



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

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

### EXECUTIVE COMMITTEE

### REGULAR MEETING

Thursday, January 15, 2015

6:00 P.M.

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road

Irvine, CA 92602

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

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



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

### CALL TO ORDER

INVOCATION by OCFA Chaplain Jeff Hetschel

PLEDGE OF ALLEGIANCE by Director Lalloway

### ROLL CALL

**1. 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](http://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****FIRE CHIEF'S REPORT****2. MINUTES****A. Minutes from the November 20, 2014, Special Executive Committee Meeting**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**3. CONSENT CALENDAR**

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

**A. Monthly Investment Reports**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Receive and file the reports.

**B. Updated Broker/Dealer List**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Approve the proposed Broker/Dealer List to include the following three firms:

- FTN Financial
- Raymond James
- UBS Financial Services

**C. Blanket Order Contract Increase - External Collection Agency**

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

Recommended Action:

Approve and authorize the Purchasing Manager to increase the annual blanket order with Southwest Collection Services, Inc. from \$5,000 to \$7,000 annually.

**D. Award of RFP #DC1925 - Fire Turnout Clothing**

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

Recommended Action:

Approve and authorize the Purchasing Manager to establish a three-year blanket order contract with Allstar Fire Equipment for a three year aggregate amount not to exceed \$1,200,000 (\$400,000 annually).

**E. Purchase of Scott Air Cylinders Bid #RO1932**

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

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Allstar Fire Equipment, in the amount of \$102,698.28, in accordance with the pricing offered in bid #RO1932 for the purchase of 150 Scott 30-minute carbon air cylinders and valves.

**F. Award of Bid #RO1976 - Fire Rescue Tools and Equipment**

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

Recommended Actions:

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

**G. Contract Extension and Increase Request - Audio Equipment Rental**

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

Recommended Action:

Authorize the Purchasing Manager to increase the contract amount for GMF Sound, Inc. by \$15,000 for a total amount not to exceed \$35,000 and extend the contract until August 31, 2015.

**H. Contract Extension and Increase Request - Data Network Storage Hardware**

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

Recommended Action:

Authorize the Purchasing Manager to increase the contract amount for Hewlett Packard by \$14,344 for an amount not to exceed \$24,000 and extend the contract until December 31, 2015.

**I. Sole Source Contract Renewal - Information Management Technologies**

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

Recommended Action:

Authorize the Purchasing Manager to increase the annual contract amount for Information Management Technologies from \$149,000 to \$164,000 for the contract ending April 30, 2015, and to extend the term for an additional three years at an amount not to exceed \$164,000 per year.

**J. Contract Extension and Increase Request - Internet Service Provider**

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

Recommended Action:

Authorize the Purchasing Manager to increase Blanket Order 0808-8 for Global Capacity (formerly Megapath Corporation) from \$37,000 to \$43,000 for the contract ending February 28, 2015, and to extend the contract for an additional three years at an amount not to exceed \$43,000 per year.

**K. Blanket Order Contract Renewals – Property Management**

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

Recommended Action:

Approve and authorize the Purchasing Manager to renew and increase the blanket orders for Sweinhart Electric Company, DMS Facility Services, Pacific Compliance, and Kidde Fire Trainers.

**L. Sole Source Blanket Order Contract Request – A2Z Fire Apparatus**

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

Recommended Actions:

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

**M. Award of Bid #DC1957 - Purchase of Four 100' Tractor Drawn Aerial Quints**

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

Recommended Actions:

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

**N. Award of Bid #MD1942 – Fire Apparatus Maintenance Repair and Parts**

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

Recommended Actions:

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

**O. Award of Bid #JA1987 – Purchase of Five Chevrolet Tahoes**

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

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Penske Chevrolet, in the amount of \$186,559.75 (includes tax), all in accordance with Bid #JA1987.

**P. Sole Source Purchase Order - Helicopter Rescue Hoist Assembly**

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.

**Q. Award of Bid #RO1980 - Fitness Equipment Maintenance and Repair**

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Actions:

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

**R. Federal Lobbying Contract Renewal**

Submitted by: Sandy Cooney, Communications Director

Recommended Action:

Approve and authorize the Fire Chief to execute the Professional Services Agreement with Holland & Knight for up to three one-year renewals and to approve an increase of no more than 3% in year two or three.

**END OF CONSENT CALENDAR****4. PUBLIC HEARING(S)**

No items.

**5. DISCUSSION CALENDAR****A. Contract Increase - Purchase of Five Type I Engines**

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to process \$64,016.62 for two change orders increasing P0008275 for the purchase of five Type I Engines for a total not to exceed amount of \$2,637,553.27.
2. Approve and authorize the Purchasing Manager to issue a purchase order to KME in the amount of \$2,138,152.76 for the purchase of four additional Type I Engines.

**B. Blanket Order Contract Increase & Renewal - General Counsel Services**

Submitted by: Jeff Bowman, Fire Chief

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase BO1267 with Woodruff Spradlin & Smart by \$120,000 for three months of services (December 2014 - February 2015) during the remainder of the contract year.
2. Approve and authorize the Purchasing Manager to renew the blanket order with Woodruff Spradlin & Smart for one year (March 1, 2015 - February 28, 2016) at an amount of \$475,000.
3. Direct staff to increase the annual budget for legal services from \$375,000 to \$475,000 in the Mid-year Budget Adjustments that will be submitted to the Board in March 2015.
4. Direct staff to prepare an analysis of options relating to legal services during 2015 and return to the Executive Committee for review of recommendations, prior to review with the Board of Directors. The analysis should include:
  - a. A review of advantages/disadvantages related to hiring a full-time staff attorney for specialized labor-related services (labor negotiations, MOU legalities, personnel investigations, etc.), and potentially also including general contract law.
  - b. A review of advantages/disadvantages related to hiring a full-time staff attorney for General Counsel Services vs. OCFA's historical practice of using contract services.

**C. Director Request for Preparation of Pension Report**

Submitted by: Rick Barnett, OCFA Director

Recommended Action:

Review the request and provide direction to staff regarding preparation of any additional reports.

**COMMITTEE MEMBER COMMENTS****CLOSED SESSION**

No items.

**ADJOURNMENT** – The next regular meeting of the Executive Committee is scheduled for Thursday, February 19, 2015, 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 8<sup>th</sup> day of January 2015.

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

**UPCOMING MEETINGS:**

Board of Directors Meeting	Thursday, January 22, 2015, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, February 3, 2015, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, February 11, 2015, 12:00 noon
Claims Settlement Committee Meeting	Thursday, February 19, 2015, 5:30 p.m.
Executive Committee Meeting	Thursday, February 19, 2015, 6:00 p.m.



# MINUTES ORANGE COUNTY FIRE AUTHORITY

**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**

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## **CALL TO ORDER**

A special meeting of the Orange County Fire Authority Executive Committee was called to order on November 20, 2014, at 5:04 p.m. by Chair Murray.

## **INVOCATION**

Chaplain Robert Benoun 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  
Gene Hernandez, Yorba Linda  
Trish Kelley, Mission Viejo  
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	General Counsel David Kendig
Deputy Chief Craig Kinoshita	Assistant Chief Lori Smith
Assistant Chief Brian Stephens	Assistant Chief Dave Thomas
Assistant Chief Lori Zeller	Human Resources Director Jeremy Hammond
Clerk of the Authority Sherry Wentz	Communications Director Sandy Cooney

## **PRESENTATIONS**

There were no items for Presentation.

## **PUBLIC COMMENTS (F: 12.02A3)**

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

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

Budget and Finance Committee Chair Bressette reported at the November 5, 2014, meeting of the Budget and Finance Committee, the Committee discussed and voted unanimously to send the Monthly Investment Report and the First Quarter Financial Newsletter – July 2014 to *September 2014* to the Executive Committee for its approval. Additionally, the Committee voted unanimously to send the Annual Statement of Investment Policy and Investment Authorization, Audited Financial Reports for the Fiscal Year Ended June 30, 2014, Updated Cost Reimbursement Rates and Methodologies, and the FY 2013/14 Backfill/Overtime and Total Earnings/Compensation Analysis to the Board of Directors for its approval.

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

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

## **MINUTES**

### **1. Minutes from the October 16, 2014, Special Executive Committee Meeting (F: 12.02A)**

On motion of Director Bressette and second by Director Weinberg, the Executive Committee voted unanimously to approve the Minutes from the October 16, 2014, Special Executive Committee meeting.

## **CONSENT CALENDAR**

Agenda Item Nos. 6, 8, 10, and 11 were pulled for separate consideration.

### **2. Monthly Investment Reports (F: 11.10D2)**

On motion of Vice Chair Hernandez and second by Director Weinberg, the Executive Committee voted unanimously to receive and file the reports as presented.

**3. First Quarter Financial Newsletter – July 2014 to September 2014 (F: 15.07)**

On motion of Vice Chair Hernandez and second by Director Weinberg, the Executive Committee voted unanimously to receive and file the report.

**4. Award of Contract for Request for Proposal No. DC1920 – Online Performance Evaluation Software (F: 19.08A2a5)**

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

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 Renewals (F: 15.09F)**

On motion of Vice Chair Hernandez and second by Director Weinberg, the Executive Committee voted unanimously to 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 (F: 19.10)**

Assistant Chief Thomas pulled this item from the Consent Calendar to continue it to a future date.

On motion of Director Bressette and second by Director Weinberg, the Executive Committee voted unanimously to continue the item to a future meeting.

**7. Award of Bid #RO1973 – Purchase of Helicopter Parts (F: 19.10)**

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

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 (F: 19.08A7)**

Director Hatch pulled this item from the Consent Calendar for separate consideration. He asked staff to explain of the 538 firms notified, why were only two firms in attendance of the pre-proposal meeting.

Assistant Chief Zeller reported there are relatively few businesses that are qualified to provide this type of payroll application and database support services.

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

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.

**9. Emergency 9-1-1 Phone System and Voice Recording System Replacement Update (F: 18.04E)**

On motion of Vice Chair Hernandez and second by Director Weinberg, the Executive Committee voted unanimously to receive and file the report.

**10. Sole Source Blanket Order Extension and Increase – AssetWorks Fleet Management System (F: 19.08A8)**

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

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.

Director Spitzer abstained.

**11. Contract Increase Fire Station Alarm System Integration Project (F: 19.07C)**

Director Spitzer pulled this item to clarify the bidding process and need for the Amendment.

On motion of Director Hernandez and second by Director Weinberg, the Board voted unanimously to 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.

#### **CLOSED SESSION (F: 11.15)**

General Counsel David Kendig reported the Committee would be convening to Closed Session to consider the matter on the Agenda identified as CS1, Conference with Legal Counsel – Anticipated Litigation.

#### **CS1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

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

Chair Murray recessed the meeting to Closed Session at 5:26 p.m.

Chair Murray reconvened the meeting at 6:06 p.m., with all members present.

#### **CLOSED SESSION REPORT (F: 11.15)**

General Counsel David Kendig indicated the Board took no reportable action.

#### **DISCUSSION CALENDAR**

#### **12. Contract Increase and Extension – Professional Labor Negotiation Services**

(F: 17.10J1)

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

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 (F: 12.02A7)**

There were no items to report.

**COMMITTEE MEMBER COMMENTS (F: 12.02A4)**

The Committee Members deferred their comments to the Board Meeting which followed.

**ADJOURNMENT** – Chair Murray adjourned the meeting at 6:07 p.m. The next regular meeting of the Executive Committee is scheduled for Wednesday, January 14, 2015, at 12 noon.

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



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3A  
Consent Calendar

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**Monthly Investment Reports**

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**Contact(s) for Further Information**

Patricia Jakubiak, Treasurer  
Treasury & Financial Planning

[Triciajakubiak@ocfa.org](mailto:Triciajakubiak@ocfa.org)

714.573.6301

**Summary**

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

**Prior Board/Committee Action**

This item has been scheduled for Budget and Finance Committee consideration at its January 14, 2015, meeting; however, at the time of publication the action by the Committee had not yet taken place. The Budget and Finance Committee action will be reported verbally at the Executive Committee meeting.

**Recommended Action(s)**

Receive and file the reports.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

Attached are the final monthly investment reports for the months ended October 31, 2014, and November 30, 2014, and preliminary investment report as of December 19, 2014.

**Attachment(s)**

1. Final Investment Report – November 2014/Preliminary Report – December 2014
2. Final Investment Report – October 2014/Preliminary Report – November 2014

# *Orange County Fire Authority Monthly Investment Report*



*Final Report – November 2014*

*Preliminary Report – December 2014*





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***Orange County Fire Authority***

***Final Investment Report***

***November 30, 2014***



**EXECUTIVE SUMMARY**

***Portfolio Activity & Earnings***

During the month of November 2014, the size of the portfolio decreased further to \$128.7 million from \$133.9 million. Significant receipts for the month included the first apportionment of secured property taxes for \$9.7 million, a cash contract payment for \$3.1 million, and various charges for current services and intergovernmental agency payments totaling \$2.2 million. Significant disbursements for the month included primarily two biweekly payrolls, which were approximately \$9.3 million each with related benefits. Total November cash outflows for operating expenditures amounted to approximately \$20.8 million. The portfolio's balance is expected to increase significantly in the following month as the next major apportionments of property taxes are scheduled for December.

In November, the portfolio's yield to maturity (365-day equivalent) edged up by 1 basis point to 0.28%. The effective rate of return, on the other hand, decreased by 2 basis points to 0.27% for the month and stayed unchanged at 0.27% for the fiscal year to date. The average maturity of the portfolio shortened further by 9 days to 179 days to maturity.

***Economic News***

The U.S. economic activity continued to pick up moderately in November 2014, although overall activity remained mixed. Employment conditions strengthened further. There were a total of 321,000 new jobs created in November, a much stronger job growth pace than expected. In addition, a net increase of 44,000 jobs was adjusted for the previous two months. The unemployment rate stayed unchanged at 5.8%. Retail sales posted a stronger increase than forecasted for November, even though consumer confidence measures were mixed for the month. Non-manufacturing activity increased more than expected while the manufacturing sector declined slightly, albeit still at a strong level. Industrial production came in stronger than expected while durable goods orders unexpectedly dropped. Energy prices continued to decline causing inflation to stay low. The NFIB (National Federation of Independent Business) small business optimism index increased. Housing activity stayed mixed and slow. On December 17, 2014, at the second day of the Federal Open Market Committee's scheduled meeting, the Fed voted to keep the federal funds rate unchanged at a target range of 0 – 0.25%. The Committee upgraded its outlook on the economy slightly. However, it also stated that "it can be patient in beginning to normalize the stance of monetary policy."



