing	\$336.00
Station 43: Zoning lights	\$294.00
Station 29: Connect cables and dress program control remote with 8 relays	\$798.00
Station 62: Audio zoning issues at dorm area	\$336.00
Station 66: Return with electrician to correct the lighting issue	\$160.00
Station 37: Trouble with lights, built barrier for 9 light relays, radio audio issues, transformer for hum removal, and ran new cable	\$756.00
Station 70: No audio in dorms	\$235.00
Station 7: Station on pagers all night. OCFA Troy device down. App Bay Audio intermittent had damaged cable	\$545.00

TOTAL \$163,342.77

2. The Original Agreement contract price of \$1,166,915.83 (One Million One Hundred Sixty Six Thousand Nine Hundred Fifteen Dollars and Eighty Three Cents) is hereby increased by the amount of \$163,342.77 (One Hundred Sixty Three Thousand Three Hundred Forty Two Dollars and Seventy Seven Cents) as stated above. As amended, the total contract price is now \$1,330,258.60 (One Million Three Hundred Thirty Thousand Two Hundred Fifty Eight Dollars and Sixty Cents).

3. Section 3.1 of the Original Agreement is hereby amended and restated in its entirety, to read as follows:

"3.1 Cost for Services and Equipment.

The purchase price to OCFA for all hardware, software, software licensing fees and all related services provided by Westnet pursuant to this Agreement is \$1,330,258.60 (One Million Three Hundred Thirty Thousand Two Hundred Fifty Eight Dollars and Sixty Cents). This dollar figure includes all cost and license fees for software, hardware and related services, including maintenance and support for a period of one year following system-wide acceptance. Thereafter, beginning 13th months after system-wide acceptance, Westnet agrees to provide annual Maintenance and Support Services to OCFA at a price not to exceed \$43,677.75 (Forty Three Thousand Six Hundred Seventy Seven Dollars and Seventy Five Cents) ("Initial Period")."

4. Attachment B to the Original Agreement, is hereby replaced by the

amended and restated Attachment B (Westnet Milestone Payment Schedule) attached hereto, and incorporated by this reference.

5. Except as expressly provided above, all other terms and conditions of the Original Agreement, as amended by the First Amendment, shall remain in full force and effect.

6. Corporate Authority. The persons executing this Second Amendment on behalf of the parties hereto warrant that they are duly authorized to execute this Second Amendment on behalf of said parties and that by so executing this Second Amendment the parties hereto are formally bound to the provisions of this Second Amendment.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the dates stated below.

“OCFA”

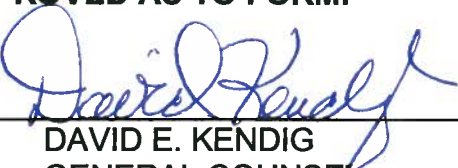
ORANGE COUNTY FIRE AUTHORITY

Date: _____

By: _____
Jeff Bowman, Interim Fire Chief

APPROVED AS TO FORM.

ATTEST:

By: 
DAVID E. KENDIG
GENERAL COUNSEL

Sherry A.F. Wentz
Clerk of the Board

Date: 11/12/14

“WESTNET”

Westnet, Inc.

Date: November 11, 2014

By: 
Dawn Matheny
Chief Financial Officer

DISCUSSION CALENDAR – AGENDA ITEM NO. 12
EXECUTIVE COMMITTEE MEETING
November 20, 2014

TO: Executive Committee, Orange County Fire Authority

FROM: Jeremy Hammond, Human Resources Director

SUBJECT: **Contract Increase and Extension – Professional Labor Negotiation Services**

Summary:

This item is submitted for approval to increase the value and extend the term of the contract for professional labor negotiation services.

Recommended Actions:

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.

Background:

At its October 16, 2014, meeting, the Executive Committee requested this item be continued to this evening's meeting.

At its December 11, 2013, meeting, the Board of Directors appointed Peter Brown of Liebert Cassidy Whitmore to serve as OCFA's professional labor negotiator. The professional services agreement was approved for an initial total of \$100,000, plus an approved contingency of \$50,000 to be used, if needed, in the event negotiations required more hours of service than initially anticipated. This initial contract value was estimated primarily for negotiations with the Orange County Professional Firefighters Association, Local 3631 (OCPFA), which had a Memorandum of Understanding (MOU) scheduled for expiration on June 30, 2014.

Subsequent to appointing Mr. Brown, the Board authorized an extension of OCPFA's MOU through October 31, 2014, to allow more time for completion of negotiations for a successor MOU. In addition, the Board authorized Mr. Brown to initiate negotiations with the Orange County Employees Association (OCEA) for a successor MOU on behalf of the General and Supervisory Unit employees. OCEA's current MOU will expire on December 18, 2014.

From December 2013 through October 2014, Mr. Brown has attended monthly meetings with the OCFA Board of Directors, and numerous planning and strategy meetings with OCFA Executive Management. In addition, he led approximately 15 negotiation meetings with OCPFA, and four meetings with OCEA, most of which were either half-day or full-day meetings. Negotiations with OCPFA resulted in successful member ratification and Board approval of a new one-year MOU, and negotiations with OCEA are progressing well.

Since the Board has provided additional direction to Mr. Brown regarding negotiation activities that they want him to pursue over the following year, staff is requesting to increase the contract value by \$100,000 and to extend the term through December 31, 2015, to provide time and funding for completion of the additional negotiation activities. To-date, we have spent \$127,900 against the existing contract value of \$150,000.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

The proposed increase in the contract value was not anticipated in the FY 2014/15 Budget; therefore, a budget adjustment is required to fund this contract. The budget adjustment will be requested with the mid-year adjustments that will be submitted to the Board of Directors in March 2015.

Staff Contact for Further Information:

Jeremy Hammond, Human Resources Director
jeremyhammond@ocfa.org
(714) 573-6018

Attachment:

Original Professional Services Agreement (On file in the office of the Clerk and available upon request.)