**BENCHMARK COMPARISON AS OF NOVEMBER 30, 2014**

<i>3 Month T-Bill:</i> 0.02%	<i>1 Year T-Bill:</i> 0.13%
<i>6 Month T-Bill:</i> 0.07%	<i>LAIF:</i> 0.26%
<i>OCFA Portfolio:</i> 0.27%	

**PORTFOLIO SIZE, YIELD, & DURATION**

	<u><i>Current Month</i></u>	<u><i>Prior Month</i></u>	<u><i>Prior Year</i></u>
<i>Book Value-</i>	\$128,741,870	\$133,906,613	\$103,368,721
<i>Yield to Maturity (365 day)</i>	0.28%	0.27%	0.38%
<i>Effective Rate of Return</i>	0.27%	0.29%	0.39%
<i>Days to Maturity</i>	179	188	298



**ORANGE COUNTY FIRE AUTHORITY  
Portfolio Management  
Portfolio Summary  
November 30, 2014**

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

(See Note 1 on page 9)

(See Note 2 on page 9)

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM/C 360 Equiv.</b>	<b>YTM/C 365 Equiv.</b>
Money Mkt Mutual Funds/Cash	8,430,959.24	8,430,959.24	8,430,959.24	6.57	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	12,000,000.00	11,996,160.00	11,997,330.00	9.35	105	58	0.115	0.117
Federal Agency Coupon Securities	24,888,888.78	24,827,421.00	24,894,543.80	19.40	1,520	825	0.746	0.756
Federal Agency Disc. -Amortizing	33,000,000.00	32,997,580.00	32,996,952.36	25.71	135	51	0.060	0.060
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	38.97	1	1	0.257	0.261
<b>Investments</b>	<b>128,319,848.02</b>	<b>128,261,184.44</b>	<b>128,319,785.40</b>	<b>100.00%</b>	<b>340</b>	<b>179</b>	<b>0.271</b>	<b>0.275</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	516,250.75	516,250.75	516,250.75		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>128,836,098.77</b>	<b>128,777,435.19</b>	<b>128,836,036.15</b>		<b>340</b>	<b>179</b>	<b>0.271</b>	<b>0.275</b>

<b>Total Earnings</b>	<b>November 30 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	29,400.03	170,220.21
<b>Average Daily Balance</b>	<b>132,123,225.41</b>	<b>152,479,566.08</b>
<b>Effective Rate of Return</b>	<b>0.27%</b>	<b>0.27%</b>

"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 Jakubiak, Treasurer

*12/5/14*

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 128,836,036.15
GASB 31 Adjustment to Books (See Note 3 on page 9)	\$ (94,166.47)
<b>Total</b>	<b>\$ 128,741,869.68</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**November 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	YTMC 365	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS528	528	High Mark 100% US Treasury MMF			8,430,959.24	8,430,959.24	8,430,959.24	0.001	0.001	1	
<b>Subtotal and Average</b>			<b>10,435,712.50</b>		<b>8,430,959.24</b>	<b>8,430,959.24</b>	<b>8,430,959.24</b>		<b>0.001</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>											
36959JP56	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,996,940.00	5,997,680.00	0.160	0.162	87	02/26/2015
36960MMX8	838	GEN ELEC CAP CRP		10/31/2014	6,000,000.00	5,999,220.00	5,999,650.00	0.070	0.071	30	12/31/2014
<b>Subtotal and Average</b>			<b>11,996,774.16</b>		<b>12,000,000.00</b>	<b>11,996,160.00</b>	<b>11,997,330.00</b>		<b>0.117</b>	<b>58</b>	
<b>Federal Agency Coupon Securities</b>											
3133ECM76	809	Federal Farm Credit Bank (Callable anytime)		04/25/2013	9,000,000.00	8,984,880.00	8,997,069.36	0.400	0.424	508	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,999,280.00	6,000,000.00	1.000	0.981	982	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 12-9-14)		12/20/2012	9,000,000.00	8,954,550.00	9,008,661.28	1.000	0.966	1,074	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	888,888.78	888,711.00	888,813.16	0.470	0.477	462	03/07/2016
<b>Subtotal and Average</b>			<b>24,894,575.28</b>		<b>24,888,888.78</b>	<b>24,827,421.00</b>	<b>24,894,543.80</b>		<b>0.756</b>	<b>825</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,999,370.00	8,998,650.00	0.090	0.093	60	01/30/2015
313396AN3	836	Freddie Mac		10/08/2014	7,000,000.00	6,999,650.00	6,999,707.36	0.035	0.036	43	01/13/2015
313396CZ4	837	Freddie Mac		10/27/2014	8,000,000.00	7,998,560.00	7,998,640.00	0.060	0.062	102	03/13/2015
313385R99	834	Fed Home Loan Bank		09/11/2014	9,000,000.00	9,000,000.00	8,999,955.00	0.045	0.046	4	12/05/2014
<b>Subtotal and Average</b>			<b>34,796,163.47</b>		<b>33,000,000.00</b>	<b>32,997,580.00</b>	<b>32,996,952.36</b>		<b>0.060</b>	<b>51</b>	
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.261	0.261	1	
<b>Subtotal and Average</b>			<b>50,000,000.00</b>		<b>50,000,000.00</b>	<b>50,009,064.20</b>	<b>50,000,000.00</b>		<b>0.261</b>	<b>1</b>	
<b>Total and Average</b>			<b>132,123,225.41</b>		<b>128,319,848.02</b>	<b>128,261,184.44</b>	<b>128,319,785.40</b>		<b>0.275</b>	<b>179</b>	

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

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
<b>Money Mkt Mutual Funds/Cash</b>										
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	231,250.75	231,250.75	231,250.75		0.000	1
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>			<b>132,123,225.41</b>		<b>128,836,098.77</b>	<b>128,777,435.19</b>	<b>128,836,036.15</b>		<b>0.275</b>	<b>179</b>

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**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of December 1, 2014**

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

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value	
Aging Interval:	0 days	( 12/01/2014 - 12/01/2014 )	6 Maturities	0 Payments	58,947,209.99	45.75%	58,947,209.99	58,956,274.19
Aging Interval:	1 - 30 days	( 12/02/2014 - 12/31/2014 )	2 Maturities	0 Payments	15,000,000.00	11.64%	14,999,605.00	14,999,220.00
Aging Interval:	31 - 60 days	( 01/01/2015 - 01/30/2015 )	2 Maturities	0 Payments	16,000,000.00	12.42%	15,998,357.36	15,999,020.00
Aging Interval:	61 - 91 days	( 01/31/2015 - 03/02/2015 )	1 Maturities	0 Payments	6,000,000.00	4.66%	5,997,680.00	5,996,940.00
Aging Interval:	92 - 121 days	( 03/03/2015 - 04/01/2015 )	1 Maturities	0 Payments	8,000,000.00	6.21%	7,998,640.00	7,998,560.00
Aging Interval:	122 - 152 days	( 04/02/2015 - 05/02/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	153 - 183 days	( 05/03/2015 - 06/02/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	184 - 274 days	( 06/03/2015 - 09/01/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	( 09/02/2015 - 12/01/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	( 12/02/2015 - 11/30/2017 )	4 Maturities	0 Payments	24,888,888.78	19.32%	24,894,543.80	24,827,421.00
Aging Interval:	1096 days and after	( 12/01/2017 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
<b>Total for</b>			<b>16 Investments</b>	<b>0 Payments</b>		<b>100.00</b>	<b>128,836,036.15</b>	<b>128,777,435.19</b>



**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 (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 November 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 November 30, 2014 is included on the following page.



## State of California Pooled Money Investment Account Market Valuation 11/30/2014

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch.		
<b>United States Treasury:</b>				
Bills	\$ 10,538,667,444.97		\$ 10,546,275,000.00	NA
Notes	\$ 18,513,014,023.84		\$ 18,543,501,500.00	\$ 22,694,052.50
<b>Federal Agency:</b>				
SBA	\$ 553,499,874.74		\$ 548,921,194.35	\$ 505,566.51
MBS-REMICs	\$ 106,043,915.39		\$ 113,799,308.91	\$ 505,203.42
Debentures	\$ 1,859,336,454.92		\$ 1,858,423,600.00	\$ 3,706,154.50
Debentures FR	\$ -		\$ -	\$ -
Discount Notes	\$ 1,099,463,750.00		\$ 1,099,927,000.00	NA
GNMA	\$ -		\$ -	\$ -
Supranational Debentures	\$ 450,249,234.19		\$ 450,669,000.00	\$ 514,159.00
CDs and YCDs FR	\$ -		\$ -	\$ -
Bank Notes	\$ 400,000,000.00		\$ 399,885,438.88	\$ 132,888.88
CDs and YCDs	\$ 6,850,026,364.38		\$ 6,847,124,343.87	\$ 4,180,201.41
Commercial Paper	\$ 4,919,049,528.28		\$ 4,919,582,669.15	NA
<b>Corporate:</b>				
Bonds FR	\$ -		\$ -	\$ -
Bonds	\$ -		\$ -	\$ -
Repurchase Agreements	\$ -		\$ -	\$ -
Reverse Repurchase	\$ -		\$ -	\$ -
Time Deposits	\$ 4,986,240,000.00		\$ 4,986,240,000.00	NA
AB 55 & GF Loans	\$ 9,554,876,467.74		\$ 9,554,876,467.74	NA
<b>TOTAL</b>	<b>\$ 59,830,467,058.45</b>		<b>\$ 59,869,225,522.90</b>	<b>\$ 32,238,226.22</b>

Fair Value Including Accrued Interest   \$           59,901,463,749.12

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



***Orange County Fire Authority***  
***Preliminary Investment Report***  
***December 19, 2014***



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Summary**  
**December 19, 2014**

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

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

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM/C 360 Equiv.</b>	<b>YTM/C 365 Equiv.</b>
Money Mkt Mutual Funds/Cash	18,248,993.55	18,248,993.55	18,248,993.55	8.71	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	12,000,000.00	11,997,360.00	11,998,058.34	5.73	105	39	0.115	0.117
Federal Agency Coupon Securities	24,888,888.78	24,755,175.45	24,894,502.55	11.89	1,520	806	0.746	0.756
Federal Agency Disc. -Amortizing	104,320,000.00	104,295,324.00	104,296,139.45	49.80	109	80	0.081	0.083
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	23.87	1	1	0.257	0.261
<b>Investments</b>	<b>209,457,882.33</b>	<b>209,305,917.20</b>	<b>209,437,693.89</b>	<b>100.00%</b>	<b>241</b>	<b>138</b>	<b>0.197</b>	<b>0.200</b>
<b>Cash</b> <span style="float:right">(See Note 4 on page 18)</span>								
Passbook/Checking (not included in yield calculations)	260,969.43	260,969.43	260,969.43		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>209,718,851.76</b>	<b>209,566,886.63</b>	<b>209,698,663.32</b>		<b>241</b>	<b>138</b>	<b>0.197</b>	<b>0.200</b>

<b>Total Earnings</b>	<b>December 19 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	19,301.65	189,521.86
<b>Average Daily Balance</b>	<b>152,044,822.55</b>	<b>152,431,542.09</b>
<b>Effective Rate of Return</b>	<b>0.24%</b>	<b>0.26%</b>

"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 Jakubiak*      *12/26/14*  
 Patricia Jakubiak, Treasurer

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 209,698,663.32
GASB 31 Adjustment to Books (See Note 3 on page 18)	\$ (94,166.47)
<b>Total</b>	<b>\$ 209,604,496.85</b>

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**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**December 19, 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/C 365	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS528	528	High Mark 100% US Treasury MMF			18,248,993.55	18,248,993.55	18,248,993.55	0.001	0.001	1	
<b>Subtotal and Average</b>			<b>10,962,035.22</b>		<b>18,248,993.55</b>	<b>18,248,993.55</b>	<b>18,248,993.55</b>		<b>0.001</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>											
36959JPS6	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,997,600.00	5,998,186.67	0.160	0.162	68	02/26/2015
36960MMX8	838	GEN ELEC CAP CRP		10/31/2014	6,000,000.00	5,999,760.00	5,999,871.67	0.070	0.071	11	12/31/2014
<b>Subtotal and Average</b>			<b>11,997,713.33</b>		<b>12,000,000.00</b>	<b>11,997,360.00</b>	<b>11,998,058.34</b>		<b>0.117</b>	<b>39</b>	
<b>Federal Agency Coupon Securities</b>											
3133ECM76	809	Federal Farm Credit Bank (Callable anytime)		04/25/2013	9,000,000.00	8,972,820.00	8,997,180.50	0.400	0.424	489	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,983,080.00	6,000,000.00	1.000	0.981	963	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 1-9-15)		12/20/2012	9,000,000.00	8,911,800.00	9,008,505.74	1.000	0.966	1,055	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	888,888.78	887,475.45	888,816.31	0.470	0.477	443	03/07/2016
<b>Subtotal and Average</b>			<b>24,894,522.09</b>		<b>24,888,888.78</b>	<b>24,755,175.45</b>	<b>24,894,502.55</b>		<b>0.756</b>	<b>806</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313312AQ3	845	Farm Credit Disc Note		12/18/2014	5,000,000.00	4,999,750.00	4,999,783.34	0.060	0.062	26	01/15/2015
313312FH8	846	Farm Credit Disc Note		12/18/2014	9,000,000.00	8,995,860.00	8,995,135.00	0.140	0.144	139	05/08/2015
313588AP0	843	Fed Natl Mortg Assoc		12/09/2014	2,085,000.00	2,084,895.75	2,084,956.56	0.030	0.031	25	01/14/2015
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,999,280.00	8,999,077.50	0.090	0.093	41	01/30/2015
313396AN3	836	Freddie Mac		10/08/2014	7,000,000.00	6,999,720.00	6,999,836.67	0.035	0.036	24	01/13/2015
313396CZ4	837	Freddie Mac		10/27/2014	8,000,000.00	7,998,160.00	7,998,893.33	0.060	0.062	83	03/13/2015
313396AP8	841	Freddie Mac		12/08/2014	5,235,000.00	5,234,738.25	5,234,890.94	0.030	0.031	25	01/14/2015
313396ED1	847	Freddie Mac		12/18/2014	9,000,000.00	8,996,760.00	8,997,086.25	0.105	0.108	111	04/10/2015
313396FX6	848	Freddie Mac		12/18/2014	9,000,000.00	8,995,500.00	8,995,027.50	0.130	0.134	153	05/22/2015
313396GM9	849	Freddie Mac		12/18/2014	9,000,000.00	8,994,870.00	8,994,363.75	0.135	0.139	167	06/05/2015
313384BV0	839	Fed Home Loan Bank		12/04/2014	9,000,000.00	8,998,920.00	8,999,175.00	0.060	0.062	55	02/13/2015
313384DP1	840	Fed Home Loan Bank		12/04/2014	9,000,000.00	8,997,570.00	8,998,302.50	0.070	0.072	97	03/27/2015
313384AP4	842	Fed Home Loan Bank		12/09/2014	6,000,000.00	5,999,700.00	5,999,916.67	0.020	0.021	25	01/14/2015
313384AP4	844	Fed Home Loan Bank		12/18/2014	8,000,000.00	7,999,600.00	7,999,694.44	0.055	0.057	25	01/14/2015
<b>Subtotal and Average</b>			<b>54,190,551.90</b>		<b>104,320,000.00</b>	<b>104,295,324.00</b>	<b>104,296,139.45</b>		<b>0.083</b>	<b>80</b>	
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.261	0.261	1	
<b>Subtotal and Average</b>			<b>50,000,000.00</b>		<b>50,000,000.00</b>	<b>50,009,064.20</b>	<b>50,000,000.00</b>		<b>0.261</b>	<b>1</b>	

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**December 19, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
		Total and Average	152,044,822.55		209,457,882.33	209,305,917.20	209,437,693.89		0.200	138



**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**December 19, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
<b>Money Mkt Mutual Funds/Cash</b>										
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	-24,030.57	-24,030.57	-24,030.57	(See Note 4 on page 18)	0.000	1
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>			<b>152,044,822.55</b>		<b>209,718,851.76</b>	<b>209,566,886.63</b>	<b>209,698,663.32</b>		<b>0.200</b>	<b>138</b>



**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of December 20, 2014**

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

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	( 12/20/2014 - 12/20/2014 )	6 Maturities	0 Payments	68,509,962.98	32.67%	68,509,962.98	68,519,027.18
Aging Interval:	1 - 30 days	( 12/21/2014 - 01/19/2015 )	7 Maturities	0 Payments	39,320,000.00	18.75%	39,318,950.29	39,318,164.00
Aging Interval:	31 - 60 days	( 01/20/2015 - 02/18/2015 )	2 Maturities	0 Payments	18,000,000.00	8.58%	17,998,252.50	17,998,200.00
Aging Interval:	61 - 91 days	( 02/19/2015 - 03/21/2015 )	2 Maturities	0 Payments	14,000,000.00	6.67%	13,997,080.00	13,995,760.00
Aging Interval:	92 - 121 days	( 03/22/2015 - 04/20/2015 )	2 Maturities	0 Payments	18,000,000.00	8.58%	17,995,388.75	17,994,330.00
Aging Interval:	122 - 152 days	( 04/21/2015 - 05/21/2015 )	1 Maturities	0 Payments	9,000,000.00	4.29%	8,995,135.00	8,995,860.00
Aging Interval:	153 - 183 days	( 05/22/2015 - 06/21/2015 )	2 Maturities	0 Payments	18,000,000.00	8.58%	17,989,391.25	17,990,370.00
Aging Interval:	184 - 274 days	( 06/22/2015 - 09/20/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	( 09/21/2015 - 12/20/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	( 12/21/2015 - 12/19/2017 )	4 Maturities	0 Payments	24,888,888.78	11.87%	24,894,502.55	24,755,175.45
Aging Interval:	1096 days and after	( 12/20/2017 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
<b>Total for</b>			<b>26 Investments</b>	<b>0 Payments</b>		<b>100.00</b>	<b>209,698,663.32</b>	<b>209,566,886.63</b>



**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.

# *Orange County Fire Authority Monthly Investment Report*



*Final Report – October 2014*

*Preliminary Report – November 2014*



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***Orange County Fire Authority***

***Final Investment Report***

***October 31, 2014***



**EXECUTIVE SUMMARY**

***Portfolio Activity & Earnings***

During the month of October 2014, the size of the portfolio decreased significantly from \$148.1 million to \$133.9 million. Significant receipts for the month included cash contract payments, a property tax apportionment, and various charges for current services and intergovernmental agency payments totaling \$7.9 million. Significant disbursements for the month included primarily two biweekly payrolls, which were approximately \$9.7 million each with related benefits. Total October cash outflows for operating expenditures amounted to approximately \$23.0 million. The portfolio's balance is expected to decrease slightly further in November.

In October, the portfolio's yield to maturity (365-day equivalent) decreased by 2 basis points to 0.27%. The effective rate of return, on the other hand, increased by 1 basis point to 0.29% for the month and also edged up by 1 basis point to 0.27% for the fiscal year to date. The average maturity of the portfolio shortened slightly by 2 days to 188 days to maturity.

***Economic News***

The U.S. economic activity improved and picked up moderately in October 2014. Although overall activity remained mixed, more positive economic indicators were posted for the month. Employment conditions continued to strengthen in October. There were a total of 214,000 new jobs created in October, albeit a slightly higher number had been expected for the month. However, a combined increase of 31,000 new jobs was also adjusted for the previous two months. The unemployment rate also continued to improve, dropping further by 1 basis point to 5.8% from 5.9% previously. Retail sales reversed and increased slightly better than expected. Consumer confidence increased with both the Conference Board Consumer Confidence Index and the University of Michigan Consumer Sentiment Index rising in October. Manufacturing activity expanded more than expected while the non-manufacturing sector pulled back slightly. After a strong increase in September, industrial production declined slightly by 0.1% in October. Energy prices continued to drop in October keeping inflation down. On October 29, 2014, at the second day of the Federal Open Market Committee's scheduled meeting, the Fed voted to keep the federal funds rate unchanged at a target range of 0 – 0.25%. The Committee also upgraded its outlook on the economy and, as widely expected, voted to end its asset purchase program in October.



**BENCHMARK COMPARISON AS OF OCTOBER 31, 2014**

<i>3 Month T-Bill:</i> 0.02%	<i>1 Year T-Bill:</i> 0.10%
<i>6 Month T-Bill:</i> 0.05%	<i>LAIF:</i> 0.26%
<i>OCFA Portfolio:</i> 0.29%	

**PORTFOLIO SIZE, YIELD, & DURATION**

	<u><i>Current Month</i></u>	<u><i>Prior Month</i></u>	<u><i>Prior Year</i></u>
<i>Book Value-</i>	\$133,906,613	\$148,128,923	\$105,949,618
<i>Yield to Maturity (365 day)</i>	0.27%	0.29%	0.38%
<i>Effective Rate of Return</i>	0.29%	0.28%	0.35%
<i>Days to Maturity</i>	188	190	308





**ORANGE COUNTY FIRE AUTHORITY  
Portfolio Management  
Portfolio Summary  
October 31, 2014**

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

(See Note 1 on page 9)

(See Note 2 on page 9)

<b>Investments</b>	<b>Par Value</b>	<b>Market Value</b>	<b>Book Value</b>	<b>% of Portfolio</b>	<b>Term</b>	<b>Days to Maturity</b>	<b>YTM/C 360 Equiv.</b>	<b>YTM/C 365 Equiv.</b>
Money Mkt Mutual Funds/Cash	5,183,930.00	5,183,930.00	5,183,930.00	3.87	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	12,000,000.00	11,993,520.00	11,996,180.00	8.95	105	88	0.115	0.117
Federal Agency Coupon Securities	24,888,888.78	24,748,687.67	24,894,608.93	18.57	1,520	855	0.746	0.756
Federal Agency Disc. -Amortizing	42,000,000.00	41,997,330.00	41,995,245.69	31.32	134	65	0.060	0.061
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	37.29	1	1	0.257	0.261
<b>Investments</b>	<b>134,072,818.78</b>	<b>133,932,531.87</b>	<b>134,069,964.62</b>	<b>100.00%</b>	<b>334</b>	<b>188</b>	<b>0.264</b>	<b>0.267</b>
<b>Cash</b> (See Note 4 on page 9)								
Passbook/Checking (not included in yield calculations)	-69,184.82	-69,184.82	-69,184.82		0	0	0.000	0.000
<b>Total Cash and Investments</b>	<b>134,003,633.96</b>	<b>133,863,347.05</b>	<b>134,000,779.80</b>		<b>334</b>	<b>188</b>	<b>0.264</b>	<b>0.267</b>

<b>Total Earnings</b>	<b>October 31 Month Ending</b>	<b>Fiscal Year To Date</b>
Current Year	35,622.52	140,820.18
Average Daily Balance	143,349,138.32	157,444,527.22
Effective Rate of Return	0.29%	0.27%

"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, Treasurer

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 134,000,779.80
GASB 31 Adjustment to Books (See Note 3 on page 9)	\$ (94,166.47)
<b>Total</b>	<b>\$ 133,906,613.33</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**October 31, 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/C 365	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS528	528	High Mark 100% US Treasury MMF		(See Note 4 on page 9)	5,183,930.00	5,183,930.00	5,183,930.00	0.001	0.001	1	
<b>Subtotal and Average</b>			<b>7,984,769.44</b>		<b>5,183,930.00</b>	<b>5,183,930.00</b>	<b>5,183,930.00</b>		<b>0.001</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>											
36959JP56	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,995,380.00	5,996,880.00	0.160	0.162	117	02/26/2015
36960MMX8	838	GEN ELEC CAP CRP		10/31/2014	6,000,000.00	5,998,140.00	5,999,300.00	0.070	0.071	60	12/31/2014
<b>Subtotal and Average</b>			<b>8,802,877.10</b>		<b>12,000,000.00</b>	<b>11,993,520.00</b>	<b>11,996,180.00</b>		<b>0.117</b>	<b>88</b>	
<b>Federal Agency Coupon Securities</b>											
3133ECM76	809	Federal Farm Credit Bank (Callable anytime)		04/25/2013	9,000,000.00	8,975,430.00	8,996,893.87	0.400	0.424	538	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,950,800.00	6,000,000.00	1.000	0.981	1,012	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 11-9-14)		12/20/2012	9,000,000.00	8,934,120.00	9,008,906.88	1.000	0.966	1,104	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	888,888.78	888,337.67	888,808.18	0.470	0.477	492	03/07/2016
<b>Subtotal and Average</b>			<b>36,177,496.72</b>		<b>24,888,888.78</b>	<b>24,748,687.67</b>	<b>24,894,608.93</b>		<b>0.756</b>	<b>855</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313589N58	831	Fed Natl Mortg Assoc		07/01/2014	9,000,000.00	9,000,000.00	8,999,910.00	0.060	0.062	6	11/07/2014
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,999,370.00	8,997,975.00	0.090	0.093	90	01/30/2015
313396AN3	836	Freddie Mac		10/08/2014	7,000,000.00	6,999,580.00	6,999,503.19	0.035	0.036	73	01/13/2015
313396CZ4	837	Freddie Mac		10/27/2014	8,000,000.00	7,998,560.00	7,998,240.00	0.060	0.062	132	03/13/2015
313385R99	834	Fed Home Loan Bank		09/11/2014	9,000,000.00	8,999,820.00	8,999,617.50	0.045	0.046	34	12/05/2014
<b>Subtotal and Average</b>			<b>40,383,012.22</b>		<b>42,000,000.00</b>	<b>41,997,330.00</b>	<b>41,995,245.69</b>		<b>0.061</b>	<b>65</b>	
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.261	0.261	1	
<b>Subtotal and Average</b>			<b>50,000,982.85</b>		<b>50,000,000.00</b>	<b>50,009,064.20</b>	<b>50,000,000.00</b>		<b>0.261</b>	<b>1</b>	
<b>Total and Average</b>			<b>143,349,138.32</b>		<b>134,072,818.78</b>	<b>133,932,531.87</b>	<b>134,069,964.62</b>		<b>0.267</b>	<b>188</b>	

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**October 31, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
<b>Money Mkt Mutual Funds/Cash</b>										
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	-354,184.82	-354,184.82	-354,184.82	(See Note 4 on page 9)	0.000	1
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>0</b>
<b>Total Cash and Investments</b>			<b>143,349,138.32</b>		<b>134,003,633.96</b>	<b>133,863,347.05</b>	<b>134,000,779.80</b>		<b>0.267</b>	<b>188</b>

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**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of November 1, 2014**

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

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value	
Aging Interval:	0 days	( 11/01/2014 - 11/01/2014 )	6 Maturities	0 Payments	55,114,745.18	41.13%	55,114,745.18	55,123,809.38
Aging Interval:	1 - 30 days	( 11/02/2014 - 12/01/2014 )	1 Maturities	0 Payments	9,000,000.00	6.72%	8,999,910.00	9,000,000.00
Aging Interval:	31 - 60 days	( 12/02/2014 - 12/31/2014 )	2 Maturities	0 Payments	15,000,000.00	11.19%	14,998,917.50	14,997,960.00
Aging Interval:	61 - 91 days	( 01/01/2015 - 01/31/2015 )	2 Maturities	0 Payments	16,000,000.00	11.94%	15,997,478.19	15,998,950.00
Aging Interval:	92 - 121 days	( 02/01/2015 - 03/02/2015 )	1 Maturities	0 Payments	6,000,000.00	4.48%	5,996,880.00	5,995,380.00
Aging Interval:	122 - 152 days	( 03/03/2015 - 04/02/2015 )	1 Maturities	0 Payments	8,000,000.00	5.97%	7,998,240.00	7,998,560.00
Aging Interval:	153 - 183 days	( 04/03/2015 - 05/03/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	184 - 274 days	( 05/04/2015 - 08/02/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	( 08/03/2015 - 11/01/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	( 11/02/2015 - 10/31/2017 )	3 Maturities	0 Payments	15,888,888.78	11.85%	15,885,702.05	15,814,567.67
Aging Interval:	1096 - 1825 days	( 11/01/2017 - 10/31/2019 )	1 Maturities	0 Payments	9,000,000.00	6.72%	9,008,906.88	8,934,120.00
Aging Interval:	1826 days and after	( 11/01/2019 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
<b>Total for</b>			<b>17 Investments</b>	<b>0 Payments</b>		<b>100.00</b>	<b>134,000,779.80</b>	<b>133,863,347.05</b>



**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 (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 October 31, 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 October 31, 2014 is included on the following page.

**State of California**  
**Pooled Money Investment Account**  
**Market Valuation**  
**10/31/2014**

Description	Carrying Cost Plus		Fair Value	Accrued Interest		
	Accrued Interest	Purch.				
<b>United States Treasury:</b>						
Bills	\$	11,138,020,722.75	\$	11,146,519,500.00	NA	
Notes	\$	18,513,242,596.54	\$	18,535,692,500.00	\$	20,423,885.50
<b>Federal Agency:</b>						
SBA	\$	561,088,301.66	\$	556,484,910.43	\$	512,473.75
MBS-REMICs	\$	107,647,621.64	\$	115,348,260.67	\$	512,618.92
Debentures	\$	2,059,410,921.24	\$	2,058,696,450.00	\$	2,952,711.40
Debentures FR	\$	-	\$	-	\$	-
Discount Notes	\$	1,099,463,750.00	\$	1,099,916,000.00	NA	
GNMA	\$	-	\$	-	\$	-
<b>Supranational Debentures</b>						
	\$	399,927,859.19	\$	400,281,000.00	\$	385,602.50
<b>CDs and YCDs FR</b>						
	\$	-	\$	-	\$	-
Bank Notes	\$	300,000,000.00	\$	299,866,514.97	\$	72,888.89
CDs and YCDs	\$	8,150,026,364.38	\$	8,146,899,967.96	\$	3,667,270.85
Commercial Paper	\$	4,369,153,681.11	\$	4,369,120,664.17	NA	
<b>Corporate:</b>						
Bonds FR	\$	-	\$	-	\$	-
Bonds	\$	-	\$	-	\$	-
<b>Repurchase Agreements</b>						
Reverse Repurchase	\$	-	\$	-	\$	-
<b>Time Deposits</b>						
	\$	4,942,740,000.00	\$	4,942,740,000.00	NA	
<b>AB 55 &amp; GF Loans</b>						
	\$	5,904,339,467.74	\$	5,904,339,467.74	NA	
<b>TOTAL</b>	\$	<b>57,545,061,286.25</b>	\$	<b>57,575,905,235.94</b>	\$	<b>28,527,451.81</b>

Fair Value Including Accrued Interest   \$                         57,604,432,687.75

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





***Orange County Fire Authority***  
***Preliminary Investment Report***  
***November 14, 2014***



**ORANGE COUNTY FIRE AUTHORITY  
Portfolio Management  
Portfolio Summary  
November 14, 2014**

Orange County Fire Authority  
1 Fire Authority Road  
Irvine, 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	15,622,959.24	15,622,959.24	15,622,959.24	11.53	1	1	0.001	0.001
Commercial Paper Disc. -Amortizing	12,000,000.00	11,995,020.00	11,996,716.66	8.85	105	74	0.115	0.117
Federal Agency Coupon Securities	24,888,888.78	24,751,202.11	24,894,578.54	18.37	1,520	841	0.746	0.756
Federal Agency Disc. -Amortizing	33,000,000.00	32,997,370.00	32,996,090.13	24.35	135	67	0.060	0.060
Local Agency Investment Funds	50,000,000.00	50,009,064.20	50,000,000.00	36.90	1	1	0.257	0.261
<b>Investments</b>	<b>135,511,848.02</b>	<b>135,375,615.55</b>	<b>135,510,344.57</b>	<b>100.00%</b>	<b>322</b>	<b>178</b>	<b>0.257</b>	<b>0.260</b>
<b>Cash</b>								
Passbook/Checking (not included in yield calculations)	1,021,441.56	1,021,441.56	1,021,441.56		1	1	0.000	0.000
<b>Total Cash and Investments</b>	<b>136,533,289.58</b>	<b>136,397,057.11</b>	<b>136,531,786.13</b>		<b>322</b>	<b>178</b>	<b>0.257</b>	<b>0.260</b>

Total Earnings	November 14 Month Ending	Fiscal Year To Date
Current Year	13,754.48	154,574.66
Average Daily Balance	131,591,844.51	154,802,647.24
Effective Rate of Return	0.27%	0.27%

"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 Jakubiak, Treasurer
 11/21/14

**Cash and Investments with GASB 31 Adjustment:**

Book Value of Cash & Investments before GASB 31 (Above)	\$ 136,531,786.13
GASB 31 Adjustment to Books (See Note 3 on page 18)	\$ (94,166.47)
<b>Total</b>	<b>\$ 136,437,619.66</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**November 14, 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/C 365	Days to Maturity	Maturity Date
<b>Money Mkt Mutual Funds/Cash</b>											
SYS528	528	High Mark 100% US Treasury MMF			15,622,959.24	15,622,959.24	15,622,959.24	0.001	0.001	1	
<b>Subtotal and Average</b>			<b>7,847,917.72</b>		<b>15,622,959.24</b>	<b>15,622,959.24</b>	<b>15,622,959.24</b>		<b>0.001</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>											
36959JP56	835	GEN ELEC CAP CRP		09/29/2014	6,000,000.00	5,996,280.00	5,997,253.33	0.160	0.162	103	02/26/2015
36960MMX8	838	GEN ELEC CAP CRP		10/31/2014	6,000,000.00	5,998,740.00	5,999,463.33	0.070	0.071	46	12/31/2014
<b>Subtotal and Average</b>			<b>11,996,467.50</b>		<b>12,000,000.00</b>	<b>11,995,020.00</b>	<b>11,996,716.66</b>		<b>0.117</b>	<b>74</b>	
<b>Federal Agency Coupon Securities</b>											
3133ECM76	809	Federal Farm Credit Bank(Callable anytime)		04/25/2013	9,000,000.00	8,978,400.00	8,996,975.77	0.400	0.424	524	04/22/2016
3133804V6	787	Fed Home Loan Bank (Callable anytime)		08/09/2012	6,000,000.00	5,951,460.00	6,000,000.00	1.000	0.981	998	08/09/2017
3133813R4	800	Fed Home Loan Bank (Callable 12-9-14)		12/20/2012	9,000,000.00	8,933,040.00	9,008,792.27	1.000	0.966	1,090	11/09/2017
313382DC4	803	Fed Home Loan Bank (Callable anytime)		03/15/2013	888,888.78	888,302.11	888,810.50	0.470	0.477	478	03/07/2016
<b>Subtotal and Average</b>			<b>24,894,592.65</b>		<b>24,888,888.78</b>	<b>24,751,202.11</b>	<b>24,894,578.54</b>		<b>0.756</b>	<b>841</b>	
<b>Federal Agency Disc. -Amortizing</b>											
313396BF9	832	Freddie Mac		07/01/2014	9,000,000.00	8,999,460.00	8,998,290.00	0.090	0.093	76	01/30/2015
313396AN3	836	Freddie Mac		10/08/2014	7,000,000.00	6,999,440.00	6,999,598.47	0.035	0.036	59	01/13/2015
313396CZ4	837	Freddie Mac		10/27/2014	8,000,000.00	7,998,560.00	7,998,426.66	0.060	0.062	118	03/13/2015
313385R99	834	Fed Home Loan Bank		09/11/2014	9,000,000.00	8,999,910.00	8,999,775.00	0.045	0.046	20	12/05/2014
<b>Subtotal and Average</b>			<b>36,852,866.64</b>		<b>33,000,000.00</b>	<b>32,997,370.00</b>	<b>32,996,090.13</b>		<b>0.060</b>	<b>67</b>	
<b>Local Agency Investment Funds</b>											
SYS336	336	Local Agency Invstmt Fund			50,000,000.00	50,009,064.20	50,000,000.00	0.261	0.261	1	
<b>Subtotal and Average</b>			<b>50,000,000.00</b>		<b>50,000,000.00</b>	<b>50,009,064.20</b>	<b>50,000,000.00</b>		<b>0.261</b>	<b>1</b>	
<b>Total and Average</b>			<b>131,591,844.51</b>		<b>135,511,848.02</b>	<b>135,375,615.55</b>	<b>135,510,344.57</b>		<b>0.260</b>	<b>178</b>	

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**ORANGE COUNTY FIRE AUTHORITY**  
**Portfolio Management**  
**Portfolio Details - Cash**  
**November 14, 2014**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365	Days to Maturity
<b>Money Mkt Mutual Funds/Cash</b>										
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	736,441.56	736,441.56	736,441.56		0.000	1
SYS361	361	CORVEL		07/01/2014	250,000.00	250,000.00	250,000.00		0.000	1
		<b>Average Balance</b>	<b>0.00</b>							<b>1</b>
<b>Total Cash and Investments</b>			<b>131,591,844.51</b>		<b>136,533,289.58</b>	<b>136,397,057.11</b>	<b>136,531,786.13</b>		<b>0.260</b>	<b>178</b>

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**ORANGE COUNTY FIRE AUTHORITY**  
**Aging Report**  
**By Maturity Date**  
**As of November 15, 2014**

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

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value	
Aging Interval:	0 days	( 11/15/2014 - 11/15/2014 )	6 Maturities	0 Payments	66,644,400.80	48.81%	66,644,400.80	66,653,465.00
Aging Interval:	1 - 30 days	( 11/16/2014 - 12/15/2014 )	1 Maturities	0 Payments	9,000,000.00	6.59%	8,999,775.00	8,999,910.00
Aging Interval:	31 - 60 days	( 12/16/2014 - 01/14/2015 )	2 Maturities	0 Payments	13,000,000.00	9.52%	12,999,061.80	12,998,180.00
Aging Interval:	61 - 91 days	( 01/15/2015 - 02/14/2015 )	1 Maturities	0 Payments	9,000,000.00	6.59%	8,998,290.00	8,999,460.00
Aging Interval:	92 - 121 days	( 02/15/2015 - 03/16/2015 )	2 Maturities	0 Payments	14,000,000.00	10.25%	13,995,679.99	13,994,840.00
Aging Interval:	122 - 152 days	( 03/17/2015 - 04/16/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	153 - 183 days	( 04/17/2015 - 05/17/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	184 - 274 days	( 05/18/2015 - 08/16/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	275 - 365 days	( 08/17/2015 - 11/15/2015 )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	( 11/16/2015 - 11/14/2017 )	4 Maturities	0 Payments	24,888,888.78	18.23%	24,894,578.54	24,751,202.11
Aging Interval:	1096 days and after	( 11/15/2017 - )	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
<b>Total for</b>			<b>16 Investments</b>	<b>0 Payments</b>		<b>100.00</b>	<b>136,531,786.13</b>	<b>136,397,057.11</b>



**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.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3B  
Consent Calendar

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**Updated Broker/Dealer List**

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**Contact(s) for Further Information**

Patricia Jakubiak, Treasurer  
Treasury & Financial Planning

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714.573.6301

**Summary**

This annual agenda item is submitted to the Committee to request approval to update the current list of broker/dealers that the Treasurer uses for competitive bidding of investment purchases.

**Prior Board/Committee Action**

This item has been scheduled for Budget and Finance Committee consideration at its January 14, 2015, meeting; however, at the time of publication the action by the Committee had not yet taken place. The Budget and Finance Committee action will be reported verbally at the Executive Committee meeting.

**Recommended Action(s)**

Approve the proposed Broker/Dealer List to include the following three firms:

- FTN Financial
- Raymond James
- UBS Financial Services

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

See attached background regarding the process and selection of the recommend service providers.

**Attachment(s)**

OCFA's 2015 Investment Policy Excerpt Regarding Broker/Dealers



## Background

The OCFA's policy for selection and use of broker/dealer services follows the best practices issued by the Government Finance Officers' Association, and is prescribed by policy in the OCFA's Annual Investment Policy (Attachment). This Policy is reviewed, renewed, and approved by the Budget and Finance Committee and the Board of Directors annually. Staff is adhering to the Policy approved by the Board.

During prior OCFA meetings, a member of the public has repeatedly raised concern with the broker/dealer selection process noting that this selection should be conducted using a Request for Proposal (RFP). The OCFA typically performs a RFP process to lock in clear specifications regarding what we wish to buy, how we want something built, what pricing will be provided, and/or time of delivery. In the case of investment transactions through broker/dealer services, none of these traditional specifications may be locked in through an RFP.

The Investment Policy encourages competitive bidding on investment transactions from an approved broker/dealer list. The Policy also requires that the broker/dealer list be reviewed and updated annually. The Executive Committee approved the last broker/dealer list update on January 23, 2014. The list is limited to three firms, due to the impracticality of dealing with a large list of service providers when obtaining competitive bids.

To qualify, broker/dealer service providers must meet the following *minimum* requirements:

- Agree to comply with the investment policies of the Authority
- Be a primary or regional dealer that qualifies under the Securities and Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule)
- Have a branch office in California
- Be experienced in institutional trading practices and familiar with the California Government Code as related to investments for local governmental agencies
- Have been in business for at least three years
- Provide current audited financial statements
- Provide proof of Financial Industry Regulatory Authority (FINRA) certification

To verify qualifications, OCFA requires completion of a "Broker/Dealer Questionnaire & Certification", based on guidelines of the Government Finance Officers' Association. The questionnaire addresses capital adequacy standards, history of FINRA complaints, staff qualifications, and references. Both the account representative and the individual in charge of government securities operations must sign certifying the accuracy of their responses to the questionnaire and pledging due diligence in informing OCFA staff of all foreseeable risks in financial transactions conducted with OCFA. They must also certify that they've read OCFA's Investment Policy and that they've implemented a system of controls designed to preclude imprudent investment activities that are in conflict with OCFA's investment objectives, strategies, and risk constraints. A copy of each firm's questionnaire and certification is on file in the Treasurer's Office and available upon request.

In addition to the standard requirements, other factors such as competitiveness of quotes, responsiveness, reputation, and reliability are also considered in the annual review process. This year, all three of the firms are recommended for renewal due to the quality service they have provided over the past year.

In addition to being responsive to the Treasurer's specific requests, the firms recommended for renewal consistently provide daily inventory/pricing lists and comprehensive updates on the economy and fixed income markets. Furthermore, the specific brokers from these firms have a long tenure working in the securities industry and are familiar with OCFA's Investment Policy and practices, which results in more efficient trading.

Staff also reviewed reports from the Financial Regulatory Authority (FINRA) for each firm and broker. FINRA is dedicated to investor protection and market integrity through effective and efficient regulation of the securities industry. It protects investors by making sure the securities industry operates fairly and honestly by:

- writing and enforcing rules governing the activities of more than 4,100 securities firms with approximately 639,780 brokers;
- examining firms for compliance with those rules;
- fostering market transparency; and
- educating investors

FINRA provides information on any disclosure event or arbitration cases where the brokerage firm was named as a respondent. In reviewing the FINRA reports for calendar year 2014, there were no recent disclosure events including criminal matters, regulatory actions, and/or civil judicial proceedings that would have a direct negative impact on the OCFA.



# **ORANGE COUNTY FIRE AUTHORITY**

## **INVESTMENT POLICY**

**Excerpt Regarding Broker/Dealers**

**Calendar Year 2015**

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*Effective January 1, 2015*

8. **Authorized Financial Dealers and Institutions**: To promote the optimum yield on the investment of Authority funds, investment procedures shall be designed to encourage competitive bidding on transactions from approved financial institutions or broker/dealers.
- 8.1. On an annual basis, the Treasurer shall recommend a list of at least three financial institutions and broker/dealers who are authorized to provide investment services. The list shall be approved by the Budget and Finance Committee and the Executive Committee. All financial institutions and broker/dealers who wish to be considered for the list must meet the following minimum requirements:
- 8.1.1 Must certify that they have read and agree to comply with the investment policies of the Authority.
- 8.1.2 Must be a primary or regional dealer that qualifies under the Securities and Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule).
- 8.1.3 Must have an branch office in California.
- 8.1.4 Must be experienced in institutional trading practices and familiar with the California Government Code as related to investments for local governmental agencies.
- 8.1.5 Must have been in business for at least three years.
- 8.1.6 Must provide current audited financial statements.
- 8.1.7 Must provide proof of Financial Industry Regulatory Authority(FINRA) .
- 8.1.8 Other criteria as may be established in the *Investment Procedures Manual* of the Authority.
- 8.2. All financial institutions in which the Authority's public funds are deposited will supply the Treasurer with the following:
- 8.2.1 Current audited financial statements.
- 8.2.2 Depository contracts.
- 8.2.3 A copy of the latest FDIC call report.
- 8.2.4 Proof that the institution is state or federally chartered.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3C  
Consent Calendar

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**Blanket Order Contract Increase - External Collection Agency**

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**Contact(s) for Further Information**

Lori Zeller, Assistant Chief  
Business Services Department

[lorizeller@ocfa.org](mailto:lorizeller@ocfa.org)

714.573.6020

Jim Ruane, Finance Manager

[jimruane@ocfa.org](mailto:jimruane@ocfa.org)

714.573.6304

**Summary**

This agenda item seeks approval to increase Blanket Order BO1331-3 for an external collection agency to recover outstanding OCFA Accounts Receivable balances due from customers. The requested annual increase is \$2,000 and exceeds the 15% change order amount the Authority Management can authorize; therefore, Executive Committee approval is required.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Approve and authorize the Purchasing Manager to increase the annual blanket order with Southwest Collection Services, Inc. from \$5,000 to \$7,000 annually.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The increased cost for the blanket order increase is included in the FY 2014/15 budget.

**Background**

With the change in Roles and Responsibilities effective July 1, 2014, this agenda item seeks approval to increase Blanket Order BO1331-3 for an external collection agency to recover outstanding OCFA Accounts Receivable balances due from customers. Accounts are sent to the collection agency after OCFA staff has completed the following tasks:

- Initial Invoice mailed to the customer.
- 30 Days - Late Fee assessed and billing statement mailed to customer.
- 60 Days - Second late notice statement mailed to customer – Collection phone call to customer made by OCFA staff.
- 90 Days - 10 day demand letter mailed to customer.
- After 10 day grace period - Final collection phone call made by OCFA staff.
- After the final collection call has been made to the customer, the list of past due accounts is reviewed by Accounts Receivable Supervisor and Accounting Manager for supporting documentation prior to sending the account to collections.
- Approved accounts are sent to the external Collections Agency.

The requested annual increase is \$2,000 and exceeds the 15% change order amount the Authority Management can authorize; therefore, Executive Committee approval is required.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3D  
Consent Calendar

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**Award of RFP #DC1925 - Fire Turnout Clothing**

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**Contact(s) for Further Information**

Lori Zeller, Assistant Chief Business Services Department	<a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a>	714.573.6020
Debbie Casper, Purchasing Manager	<a href="mailto:debbiecasper@ocfa.org">debbiecasper@ocfa.org</a>	714.573.6641

**Summary**

This agenda item is submitted for the approval of a contract award to Allstar Fire Equipment, Inc., for the purchase of Lion Apparel Corporation fire turnout clothing, the top ranked firefighting protective garments in the RFP and turnout testing process.

**Prior Board/Committee Action**

Not Applicable

**Recommended Action(s)**

Approve and authorize the Purchasing Manager to establish a three-year blanket order contract with Allstar Fire Equipment for a three year aggregate amount not to exceed \$1,200,000 (\$400,000 annually).

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

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

**Background**

See the attached extended background for the contract award.

**Attachment(s)**

Summary of Proposals and Evaluation Results

## Background

Development of the specifications for fire turnout clothing began in 1999 and have been a work in progress evolving to provide safety, health and comfort to our fire suppression personnel. The specifications have been developed with input from internal work groups, safety committees and manufacturers. The specifications are a “living” document providing OCFA the opportunity to incorporate changes to improve fit and to address safety and wear issues as they are identified. OCFA specifications are used by many agencies throughout the State of California.

The Service Center is responsible for the purchase, repair, cleaning and inventory of fire turnout clothing. An inventory of turnouts is maintained in order to provide loaner and replacement gear to personnel as needed with an average of 129 jackets and 167 pants purchased annually to provide for new hires and replacement garments.

Allstar Fire Equipment Inc., representing Lion Apparel Inc., was awarded the prior contract (\$400,000/year) in July 2007 and the contract has been extended through April 2014 when the contract reached the end of life and an RFP was issued.

### ***RFP Preparation and Recommendation for Award***

The OCFA (lead agency) and the City of Anaheim issued a joint RFP on April 30, 2014, to establish a contract for the purchase of turnout clothing. Over 185 vendors were notified and proposals were received from the following:

<b>Distributor</b>	<b>Manufacturer</b>
Allstar Fire Equipment	Lion Apparel Inc.
LN Curtis & Sons	Globe Manufacturing Co.
Fire Etc. AFECO	Fire Dex LLC
LineGear Fire & Rescue	Innotex, Inc.
Municipal Emergency Services*	Morning Pride
Vanguard Global Solutions*	Viking Life Saving Equipment

*\* Non-responsive didn't provide garment samples for inspection as required.*

Proposals and samples were reviewed independently by evaluation committees from both agencies. The City of Anaheim awarded a three year contract to Allstar Fire Equipment at the November 25, 2014 City Council Meeting.

An OCFA evaluation committee consisting of labor representatives, Service Center and Risk Management staff reviewed the proposals and sample garments submitted. Prior to the evaluation process, labels and manufacturer identification were removed from sample garments. The evaluation criteria was based on National Fire Protection Association (NFPA) Standards 1851 and 1971 and evaluated the fit and function of the ensemble as it relates to safety, performance, comfort, durability, dexterity, and flexibility in addition to price. Lion and Globe (the two highest ranked manufacturers) submitted test turnout sets for four individuals to wear-test as part of the secondary evaluation process. The test sets were worn by fire suppression personnel during the normal course of their work and during a scheduled burn test.



### ***Negotiations & Results***

Based on the results of the evaluation and testing, a Best and Final Offer (BAFO) was requested from Allstar Fire Equipment. As part of the BAFO, purchasing staff requested reduced pricing based on OCFA purchasing volume, and future price increases to be based on CPI instead of a 5% automatic annual increase. A BAFO response was received from Allstar Fire on December 17, 2014 and Allstar reduced the unit cost and provided firm fixed pricing for three years with the caveat that this pricing is exclusive to OCFA and pricing would be adjusted on the cumulative CPI after the initial three year contract up to 12%. As a result of this negotiation, it is estimated that OCFA will save approximately \$110,000 during the three year contract based on OCFA ordering history.

The purchasing manager confirms that the proposal and evaluation process was conducted in accordance with OCFA's Purchasing Ordinance and all applicable rules and regulations. Based upon the results of the evaluation and the BAFO, it is recommended that the contract for the purchase of Lion Apparel fire turnout clothing be awarded to Allstar Fire Equipment for a three year contract in an aggregate amount not to exceed \$1,200,000 (\$400,000 annually).

**ORANGE COUNTY FIRE AUTHORITY**  
**DC1925 – Fire Turnout Clothing**  
**Summary of Proposals and Evaluation Results**

**Proposed Pricing**

Distributor	Allstar Fire Equipment	LN Curtis & Sons	Fire Ect. AFECO	LineGear Fire & Rescue	Municipal Emergency Svcs.*	Vanguard Global Solutions*
Mfg.	Lion Apparel	Globe Mfg.	Fire Dex	Innotex	Morning Pride*	Viking*
Turnout Coat BAFO	\$1,221.45 <b>\$1,078.85</b>	\$1,054.00	\$1,002.00	\$1,150.00	\$1,039.00	\$1,000.00
Turnout Pant BAFO	754.30 <b>667.05</b>	684.00	704.00	740.00	649.00	515.00

\*Non responsive, samples were not provided as required

**Evaluation Scores**

	Allstar Fire Equipment (Lion Apparel)					LN Curtis & Sons (Globe Brand)				
	1	2	3	4	5	1	2	3	4	5
Evaluators										
A. Method of Approach (10)	10	10	10	10	10	10	10	10	10	10
B. Customer Svc/Value (10)	10	10	10	10	10	10	10	10	10	10
C. Product Quality/Meet Specs (40)	40	35	38	40	37	30	38	35	30	28
D. Proposed Cost (40)	35	35	35	35	35	39	39	39	39	39
Sum of Proposal Ratings	95	90	93	95	92	89	97	94	89	87
Ranking	<b>1</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
Written Sum of Ranking	<b>7</b>					<b>9</b>				
Testing (40)		37.23	33.29	38.21	33.54		32.68	30.56	35.28	26.49
Sum of Written & Testing	95	127	126	133	125	89	130	125	125	114
Ranking with Testing	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>
	<b>6</b>					<b>10</b>				

	Worldwide Sales Mgmt. Corp dba Line Gear Fire & Rescue (Inno Tex)					AFECO Inc. dba Fire Etc. (FireDex)				
	1	2	3	4	5	1	2	3	4	5
Evaluators										
A. Method of Approach (10)	10	10	10	10	10	10	10	10	10	10
B. Customer Svc/Value (10)	9	9	9	9	9	9	9	9	9	9
C. Product Quality/Meet Specs (40)	34	30	32	20	17	34	20	30	10	10
D. Proposed Cost (40)	36	36	36	36	36	40	40	40	40	40
Sum of Proposal Ratings	89	85	87	75	72	93	79	89	69	69
Ranking	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Written Sum of Ranking	<b>17</b>					<b>17</b>				



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Executive Committee Meeting**  
**January 15, 2015**

**Agenda Item No. 3E**  
**Consent Calendar**

**Purchase of Scott Air Cylinders (Bid RO1932)**

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**Contact(s) for Further Information**

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Business Services Department

Debbie Casper, Purchasing Manager [debbiecasper@ocfa.org](mailto:debbiecasper@ocfa.org) 714.573.6641

**Summary**

This item is submitted for the approval of the purchase of self-contained breathing apparatus (SCBA) air cylinders from Allstar Fire Equipment.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Approve and authorize the Purchasing Manager to issue a purchase order to Allstar Fire Equipment, in the amount of \$102,698.28, in accordance with the pricing offered in bid #RO1932 for the purchase of 150 Scott 30-minute carbon air cylinders and valves.

**Impact to Cities/County**

Not Applicable

**Fiscal Impact**

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

**Background**

The Service Center is responsible for maintaining the inventory of approximately 2,000 SCBA bottles. The cylinders are regularly tested, serviced, repaired, and replaced on an as needed basis. The bottles have an average service life of 15 years. Based on the age of the current bottles in inventory, staff is requesting the purchase of an additional 150 units.

A solicitation for the purchase of 150 SCBA air cylinders (RO1932) was issued in April 2014. Three offers were received before the due date.

	Allstar Fire Equipment		Municipal Emergency Services		Diamondback Fire & Rescue* SCI Part #AL639		
	Qty	Unit Cost	Ext. Total	Unit Cost	Ext. Total	Unit Cost	Ext. Total
Scott 30 minute carbon cylinder & valve assembly Part #804721-01	150	\$633.94	\$95,091.00	\$650.00	\$97,500.00	\$530.75	\$79,612.50
Sales Tax (8.00%)			7,607.28		7,800.00		6,369.00
<b>Total</b>			<b>\$102,698.28</b>		<b>\$105,300.00</b>		<b>\$85,981.50</b>

*\*Bid submittal was deemed non-responsive, substitute item does not meet the National Institute for Occupation Safety and Health (NIOSH) certification requirements.*

Allstar Fire Equipment offered the lowest responsive responsible bid and a purchase order was issued to Allstar Fire Equipment in May 2014 for the purchase of 150 Scott SCBA cylinders prior to the changes in the Roles and Responsibilities Matrix effective July 1, 2014, requiring Executive Committee approval for purchases exceeding an aggregate total of \$100,000 (rather than a unit cost of \$100,000). Staff contacted Allstar Fire Equipment and confirmed they would honor the price offered for bid #RO1932 for the purchase of an additional 150 units, if the purchase is made prior to January 30, 2015.

Based on the results of bid #RO1932 and the extension of the bid pricing through January 30, 2015, staff is recommending the authorization and approval of a one-time purchase order to Allstar Fire Equipment in the amount of \$102,698.28 for the purchase of the additional SCBA bottles.

**Attachments**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3F  
Consent Calendar

**Award of Bid #RO1976  
Fire Rescue Tools and Equipment**

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**Contact(s) for Further Information**

Lori Zeller, Assistant Chief Business Services Department	<a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a>	714.573.6020
Debbie Casper, Purchasing Manager	<a href="mailto:debbiecasper@ocfa.org">debbiecasper@ocfa.org</a>	714.573.6641

**Summary**

This agenda item is submitted for the approval of annual blanket order contracts for the purchase of fire rescue tools and equipment to both AFECO doing business as Fire Ect. Inc. and Fisher Scientific Co., LLC (Fisher Scientific) based on the results of bid #RO1976.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

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

**Background**

The Service Center is responsible for the purchase and inventory of fire rescue tools, equipment and supplies used throughout the organization. The equipment purchased is for approximately 200 firefighting/emergency vehicles with various tools needed to handle a variety of emergency situations. A limited amount of stock is kept on hand to replace damaged or worn pieces of equipment. The items purchased assist field personnel in regulating water supply (adapters and gated wyes), water delivery (nozzles, tips, and shut-offs), forcible entry (axes, halligan tool, and jumbo pry bars), overhaul and salvage (pike poles, rubbish hooks, salvage covers, debris bags, and hall runners), lighting operations (extension cords, electrical adapters, flood lights, and ground fault interrupters), and rescue operations (ropes, webbing, and riggings).

LN Curtis was awarded the prior blanket order contracts which were established as a result of two separate bids (one for fire equipment and supplies \$200,000 and another for lifeline and rescue equipment \$25,000). The contracts were renewed annually and have reached the end of life. The complete list of items on the two blanket orders were combined into a single bid to achieve efficiencies. The bid provided the option to award multiple contracts and provides for four additional one year renewal options.

***IFB Preparation and Recommendation for Award***

On October 16, 2014, an Invitation for Bid (IFB) was issued and 249 firms were notified. Bids were received from the following six (6) vendors on November 5, 2014.

<b>Company Name</b>	<b>Total Cost</b>
LineGear Fire & Rescue*	\$ 32,340.00
<b>AFECO (Fire Etc)</b>	<b>\$144,998.40</b>
<b>Thermo Fisher</b>	<b>\$153,466.19</b>
LN Curtis & Sons	\$174,840.60
All Star Fire	\$194,653.90
Life-Assist Inc. **	Non Responsive

\* Responded to a limited number of line items and pricing was not the lowest

\*\*Bidder did not submit required documents and was deemed non-responsive

Purchasing staff reviewed the detailed line item responses with the Service Center and it was determined based on ordering history OCFA could potentially save \$17,800 per year by awarding two contracts based on lowest line item pricing. As a result of this analysis, staff recommends issuing two blanket orders one to Fire Ect, Inc. and another to Fisher Scientific for up to three years with an aggregate not to exceed amount of \$225,000 annually.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3G  
Consent Calendar

**Contract Extension and Increase Request – Audio Equipment Rental**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Joel Brodowski, IT Manager	<a href="mailto:joelbrodowski@ocfa.org">joelbrodowski@ocfa.org</a>	714.573.6421

**Summary**

This agenda item is submitted for approval to increase the amount of Purchase Order 08484-1 with GMF Sound, Inc. and extend the term of the support contract until August 31, 2015 for rental of Audio equipment necessary to operate the OCFA Boardroom Audio/Video systems.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Authorize the Purchasing Manager to increase the contract amount for GMF Sound, Inc. by \$15,000 for a total amount not to exceed \$35,000 and extend the contract until August 31, 2015.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The requested renewal will be paid from existing funds in the FY2014/15 Budget General Fund 121.

**Background**

The OCFA is currently renting core Audio/Video (A/V) system equipment from GMF Sound, Inc. to keep existing Board Room A/V equipment (microphones, amplifiers, mixers, speakers, video camera) functioning until the failed system components are replaced. Funds were included in FY 2014/15 and FY 2015/16 Fund 124 budgets to replace the failed equipment in the Board Room and Classroom 1, and upgrade the obsolete A/V equipment in the other Classrooms. Since the Fund 124 budgets were developed, additional capabilities have been requested including adding electronic voting, and video teleconferencing functions.

Completing the RFP is taking more time than was expected. Staff has written the RFP which includes the additional capabilities requested, and it is currently being reviewed internally before being released. Because of the complexity of the expanded A/V requirements and lack of internal expertise in A/V technology, staff is also considering modifying the RFP to include additional requirements for hiring an A/V expert to consult and advise staff on the project. Staff expects to complete the review and modifications of the RFP in January 2015 and release it for public response.

Staff is requesting an additional \$15,000 to continue renting temporary core A/V equipment until August 31, 2015. Staff estimates the additional time will be sufficient to complete the RFP process and begin implementation of the first phase of the project that will replace the failed components and restore basic A/V system functions. Subsequent project phases adding the additional capabilities will follow after basic functionality is restored. The equipment rental cost is \$2,120 per month, and current approved funding will be exhausted after February 2015.

**Attachment(s)**

None.





Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3H  
Consent Calendar

**Contract Extension and Increase Request - Data Network Storage Hardware**

**Contact(s) for Further Information**

Brian Stephens, Assistant Chief                      [brianstephens@ocfa.org](mailto:brianstephens@ocfa.org)                      714.573.6008  
Support Services Department

Joel Brodowski, IT Manager                              [joelbrodowski@ocfa.org](mailto:joelbrodowski@ocfa.org)                              714.573.6421

**Summary**

This agenda item is submitted for approval to increase the amount of Blanket Order 1342-3 with Hewlett Packard for the current EVA 6000 Storage Area Network support contract and extend the term of the contract until December 31, 2015 for OCFA's Data Network Storage Hardware.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Authorize the Purchasing Manager to increase the contract amount for Hewlett Packard by \$14,344 for an amount not to exceed \$24,000 and extend the contract until December 31, 2015.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

The requested renewal increase will be paid from existing funds in the FY2014/15 Budget General Fund 121.

**Background**

The OCFA utilizes a high-availability, multiple Terabyte, fault tolerant EVA6000 Storage Area Network (SAN) system for storing network accessible computer data for all OCFA departments, archiving the 9-1-1 voice recording system, database storage for the OCFA HRMS Banner system, and data backup storage for the OCFA's virtualized server environment. The annual support contract cost has increased \$14,344 to a total amount of \$24,000 for the requested one year renewal since Hewlett Packard no longer offers what were previously substantial multi-year contract discounts on this hardware. Hewlett Packard is phasing out the EVA 6000 SAN system and will not offer ongoing support contracts after this term expires on December 31, 2015. Staff has included funds in FY2015/16 Fund 124 budget to replace this hardware.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3I  
Consent Calendar

**Sole Source Contract Renewal  
Information Management Technologies**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Joel Brodowski, IT Manager	<a href="mailto:joelbrodowski@ocfa.org">joelbrodowski@ocfa.org</a>	714.573.6421

**Summary**

This agenda item is submitted for approval to increase funding for a sole source contract with Information Management Technologies (IMT) for software support, maintenance, custom programming, and upgrades to the OCFA staffing and time keeping systems, and extend the contract for three annual terms with options to renew for two additional terms.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Authorize the Purchasing Manager to increase the annual contract amount for Information Management Technologies from \$149,000 to \$164,000 for the contract ending April 30, 2015, and to extend the term for an additional three years at an amount not to exceed \$164,000 per year.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding included in the approved FY 2014/15 General Fund budget.

**Background**

OCFA contracts with Information Management Technology (IMT) as a cost effective means to supplement OCFA Information Technology staff capacity for custom programming and other technology needs. IMT is the sole source in providing programming support for the unique suite of individualized custom software applications including the following:

***Scheduling – Staffing***

This application is designed to ensure that all 72 OCFA fire stations are properly staffed every day consistent with the MOU. On a daily basis, assuming there are no major incidents, this system ensures the staffing for over 330 positions daily. This system also allows employees to request vacation and other leaves in advance and determines the employee that will be available to fill the position (Backfill). This system is also designed to ensure that all fire fighter overtime is distributed equitably.

### ***Timekeeping***

This application is designed to ensure that all employees are paid for hours they work. This system provides the data required for the payroll system to process and calculate employees pay. The system has also been designed with a series of reconciliations and reports to ensure the employees are paid correctly.

### ***FLSA***

This application ensures that OCFA's pay practices are in compliance with the Fair Labor Standards Act (FLSA).

The above applications are integrated with each other and with external applications, such as Banner (OCFA HRMS/Payroll system), Records Management System (RMS), Computer Aided Dispatch (CAD), and SharePoint (OCFA Intranet). Integration of data between these systems is structured and organized to ensure consistent, real time easy access to information throughout the organization. The ongoing enhancement to these applications is consistent with the Board's objective that OCFA utilize technology to improve operational efficiency.

IMT has had a successful partnership with OCFA for over 16 years designing, supporting, and providing rapid response required to make the changes and updates to the systems in a timely and cost-effective manner, as well as providing other custom programming services. Recently IMT has been working with OCFA finance staff in developing and costing out various labor and management proposals using historical data. IMT is also working with Finance staff implementing the recent changes to the Firefighter MOU that have a very short implementation timeline. IMT's long-term experience with OCFA ensures our ongoing ability to rapidly respond to required changes and updates to the systems. OCFA owns the 'source code' for all of the applications that IMT supports. The sole source contract provides OCFA with onsite IMT staff to provide technical support and consulting services 3 – days / week and to work with OCFA Information Technology and Finance staff, as well as providing 24/7 phone support. IMT also participates in regular OCFA employee Staffing committee meetings to provide expertise and assistance in planning and implementing new features and changes necessary to comply with changing labor laws.

### ***Attachment(s)***

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3J  
Consent Calendar

**Contract Extension and Increase Request - Internet Service Provider**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Joel Brodowski, IT Manager	<a href="mailto:joelbrodowski@ocfa.org">joelbrodowski@ocfa.org</a>	714.573.6421

**Summary**

This agenda item is submitted for approval to increase Blanket Order 0808-8 with Global Capacity (formerly Megapath Corporation) Internet Service Provider (ISP) for OCFA broadband connection to the Internet and extends it for an additional three annual terms.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Authorize the Purchasing Manager to increase Blanket Order 0808-8 for Global Capacity (formerly Megapath Corporation) from \$37,000 to \$43,000 for the contract ending February 28, 2015, and to extend the contract for an additional three years at an amount not to exceed \$43,000 per year.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the approved FY 2014/15 General Fund budget.

**Background**

Megapath Corporation was acquired by GC Pivotal LLC d/b/a Global Capacity on December 31, 2014. There was no disruption to current ISP services and Global Capacity continues to provide Broadband Internet connectivity for OCFA and Internet Protocol (IP) addresses for public facing critical applications including: CAD2CAD and Regional AVL interfaces with the other Dispatching agencies in Orange County; Ambulance transportation providers; Antivirus services; OCMEDS Electronic Patient Care Reporting; Remote systems support by contracted OCFA vendors; Email; and many other Business and Public Safety applications used at the OCFA. Global Capacity is a Tier-1 service provider and staff recommends renewing the current Blanket Order for three annual terms and increasing the amount by \$5,000 annually to a new not to exceed annual amount of \$43,000.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3K  
Consent Calendar

**Blanket Order Contract Renewals – Property Management**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Steve Chambers, Property Manager	<a href="mailto:stevechambers@ocfa.org">stevechambers@ocfa.org</a>	714.573.6471

**Summary**

This agenda item seeks approval to extend a sole source blanket order with Kidde Fire Trainers and increase and extend blanket orders with DMS Facility Service, Sweinhart Electric Company and Pacific Compliance Company.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Approve and authorize the Purchasing Manager to renew and increase the blanket orders for Sweinhart Electric Company, DMS Facility Services, Pacific Compliance, and Kidde Fire Trainers.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the approved FY 2014/15 budget.

**Background**

For each of the blanket order contracts below (with the exception of Kidde Fire Trainers), the contracts were awarded based on a competitive solicitation process.

***Kidde Fire Trainers (sole source)*** – Kidde Fire Trainer is the manufacturer of the original live fire training equipment that was installed at the OCFA’s Regional Fire Operations and Training Center (RFOTC) training grounds when the RFOTC facility was built. Kidde is the only company authorized to provide maintenance support services for the proprietary equipment. The original sole source contract for \$30,926 was approved by the Executive Committee on February 26, 2004, and the contract has been renewed annually under management authority as permitted by the Roles and Responsibilities Matrix. The original contract authorized an annual price increase of five percent each year resulting in the most recent annual contract amount of \$35,800. Purchasing staff has negotiated a new annual price of \$32,500 subject to an annual price increase of three percent annually. This will result in a cost savings of \$3,300 in the first year. Staff is requesting an extension of the existing blanket order with the reduced pricing subject to a three percent increase for up to three years.

***DMS Facility Service, LLC*** – A blanket order contract in the amount of \$125,000 was approved by the Executive Committee on November 21, 2013, for janitorial services to DMS Facility Service, LLC, as a result of a competitive solicitation process. The contract was for one-year with four additional one-year renewal options. The contract provides for an annual increase not to exceed three percent. On October 6, 2014, OCFA received a letter from DMS requesting an increase to the contract based on the requirements of the State of California minimum wage increase effective July 1, 2014, the federally mandated Affordable Care and Patient Protection Act effective January 1, 2015, and the Paid Sick Days Act effective July 1, 2015. As a result of these Federal and State mandates, the new contract amount is \$131,940. Staff is requesting approval of this blanket order for the three additional one-year periods at \$131,940 per year.

***Sweinhart Electric Company*** – A solicitation for emergency generators maintenance and repair services was issued in November 2013 and eight vendors responded. A blanket order contract for \$90,000 was issued to Sweinhart Electric Company, the top ranked firm in the process. This contract award was within management authority and did not require Executive Committee approval at that the time. The contract provides four additional one-year renewal options and provides for an annual increase not to exceed three percent. Staff is requesting the approval of this blanket order for three additional one-year periods for a not to exceed amount of \$90,000 annually.

***Pacific Compliance Company*** – This contract provides annual system maintenance, repair, and services to keep OCFA fuel tanks in regulatory compliance. A blanket order was issued to Pacific Compliance Services, the lowest responsive responsible bidder in a competitive bid process. On November 21, 2013, the Executive Committee approved an increase to the contract to \$35,040 to meet the regulatory changes. The bid provided a one-year contract with four additional one-year renewal options and provides for an annual increase not to exceed three percent. Staff is requesting the approval to renew this blanket order for the remaining three one-year periods for a not to exceed amount of \$35,040 annually.

Staff is recommending that the Executive Committee approve and authorize the purchasing manager to renew and increase the blanket orders as recommended in this report.

### **Attachments**

Schedule of Blanket Orders Proposed for Renewal

**Orange County Fire Authority  
Blanket Order Contracts – Property Management  
Proposed Renewals and Adjustments**

Vendors & Blanket Orders	Contract End Dates for Annual Renewal Options	Original BO Amount	New Annual Total
Kidde Fire Trainers (sole source) <i>Maintenance Support Services</i> B01271-4	<u>01/31/2015</u> 01/31/2016 01/31/2017 01/31/2018	\$ 35,800.00	\$ 32,500.00
DMS Facility Service, LLC <i>Janitorial Services</i> B01472-1	<u>09/30/2015</u> 09/30/2016 09/30/2017 09/30/2018	\$ 125,000.00	\$ 131,940.00
Sweinhart Electric Company <i>Emergency Generator Maintenance &amp; Repair Services</i> B01493	<u>01/31/2015</u> 01/31/2016 01/31/2017 01/31/2018	\$ 90,000.00	\$ 90,000.00
Pacific Compliance Services <i>Fuel Tank Systems Maintenance &amp; Repair Services</i> B01441-1	<u>12/31/2014</u> 12/31/2015 12/31/2016 12/31/2017	\$ 35,040.00	\$ 35,040.00



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3L  
Consent Calendar

**Sole Source Blanket Order Contract Request – A2Z Fire Apparatus**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief                      [brianstephens@ocfa.org](mailto:brianstephens@ocfa.org)                      714.573.6008  
Support Services Department

Rick Oborny, Fleet Services Manager                      [rickoborny@ocfa.org](mailto:rickoborny@ocfa.org)                      714.573.6651

**Summary**

This agenda item seeks approval to issue a sole source blanket order with A2Z Fire Apparatus for needed parts for the repair of E-One Fire Apparatus for an annual aggregate amount not to exceed \$20,000.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the approved FY 2014/15 budget.

**Background**

The OCFA fleet is comprised of 17 E-One Fire Apparatus. A2Z is the only authorized provider for service and replacement parts for E-One Fire Apparatus in California. This blanket order request is for E-One specific parts only; this will include items such as door handles, electrical switches, interior parts and lighting, and body parts. Approval of this blanket order will provide Fleet Services the ability to purchase needed items that only the manufacturer is able to sell.

The pricing offered to OCFA from A2Z Fire Apparatus is a 28% mark-up from their cost which provides a discount to OCFA off the suggested list price. A complete parts list from the vendor, including OCFA pricing, will be included with the blanket order contract.

Based on the need for repair parts on an as-needed basis for the current E-One Fire Apparatus, Fleet Services staff is requesting the approval of this blanket order contract for a three year period for an amount not to exceed \$20,000 annually.

**Attachment(s)**

Letter from E-One dated November 20, 2014, confirming A2Z as sole distributor.





**Steve Nelson**  
Director of Parts  
ph:(352) 861-3351  
fx: (352) 237-2999  
spnelson@e-one.com

November 20, 2014

To whom it may concern:

Re: E-ONE Parts and Service - California

This letter is to inform you that A2Z Fire Apparatus, is the sole source and only authorized provider for service and replacement parts for E-ONE vehicles in California. This also includes vehicles built under the name of Emergency-One.

A handwritten signature in blue ink that reads "Steve Nelson".

Steve Nelson

E-ONE Director of Service parts



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3M  
Consent Calendar

**Award of Bid #DC1957**  
**Purchase of Four 100' Tractor Drawn Aerial Quints**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Rick Oborny, Fleet Services Manager	<a href="mailto:rickoborny@ocfa.org">rickoborny@ocfa.org</a>	714.573.6651
Debbie Casper, Purchasing Manager Business Services Department	<a href="mailto:debbiecasper@ocfa.org">debbiecasper@ocfa.org</a>	714.573.6641

**Summary**

This item is submitted for the approval to purchase four 100' Tractor Drawn Aerial Quints (Quints) from Kovach Mobile Equipment Corp. (KME), the number one ranked firm in the Request for Proposal (RFP) process. In addition staff is requesting approval for the Fire Chief to authorize the purchase of additional units from this contract for up to two additional years.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is available in the existing FY 2014/15 CIP Fund 133 Vehicle Replacement Plan by eliminating the extended five year warranty and reducing the number of Type I units purchased from five to four.

**Background**

Each year the Fleet Services Manager reviews the vehicles identified for replacement in the Fire Authority's vehicle replacement plan. This evaluation considers the vehicle's current age, mileage, and repair history. Based on the review, four Quints were approved for replacement and budgeted in the FY 2014/15 budget.

The four Quints scheduled for replacement are:

1. Unit #5093 1995 Smeal miles 141,985
2. Unit #5104 1995 Smeal miles 119,092
3. Unit #5111 1996 E-One miles 148,485
4. Unit #5251 1994 LTI miles 86,895

Once the four tractor drawn aerials listed above are replaced with new apparatus the following will take place: Unit #5251 is a City of Santa Ana asset, it will be returned to the City. One unit will be sold and two will be placed into relief status, replacing two existing relief trucks. The replaced relief trucks will in turn be sold. At the conclusion of the project, three units will be sold and one unit will be returned to the City of Santa Ana.

***RFP Preparation and Recommendation for Award***

On July 25, 2014, an RFP was issued and 226 vendors were notified. A non-mandatory pre-proposal meeting was held on August 12, 2014, and representatives from four companies attended. Final proposals were due November 7, 2014. Two proposals were received on-time and accepted; a third proposal was rejected as it was received a month after the closing date and evaluations had already been completed. The two proposals were evaluated (based on the following percentage criteria as defined in the RFP): method of approach (5%), experience and references (15%), ability to meet specifications (40%) and pricing (40%). KME was the number one ranked company in the evaluation process.

Pursuant to the terms of the RFP, staff requested a best and final offer (BAFO) from the highest ranked respondent, KME. There was no further pricing adjustment as a result of the BAFO. KME has agreed to hold the unit pricing offered in the RFP through August 25, 2015.

The cost of these units came in higher than budgeted, so staff is recommending approval without the five-year extended warranty. The OCFA exposure will be minimal as the KME standard warranty is one-year; however, all the sub-assemblies to construct the apparatus have their own manufactures warranties, i.e., engine and transmission three years, body and paint ten years, water tank life time, and the situation is very similar as we look at other independent components. Staff has recommended the five-year warranty in the past as the Fleet Services Section was not fully staffed; positions have since been filled making time available for minor types of repairs that are included with the purchase of the extended warranty.

Two additional tractor drawn aerials are budgeted for replacement in the next three years including one developer-funded unit. The advantages of authorizing additional purchases from this contract include savings of staff time necessary for bidding, fleet standardization, ability to more accurately forecast the replacement cost for the next three years (KME will hold the 2015 price through August 25, 2015), and the ability to better plan and coordinate unit order and delivery dates.

Based on the results of the RFP, staff is recommending the award of this contract to KME for the purchase of the four 100' tractor-drawn aerial Quints. In addition, staff further recommends that the Fire Chief be granted the authority to utilize this contract for up to two additional years upon the mutual agreement of OCFA and KME with the unit pricing escalation limited to Producer Price Index or three percent, whichever is less.

**Attachment(s)**

RFP DC1957 Evaluation Pricing Analysis

**ORANGE COUNTY FIRE AUTHORITY**  
**DC1957 – Tractor Drawn Aerial Quints**  
**RFP Evaluation**

## RFP Pricing Analysis

		<b>KME</b>		<b>Smeal Fire Apparatus</b>	
	<b>Ranking</b>	<b>1</b>		<b>2</b>	
	<b>Qty</b>	<b>Unit Cost</b>	<b>Ext. Total</b>	<b>Unit Cost</b>	<b>Ext. Total</b>
2015 Quint	4	\$1,199,298.00	\$4,797,192.00	\$1,195,822.00	\$4,783,288.00
Sales Tax (8.00%)		95,943.84	383,775.36	95,665.76	382,663.04
Transportation*	4	4,500.00	18,000.00	3,900.00	15,600.00
Tire Fee*	4	22.75	91.00	25.00	100.00
Single Source 5-year warranty*	4	21,786.00	87,144.00	27,346.00	109,384.00
Inspection trips*			28,800.00		116,800.00
<b>Total</b>		<b>\$1,321,550.59</b>	<b>\$5,313,802.36</b>	<b>\$1,322,758.76</b>	<b>\$5,407,835.04</b>

\*Non taxable

***KME pricing without the additional five year warranty***

		<b>KME</b>	
	<b>Qty</b>	<b>Unit Cost</b>	<b>Unit Cost</b>
2015 Quint	4	\$1,199,298.00	\$4,797,192.00
Sales Tax (8.00%)		95,943.84	383,775.36
Transportation*	4	4,500.00	18,000.00
Tire Fee*	4	22.75	91.00
Single Source 5-year warranty*	4	Opt Out	Opt Out
Inspection trips*			28,000.00
<b>Total</b>		<b>\$1,299,764.59</b>	<b>\$5,227,858.36</b>



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3N  
Consent Calendar

**Award of Bid #MD1942 – Fire Apparatus  
Maintenance Repair and Parts**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Rick Oborny, Fleet Services Manager	<a href="mailto:rickoborny@ocfa.org">rickoborny@ocfa.org</a>	714.573.6651

**Summary**

This agenda item is submitted for the approval of a three year blanket order contract for fire apparatus parts and repairs to Emergency Vehicle Group (EVG), Kovatch Mobile Equipment (KME), Southern California Fire Services, Inc. and Fleetpride, Inc. (parts only) for an annual aggregate amount not to exceed \$217,000.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the approved FY 2014/15 budget.

**Background**

Fleet Services is responsible for the maintenance and repair of all vehicles and apparatus in the OCFA fleet. The ongoing repair and preventative maintenance plan keeps OCFA vehicles and apparatus functioning and performing at their best. The section maintains contracts for the purchase of parts and repairs on apparatus that are beyond staff capacity. 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 27, 2014, a Request for Bid (RFB) was issued and sent to 342 registered vendors and 250 external vendors. On September 25, 2014, nine bids were received and in compliance with current purchasing rules, four separate low dollar contracts for parts were awarded.

Staff is seeking approval to award four additional parts and service contracts as detailed below:

<b>Vendor</b>	<b>Contract Amount</b>
EVG	\$ 38,500
Fleetpride Inc. (parts only)	\$ 40,000
KME	\$ 100,000
Southern California Fire Service	\$ 38,500
<b>Total</b>	<b>\$217,000</b>

By awarding multiple contracts, the department will have the flexibility to request services from the vendor that offers the best price and delivery at the needed time.

Staff recommends that the Executive Committee approve the three year contract awards and authorizes the purchasing manager to establish the blanket orders as recommended above.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 30  
Consent Calendar

**Award of Bid #JA1987 – Purchase of Five Chevrolet Tahoes**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Rick Oborny, Fleet Services Manager	<a href="mailto:rickoborny@ocfa.org">rickoborny@ocfa.org</a>	714.573.6651
Debbie Casper, Purchasing Manager Business Services Department	<a href="mailto:debbiecasper@ocfa.org">debbiecasper@ocfa.org</a>	714.573.6641

**Summary**

This agenda item is submitted for the approval of a bid award to purchase five 2015 Chevrolet Tahoes from Penske Chevrolet, the lowest responsive bidder.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Approve and authorize the Purchasing Manager to issue a purchase order to Penske Chevrolet, in the amount of \$186,559.75 (includes tax), all in accordance with Bid #JA1987.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the FY 2014/15 Vehicle Replacement Fund.

**Background**

Each year the Fleet Services Manager reviews the vehicles identified for replacement in the Fire Authority's vehicle replacement plan. This evaluation considers the vehicle's current age, mileage, and repair history. Based on the review, five full-size 4-door emergency vehicles that are utilized by Chief Officers (Division Chiefs/Battalion Chiefs) were approved for replacement and budgeted in the FY 2014/15 budget.

The five full-size 4-door units that are scheduled for replacement are:

- |                                    |               |
|------------------------------------|---------------|
| 1. Unit #2365 2007 Chevrolet Tahoe | 103,135 miles |
| 2. Unit #2366 2007 Chevrolet Tahoe | 106,000 miles |
| 3. Unit #2367 2007 Chevrolet Tahoe | 160,675 miles |
| 4. Unit #2368 2007 Chevrolet Tahoe | 140,200 miles |
| 5. Unit #2369 2007 Chevrolet Tahoe | 126,330 miles |

The lower mileage units will be rolled into the relief pool fleet and older high-mileage units will be sold through auction.

On November 5, 2014, an invitation for bid (IFB) was issued and 171 vendors were notified. Three bids were received from the following vendors on November 25, 2014, the bid due date.

Description	Qty.	Penske Chevrolet		Lake Chevrolet		George Chevrolet	
		Unit Price	Line Total	Unit Price	Line Total	Unit Price	Line Total
2015 Chevrolet Tahoe*	5	\$34,548.75*	\$172,743.75	\$34,582.75*	\$172,917.75	\$35,005.30*	\$175,026.50
Sales Tax (8%)			\$13,816.00		\$13,829.92		\$13,998.62
Total			<b>\$186,559.75</b>		<b>\$186,747.67</b>		<b>\$189,025.12</b>

*\*Includes a non-taxable tire fee of \$8.75 per vehicle*

Penske Chevrolet was the lowest responsive responsible bidder. Therefore, staff is recommending the award to Penske Chevrolet of Cerritos for the purchase of the five 2015 Chevrolet Tahoes.

**Attachment(s)**

None.





Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3P  
Consent Calendar

**Sole Source Purchase Order  
Helicopter Rescue Hoist Assembly**

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**Contact(s) for Further Information**

Dave Thomas, Assistant Chief [davethomas@ocfa.org](mailto:davethomas@ocfa.org) 714.573.6012  
Operations Department

David Steffen, Division Chief [davidsteffen@ocfa.org](mailto:davidsteffen@ocfa.org) 714.527.0537  
Division 7

**Summary**

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

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the approved FY 2014/15 budget; however, a transfer from the CIP Fund 133 to the General Fund 121 will be included in the Mid-year Budget Adjustment to properly classify the expense.

**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.

For the past ten years OCFA Air Operations has been using the Hoist Simulator Tower at Station 41 (Fullerton Airport), which is equipped with a fully operational rescue hoist leased to the OCFA from Goodrich at a cost of one dollar per year. The simulator tower allows staff to train and practice in a safe and cost effective manner, on equipment and in an environment that is identical to our three hoist equipped aircraft.

The leased hoist on the simulator tower is due for a ten-year overhaul. The base price for the overhaul is approximately \$60,000. Additional costs will include parts and labor for worn or damaged components discovered during inspection. During a similar overhaul performed in 2011 those additional costs amounted to \$30,000. The cost of a new hoist is approximately \$210,000.

Goodrich has advised OCFA that they will not absorb the overhaul costs and maintain the current lease agreement. After negotiating with Goodrich representatives, Staff obtained a quote from Goodrich to sell the fully overhauled hoist to the OCFA for a total price of \$162,000. This arrangement allows Goodrich to recoup the cost of their investment to overhaul the hoist and is more cost effective than if OCFA procured a new hoist.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3Q  
Consent Calendar

**Award of Bid #RO1980**  
**Fitness Equipment Maintenance and Repair**

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**Contact(s) for Further Information**

Dave Thomas, Assistant Chief Operations Department	<a href="mailto:davidthomas@ocfa.org">davidthomas@ocfa.org</a>	714.573.6012
Bill Lockhart, EMS, Battalion Chief	<a href="mailto:billlockhart@ocfa.org">billlockhart@ocfa.org</a>	714.573.6071
Debbie Casper, Purchasing Manager Business Services Department	<a href="mailto:debbiecasper@ocfa.org">debbiecasper@ocfa.org</a>	714.573.6641

**Summary**

This agenda item is submitted for the approval of a blanket order contract for the maintenance and repair of fitness equipment with Pronto Gym Services, Inc., the lowest responsive and responsible bidder.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

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

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is included in the FY 2014/15 budget.

**Background**

The Wellness and Fitness (WEFIT) program is responsible for the supply, maintenance and repair of all fitness equipment located at the 71 fire stations and the RFOTC. In order to keep the fitness equipment in working order, OCFA contracts for services that include regular bi-annual maintenance and repairs based on time and materials cost. The prior bid was awarded to A Plus Fitness Service and the annual contract has been renewed for the additional four options.

***IFB Preparation and Recommendation for Award***

On November 5, 2014, an Invitation for Bid (IFB) was issued and 59 firms were notified. Bids were received from the following five (5) vendors on November 26, 2014:

<b><i>Vendor Name</i></b>	<b><i>Cost for bi-annual service maintenance</i></b>
Pronto Gym Fitness Inc.	\$ 7,300.00
Premier Fitness Service	\$10,800.00
Southern California Fitness*	\$14,400.00
Out-Fit	\$18,000.00
A Plus Fitness Service	\$48,000.00

*\*Bidder did not submit required documents and was considered non-responsive*

Based on the results of the bid, the follow up meeting and the reference checks, staff recommends award of the contract to Pronto Gym Fitness, Inc. the lowest, responsive, responsible bidder.

While Pronto's bid amount was \$7,300, staff is requesting authorization to issue a blanket order in the amount of \$50,000. This amount will provide funding not only for the bi-annual maintenance, but also any additional service or repair needs on fitness equipment during the contract term. The bid amount reflected in the table above reflects only the equipment maintenance service.

The additional funding is requested for repairs of the much used and aging equipment are highly anticipated. A majority of this equipment has been in place for ten years and will likely require more frequent repairs. Repair needs will be based on a time and materials basis and will be pre-authorized.

The Purchasing and EMS sections met with Pronto Gym Fitness, Inc. to discuss the expectations and verify their understanding of the scope of work.

**Attachment(s)**

None.



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 3R  
Consent Calendar

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**Federal Lobbying Contract Renewal**

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**Contact(s) for Further Information**

Sandy Cooney, Communications Director    [sandycooney@ocfa.org](mailto:sandycooney@ocfa.org)    714.573.6108  
Corporate Communications

Jay Barkman, Legislative Analyst    [jaybarkman@ocfa.org](mailto:jaybarkman@ocfa.org)    714.573.6048

**Summary**

This agenda item is a renewal of OCFA's federal lobbying contract with the firm Holland & Knight. Based on the results of a Request for Proposals in 2013 Holland & Knight was awarded an initial 2 year contract for a monthly fee of \$4,200. No increase is being requested for 2015 but staff is requesting authorization to allow the Fire Chief to approve an increase in 2016 or 2017 not to exceed 3%.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Approve and authorize the Fire Chief to execute the Professional Services Agreement with Holland & Knight for up to three one-year renewals and to approve an increase of no more than 3% in year two or three.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

The OCFA has employed a federal lobbyist for over ten years and in 2013 conducted a Request for Proposals (RFP) to explore cost savings. The RFP resulted in an award to a new firm, Holland & Knight. The principals assigned by the firm to OCFA are Lisa Barkovic and Dan Maldonado. The firm was initially awarded a two year contract.

The firm was selected in 2013 based on the scoring of five firms that submitted proposals and interviews with two of those firms. All five proposals were assessed based on the expertise with issues relating to the Department of Homeland Security, Federal Emergency Management Agency and local municipal issues related to public safety. In addition, the firm of Holland and Knight and the principals assigned demonstrated experience and knowledge of the FEMA Urban Search & Rescue National System. Specifically, Holland & Knight represent the City of Phoenix and Phoenix Fire Department, like OCFA, is a local agency sponsor of a FEMA US&R

Task Force. Their personnel have been active with OCFA in leading national efforts to secure funding and authorizing legislation for US&R.

Over the last two years the firm of Holland & Knight, through Dan and Lisa's work, has successfully communicated the need to fund the 28 National US&R Task Forces. This has been demonstrated to OCFA by the fact that while other federally supported programs and grants have been reduced funding for US&R has remained consistent. Specifically, funding for FEMA is provided under the Homeland Security Appropriations Bill and the President's recent immigration reform proposals are also contained in part under this measure.

**Attachment(s)**

Holland & Knight Letter dated December 23, 2014

# Holland & Knight

800 17th Street, NW, Suite 1100 | Washington, DC 20006 | T 202.955.3000 | F 202.955.5564  
Holland & Knight LLP | www.hklaw.com

Lisa Ann Barkovic  
Sr Policy Advisor  
(202) 419-2486  
lisa.barkovic@hklaw.com

December 23, 2014

Mr. Jay Barkman  
Legislative Analyst/Grants Administrator  
Orange County Fire Authority  
1 Fire Authority Road  
Irvine, CA 92602

Re: Federal Legislative Consulting Extension of Services

Dear Mr. Barkman:

As a follow-up to our discussion regarding the firm's contract agreement, we believe the advocacy services we have provided have resulted in not only sustaining USAR funding for OCFA and addressing grants program concerns but also helping to showcase USAR's role as a critical national emergency response capability.

In order to sustain this advocacy effort, we would propose for OCFA's consideration the following:

- Current contract be extended with the same terms and conditions.
- As appropriate, a longer contract period, up to three years, be considered to maximize the results and to continue to strengthen the Congressional and Administration program relationships, especially to ensure continuity for the program in the new Congress.
- Contract price remain unchanged for one year with option to discuss increase in year 2.

As you know, our level of billing represents a discount from standard billing rates, which we provide from time to time to public sector clients as a public service. Our monthly fee is inclusive of routine costs and out-of-pocket expenses, including our travel to meet with OCFA, long distance telephone, photocopying, ground transportation and meals.

Mr. Jay Barkman  
December 23, 2014  
Page 2

We would, of course, continue to work with OCFA to organize a broader coalition effort with other USAR taskforce members. Further, we will maintain our ongoing reporting and communication processes and deliverables, working in close collaboration and coordination with you.

We look forward to our continuing working relationship to advance OFCA's interests and concerns in our nation's capital.

Sincerely yours,

A handwritten signature in black ink that reads "Lisa A. Barkovic". The signature is written in a cursive style with a long, sweeping tail on the "v" at the end.

LISA ANN BARKOVIC  
HOLLAND & KNIGHT LLP





Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 5A  
Discussion Calendar

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**Contract Increase - Purchase of Five Type I Engines**

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**Contact(s) for Further Information**

Brian Stephens, Assistant Chief Support Services Department	<a href="mailto:brianstephens@ocfa.org">brianstephens@ocfa.org</a>	714.573.6008
Rick Oborny, Fleet Services Manager	<a href="mailto:rickoborny@ocfa.org">rickoborny@ocfa.org</a>	714.573.6651

**Summary**

This item is submitted for approval to amend and increase the purchase order contract to Kovach Mobile Equipment Corp. (KME) for the payment of five Type I Engines.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

1. Approve and authorize the Purchasing Manager to process \$64,016.62 for two change orders increasing P0008275 for the purchase of five Type I Engines for a total not to exceed amount of \$2,637,553.27.
2. Approve and authorize the Purchasing Manager to issue a purchase order to KME in the amount of \$2,138,152.76 for the purchase of four additional Type I Engines.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Funding is available in the existing FY 2014/15 CIP Fund 133 Vehicle Replacement Fund for the change order and purchase of the additional four units.

**Background**

As a result of a formal RFP process, on January 24, 2013, the Executive Committee approved the purchase of four Type I Engines from KME and authorized the Fire Chief to approve up to four additional one-year options upon mutual agreement with the price escalation based on PPI and a maximum increase of 3% for the purchase of additional units. Based on the five year CIP budget it was estimated that OCFA would purchase a total of 19 Type I units during the next five years.

OCFA has accepted the original four units and placed an order for five additional units on December 17, 2013 (P0008275). At the pre-construction meeting in February 2014, a number of enhancements were made to the build i.e., upgraded seating (to eliminate back injuries and make donning the Firefighters breathing apparatus more efficient), upgraded intersection preemption device with GPS activation, upgraded code III lighting, and a new style hose-bed cover creating a level walking surface while on the top of the unit. All these enhancements

have been made with safety of firefighters and the public in mind. The fleet services manager authorized the changes because the amount did not exceed 15% of the total contract however these changes resulted in an additional cost of \$11,650 per unit (plus tax) for a total of \$62,910. The change order was not submitted to purchasing for processing and is now being submitted for approval due to the OCFA Board of Directors policy which requires change orders over \$50,000 to be approved and authorized by the Executive Committee.

To prevent this from occurring in the future, the fleet manager attended purchasing training on November 20, 2014, and now understands the OCFA Roles and Responsibilities Authorities Matrix as it relates to change orders.

At the direction of the Fire Chief, an additional change is requested for these five units to replace the three section 35' extension ladder with a two section 24' ladder. There will be a \$1,106.62 freight charge to exchange the ladders on the two units received by KME West. Once this last change is made, it is anticipated that the units will be ready for delivery by the end of January 2015. This enhancement will eliminate the need for a three man operation to dawn a ladder and enhance safety by reducing back and shoulder injuries for the crews.

#### ***Additional Order***

There is currently funding to replace five Type I Engines in the FY 14/15 budget. Due to the cost of the Tractor Drawn Aerials (TDA's) coming in higher than budgeted, staff recommends the purchase of four Type I Engines instead of five to provide the needed funding for the purchase of four TDA's. In addition, staff is recommending opting out of the five year warranty on this purchase. The OCFA exposure will be minimal as the KME standard warranty is one year; however, all the sub-assemblies to construct the apparatus have their own manufacturers warranties, i.e., engine and transmission three years, body and paint ten years, water tank life time, and the situation is very similar as we look at other independent components. Staff has recommended the five year warranty in the past as the Fleet Services Section was not fully staffed; positions have been filled making time available for these types of minor repairs.

KME has agreed to offer the additional units at an increase of three percent based on PPI and within the contract limits. This three percent increase is applied to the revised specification with the change order as shown in Attachment 2.

#### **Attachment(s)**

1. KME Letter dated March 31, 2014, regarding Change Order
2. Unit Cost Summary
3. KME letter dated November 20, 2014, regarding Pricing and Price Extension



Department: Sales Engineering  
 P72-3-F1  
**Vehicle Specification Change Order**

Original Issue Date: 12/20/2011  
 Revision: 2  
 Revision Date: 01/15/2013

Customer:	Orange County, CA	GSO #:	9574-78
Sales Rep:	Dean Carriger	Change #:	1
Sales Engineer:	Mike Messner	Release Date:	6/4/2014

Unit Status/Location:	Not in Production	Will change affect delivery date?	No
Total Charge to Sales Rep:	\$0.00		
Total Charge to Customer:	\$11,650.00		
Authorized By:	<i>Jason Williams</i>		

**Distribution List**

Sales Rep - Sales Engineer - Accounting - Purchasing - Bill of Materials  
 Cab Engineering - Cab Trim - Body Engineering - Dash/Bumper Construction  
 Final Fab Parts - Final Production Plants

ITEM NUMBER	ITEM DESCRIPTION	COST TO SALES REP	COST TO CUSTOMER
1	Clarification: There will be intake grilles located on both sides of the cab to match 8986-89		
2	The USSC part numbers are as follows: P/N: VALOR-DHAN9301-5P-00 P/N: VALOR-DHAN9302-5P-00 P/N: VALOR-FBASN301-5P-00 P/N: VALOR-FBASN302-5P-00 P/N: VALOR-FPANN301-5P-00		
3	Clarification: The cab door handles will be FDNY style to allow them to be keyed to CH751 and be lockable from the interior.		
4	The specified four hose bed doors will be deleted and A lock and load hose bed cover will be installed from the full width divider to the rear of the hose bed. The cover will have the following features: 1. All welds will be continuous. 2. The hinge will have extra reinforcement to prevent metal from cracking on the full width divider. 3. A slow close type shock will be used to prevent the cover from slamming. 4. A nylatron wedge will be installed on the upper inside rearward edge to keep hose couplings from hitting the lid while the hose is deploying.		\$350.00



Department: Sales Engineering  
P72-3-F1  
**Vehicle Specification Change Order**

Original Issue Date: 12/20/2011  
Revision: 2  
Revision Date: 01/15/2013

Customer:	Orange County, CA	GSO #:	9574-78
Sales Rep:	Dean Carriger	Change #:	1
Sales Engineer:	Mike Messner	Release Date:	6/4/2014

5	Twin Turbo Series lighted alarm (red) part # TLHW-V88R-930-QF. This is a red flashing light with a Warble Tone and volume control. This will be used for all "Do not move vehicle" applications- compartment open, pole lights up, etc. This will also be used for ALL drive engine component alarms too.		
6	AudioLarm II Series part # CH-V09-525-S(M). This is a Chime Tone with volume control. This will be used for ALL seat belt alarms.		
	Changes made at Pre-Con		\$11,300.00

**ORANGE COUNTY FIRE AUTHORITY**  
**DC1820 – Type I**  
**Unit Cost Summary**

The 2013 pricing was held through December 31, 2013

<b>Item Description</b>	<b>P0007858 2/4/13</b>	<b>P0008275 12/17/13</b>	<b>P0008275 Change Order Request</b>
	<b>(4 units)</b>	<b>(5 units)</b>	<b>(5 units)</b>
KME Type I per Spec 06-1-8	\$460,674.00	\$461,926.00**	\$473,576.00
Sales Tax (8%)	36,853.92	36,954.08	37,886.08
Five Year Warranty*	11,815.00	11,815.00	11,851.00
Transportation Fee*	4,000.00	4,000.00	4,000.00
Tire Fee*	12.25	12.25	12.25
Unit Cost	\$513,355.17	\$514,707.33	\$542,669.19
Inspection Travel*	<i>Paid separate</i>	<i>Negotiated travel in lieu of liquidated damages</i>	
	\$2,053,420.68	\$2,573,536.65	<b>2,636,446.65</b>

\*Non taxable

\*\*Included change order of \$1,692 from original order

<b>Item Description</b>	<b>P0008275 Change Order Request</b>	<b>New pricing for additional units</b>	<b>Incre ase</b>
	<b>(5 units)</b>	<b>(4 units)</b>	
KME Type I per Spec 06-1-8	\$473,576.00	\$487,783.28	3%
Sales Tax (8%)	37,886.08	39,022.66	3%
Five Year Warranty*	11,851.00	<i>opt out**</i>	
Transportation Fee*	4,000.00	4,120.00	3%
Tire Fee*	12.25	12.25	
Unit Cost	\$542,669.19	530,938.19	
Inspection Travel*		14,400.00	
	\$2,636,446.65	\$2,138,152.76	

\*Non taxable

\*\*Opt out - Five year warranty cost \$12,170.11 per unit



Rick Oborny, Fleet Services Manager  
 Orange County Fire Authority  
 1 Fire Authority Road  
 Irvine, CA 92602

November 20, 2014

Dear Rick,

This letter is in reference to RFP DC1820, and the attached document which provides guidance on price extensions. The attached letter, dated July 24, 2014, provides pricing for the purchasing of additional units under the aforementioned RFP. The letter provided pricing for units purchased prior to December 31, 2014.

KME has recalculated the price of the units to be purchased through February 28, 2015. An error in pricing was discovered when researching the extension of the price indicated in the next paragraph. The new per unit price will be \$504,085.64. This price includes all factors used to determine a price except for California State sales tax. Please use the above price when preparing the Purchase Order.

· Unit Cost	487,783.28
· Tire Fee	12.25
· 5-Year Warranty Cost	12,170.11
· Delivery Fee	4,120.00
<u>Total cost per unit:</u>	<u>\$504,085.64</u>

Due to extenuating circumstances KME is willing to extend the pricing quoted in the July 24, 2014 letter through February 28, 2015.

Please contact me if you have any questions regarding this issue,

Dean Carriger,

California Sales Manager

KME Fire Apparatus



Orange County Fire Authority  
**AGENDA STAFF REPORT**

**Executive Committee Meeting**  
**January 15, 2015**

**Agenda Item No. 5B**  
**Discussion Calendar**

**Blanket Order Contract Increase & Renewal**  
**General Counsel Services**

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**Contact(s) for Further Information**

Jeff Bowman, Fire Chief	<a href="mailto:jeffbowman@ocfa.org">jeffbowman@ocfa.org</a>	714.573.6010
Lori Zeller, Assistant Chief Business Services Department	<a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a>	714.573.6020

**Summary**

With the changes to the Roles and Responsibilities Matrix and purchasing regulations effective July 2014, this agenda item seeks approval to increase and renew Blanket Order 1267 for General Counsel Services provided by Woodruff Spradlin & Smart (WSS). This contract has not been presented to the Executive Committee for value increase or renewal in the past, since it was originally established as an ongoing contract with no specified duration or limits on contract value. Staff is seeking Executive Committee input regarding future provision of legal services.

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

1. Approve and authorize the Purchasing Manager to increase BO1267 with Woodruff Spradlin & Smart by \$120,000 for three months of services (December 2014 - February 2015) during the remainder of the contract year.
2. Approve and authorize the Purchasing Manager to renew the blanket order with Woodruff Spradlin & Smart for one year (March 1, 2015 - February 28, 2016) at an amount of \$475,000.
3. Direct staff to increase the annual budget for legal services from \$375,000 to \$475,000 in the Mid-year Budget Adjustments that will be submitted to the Board in March 2015.
4. Direct staff to prepare an analysis of options relating to legal services during 2015 and return to the Executive Committee for review of recommendations, prior to review with the Board of Directors. The analysis should include:
  - a. A review of advantages/disadvantages related to hiring a full-time staff attorney for specialized labor-related services (labor negotiations, MOU legalities, personnel investigations, etc.), and potentially also including general contract law.
  - b. A review of advantages/disadvantages related to hiring a full-time staff attorney for General Counsel Services versus OCFA's historical practice of using contract services.

**Impact to Cities/County**

Not Applicable.

### **Fiscal Impact**

Funds for legal services are currently budgeted at \$375,000 per year and staff has previously requested adjustments to the budget, when needed. Since the cost of annual legal services is averaging \$475,000 per year, the annual budget should be increased by \$100,000. Any additional requirements for specialty legal services will continue to be requested as-needed.

### **Background**

See the attached extended background regarding the history and overview of the contract for legal services.

### **Attachment(s)**

1. Agreement for Legal Services
2. Schedule of Hourly Rate Adjustments - Woodruff Spradlin & Smart
3. Legal Costs by Fiscal Year - Woodruff Spradlin & Smart
4. Legal Costs for Special Counsel – Fiscal Years 2013/14 & 2014/15



## Background

The Amended OCFA Joint Powers Agreement states that “the Board shall appoint general counsel and special counsel to the Authority to serve as necessary.” Following completion of a Request for Proposal process in 1995, the Board of Directors approved an Agreement for Legal Services with Rourke, Woodruff and Spradlin (now known as Woodruff Spradlin & Smart or WSS), appointing Terry Andrus to serve as General Counsel. Within the agreement, contract terms were established for hourly rates; however, there were no annual contract limits established and no fixed contract duration. In 2011, the agreement was modified with approval of the Board of Directors to appoint David Kendig as General Counsel, following Terry Andrus’ retirement. Both of these agreements are provided as Attachment 1.

Since 1995, the hourly rates have been adjusted on three occasions with approval by the Board of Directors (Attachment 2). The annual cost of the contract has varied over the years, based on the differing levels of activity that have required input from General Counsel and input from other members of WSS legal staff for specialty services. A summary of WSS legal costs for the last five fiscal years is provided as Attachment 3. In some cases, WSS will facilitate the hiring of special counsel for the OCFA, oversee the work performed, and issue payment to special counsel on behalf of the OCFA. When this occurs, WSS passes-through the costs for special counsel in the WSS invoices that are sent to OCFA. Therefore, the costs shown on Attachment 3 include both direct WSS work and pass-through costs for special counsel work that is coordinated by WSS. Last fiscal year, the OCFA saw a rather significant increase in activities requiring legal guidance, and as a result there was a corresponding increase in annual costs. On average, annual costs for WSS services (including the pass-through costs) amount to about \$475,000 per year.

Based on the average annual costs of \$475,000, and average monthly cost of about \$40,000, staff is requesting approval to:

- **Increase the current blanket order by \$120,000:** The proposed increase is needed to fund the remaining three months (December 2014 to February 2015) of services in the current contract year. In the past when additional funding was required, staff would proceed in processing the increase, since no value limits had been established for this contract. However, in light of the changes made to the Roles and Responsibilities Matrix and purchasing regulations effective July 2014, staff reviewed this past practice and determined it was appropriate to bring the proposed increase to the Executive Committee for approval.
- **Renew the blanket order for one year at \$475,000:** The proposed renewal will provide for continued legal services from WSS through February 2016, and allow time for analysis of options relating to the provision of future legal services.

It should be noted that the OCFA incurs costs for legal services, in addition to the amounts paid to WSS, when outside counsel is retained directly by the OCFA for specialty services, separate from WSS. Specialty legal services in FY 2013/14 and FY 2014/15 have included labor negotiations, employee-related investigations, bond tax and disclosure counsel, and litigation counsel for the validation matter and appeal. Attachment 4 is a summary of legal costs for specialty legal services for the last two fiscal years.

In reviewing costs associated with WSS services, combined with costs for specialty legal services, it appears that a large portion of the OCFA's legal costs relate to personnel and labor-related specialties. Therefore, our staff recommendations include a suggestion that we analyze the advantages/disadvantages of hiring a full-time staff attorney for specialized labor-related services (labor negotiations, MOU legalities, personnel investigations, etc.), and potentially to also handle general topics of contract law. Carve-out of labor-related legal services would still require that the OCFA obtain General Counsel Services, either through an in-house attorney or through continued contract services for its general legal needs.

With approval by the Executive Committee, staff will conduct a comprehensive review of future options for provision of legal services during 2015, including use of the City Manager Technical Advisory Committee for input and participation in the analysis. Staff would then return to the Executive Committee for discussion and input, prior to submittal to the Board of Directors.

**AGREEMENT FOR LEGAL SERVICES**

THIS AGREEMENT is made and entered into as of the 16<sup>th</sup> day of November, 1995, by and between the ORANGE COUNTY FIRE AUTHORITY, a California joint powers authority, hereinafter "Fire Authority" and ROURKE, WOODRUFF & SPRADLIN, a professional corporation, hereinafter "Attorneys."

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

AGREEMENT

1. The Fire Authority hereby retains and employs Attorneys to provide legal services as general counsel of the Orange County Fire Authority. In this regard, Terry C. Andrus is designated as General Counsel. He will perform the services of General Counsel and be assisted by other attorneys in the firm.

2. The Fire Authority retains and employs Attorneys to provide legal services required in connection with Fire Authority operations pursuant to its joint powers agreement and applicable laws. Attorneys shall provide legal services reasonably required to advise and represent the Fire Authority. Attorneys shall keep the Fire Authority informed about the progress of the representation and respond to inquiries of members of the Board of Directors and staff regarding the status of matters for which Attorneys are representing the Fire Authority or where advice has been sought. It is understood that the legal services shall include, but are not limited to, the following:

- (a) The preparation of ordinances, resolutions, orders, agreements,

forms, notices, declarations, certificates and other documents;

(b) Attendance at all meetings of the Board of Directors and meetings of any committees where attendance is requested;

(c) Rendering legal advice and opinions concerning legal matters that affect the Fire Authority, including new legislation and court decisions;

(d) Advising and representing the Fire Authority in labor relations matters;

(e) Representing the Fire Authority in litigation involving the Fire Authority, including both prosecution and defense; and

(f) Providing all other legal services as may be required.

3. The Fire Authority agrees to pay Attorneys \$140.00 per hour for attorney services and \$85.00 per hour for paralegal/clerk services which do not include secretarial time or secretarial functions. The Fire Authority also agrees to pay all costs incurred by Attorneys on behalf of the Fire Authority, such as filing fees, messenger fees, long-distance telephone and fax charges, process service fees, extraordinary photocopying, computer-assisted research, out-of-county travel, reporter's fees and document reproduction costs, expert witnesses, consultants, investigators or other professionals as may be necessary to assist Attorneys in representing and serving Fire Authority. Any adjustment in the hourly fees paid to Attorney must be approved by the Executive Committee of the Fire Authority.

4. Attorneys shall submit a monthly itemized statement to the Fire Authority for legal services provided and costs incurred during the preceding

month. The itemization shall include the actual time spent on each activity (no group billing) with its extended charge separately stated. Fire Authority shall pay said statement after review and approval in the normal course of business. Attorneys and Fire Authority shall meet at least once quarterly to review the billings and level of service for the prior quarter and estimate service levels and billings for the next quarter.

5. All attorneys providing services for the Fire Authority are independent contractors, providing such services on a contract basis, and shall not be considered employees of the Fire Authority.

6. It is understood by the attorneys that, notwithstanding anything to the contrary contained herein, the Fire Authority retains its discretion to retain separate legal counsel on matters wherein it is believed to be in its best interest to do so.

7. This Agreement shall commence upon approval of the Fire Authority, and shall retain and continue in effect until terminated or otherwise modified. It is expressly agreed that either party to this Agreement may terminate it for any reason upon thirty (30) days' written notice of termination.

8. Attorneys shall indemnify, defend and save harmless the Fire Authority, its officers, directors, employees and agents from and against any and all claims (including attorney's fees and reasonable expenses for litigation or settlement), for any loss or damages for bodily injuries, including death, or loss of, damage to or loss of use of property caused by the negligent acts, omissions or willful misconduct by Attorneys, its officers, directors, or employees in connection

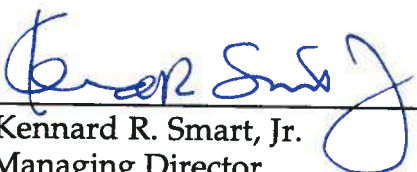
with or arising out of the performance of this Agreement.

9. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter thereof.

ORANGE COUNTY FIRE AUTHORITY

By:   
Larry J. Holms  
Director of Fire Services

ROURKE, WOODRUFF & SPRADLIN

By:   
Kennard R. Smart, Jr.  
Managing Director

**AGREEMENT FOR LEGAL SERVICES**

THIS AGREEMENT is made and entered into as of the 5<sup>th</sup> day of October, 2011, by and between the ORANGE COUNTY FIRE AUTHORITY, a California joint powers authority, hereinafter "Fire Authority," and WOODRUFF, SPRADLIN & SMART, a professional corporation, hereinafter "Attorneys."

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

**AGREEMENT**

1. The Fire Authority hereby retains and employs Attorneys to provide legal services as general counsel of the Orange County Fire Authority. In this regard, David E. Kendig is designated as General Counsel. He will perform the services of General Counsel and be assisted by other attorneys in the firm.

2. The Fire Authority retains and employs Attorneys to provide legal services required in connection with Fire Authority operations pursuant to its joint powers agreement and applicable laws. Attorneys shall provide legal services reasonably required to advise and represent the Fire Authority. Attorneys shall keep the Fire Authority informed about the progress of the representation and respond to inquiries of members of the Board of Directors and staff regarding the status of matters for which Attorneys are representing the Fire Authority or where advice has been sought. It is understood that the legal services shall include, but are not limited to, the following:

(a) The preparation of ordinances, resolutions, orders, agreements, forms, notices, declarations, certificates and other documents;

(b) Attendance at all meetings of the Board of Directors and meetings of any committees where attendance is requested;

(c) Rendering legal advice and opinions concerning legal matters that affect the Fire Authority, including new legislation and court decisions;

(d) Advising and representing the Fire Authority in labor relations matters;

(e) Representing the Fire Authority in litigation involving the Fire Authority, including both prosecution and defense; and

(f) Providing all other legal services as may be required.

3. The Fire Authority agrees to pay Attorneys \$190.00 per hour for attorney services and \$85.00 per hour for paralegal/clerk services. The Fire Authority also agrees to pay all costs incurred by Attorneys on behalf of the Fire Authority, such as filing fees, messenger fees, long-distance telephone and fax charges, process service fees, authorized staff overtime, extraordinary photocopying, computer-assisted research, out-of-county travel, reporter's fees and document reproduction costs, expert witnesses, consultants, investigators or other professionals as may be necessary to assist Attorneys in representing and serving Fire Authority. Any adjustment in the hourly fees paid to Attorney must be approved by the Executive Committee of the Fire Authority. No adjustment may exceed 10% in any 12-month period.

4. Attorneys shall submit a monthly statement to Fire Authority for legal services provided and costs incurred during the preceding month. Fire Authority shall pay said statement after review and approval in the normal course of business. Attorneys and Fire Authority shall meet at least once quarterly to review the billings and level of service for the prior quarter and estimate service levels and billings for the next quarter.

5. All attorneys providing services for the Fire Authority are independent



contractors, providing such services on a contract basis, and shall not be considered employees of the Fire Authority.

6. This Agreement shall commence upon approval by the Fire Authority, and shall remain and continue in effect until terminated or otherwise modified. It is expressly agreed that either party to this Agreement may terminate it for any reason upon thirty (30) days' written notice of termination.

7. Attorneys shall indemnify, defend and save harmless the Fire Authority, its officers, directors, employees and agents from and against any and all claims (including attorneys' fees and reasonable expenses for litigation or settlement), for any loss or damages for bodily injuries, including death, or loss of, damage to or loss of use of property caused by the negligent acts, omissions or willful misconduct by Attorneys, its officers, directors, or employees in connection with or arising out of the performance of this Agreement.

8. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof.

ORANGE COUNTY FIRE AUTHORITY

By: Keith Richter  
Keith Richter  
Fire Chief

WOODRUFF, SPRADLIN & SMART

By: Kennard R. Smart, Jr.  
Kennard R. Smart, Jr.  
Managing Director

**Orange County Fire Authority  
Schedule of Hourly Rate Adjustments  
Woodruff Spradlin & Smart**

<b>Effective Date</b>	<b>Rate for Partner/Associate</b>	<b>Rate for Paralegal</b>
November 16, 1995	\$140	\$85
September 27, 2001	\$160	\$85
November 17, 2005	\$175	\$85
March 27, 2008	\$190	\$85

**Orange County Fire Authority  
Legal Costs by Fiscal Year  
Woodruff Spradlin & Smart**

Legal Costs by Department or Topic	2010/11	2011/12	2012/13	2013/14	2014/15 (Note 1)	Average Annual Cost (Note 2)
<u>Services Tracked by Department</u>						
Fire Chief	25,637	17,500	5,924	2,779	824	11,924
Human Resources	55,355	54,900	31,909	68,138	28,708	54,115
Clerk of the Authority	24,674	12,909	29,084	34,661	9,087	25,000
Operations	21,192	32,423	56,981	15,783	6,941	30,185
Fire Prevention	51,596	18,636	17,473	16,348	1,919	23,994
Support Services	35,681	14,746	30,845	32,238	8,216	27,560
Business Services	116,287	55,932	44,898	66,442	23,200	69,455
Board of Directors	94,442	47,228	62,888	149,737	72,963	96,738
<b>Subtotal of Services Tracked by Department</b>	<b>424,864</b>	<b>254,272</b>	<b>280,002</b>	<b>386,126</b>	<b>151,857</b>	<b>338,971</b>
<u>Services Tracked by Topic</u>						
Seminars & Training	-	-	3,200	4,400	1,200	1,992
Liability Issues / Others	864	68,484	247	4,183	192	16,748
Medix Ambulance / City of MV	16,134	-	925	677	-	4,016
HazMat Fees Investigation	-	-	41,011	15,996	6,829	14,454
JPA Amendment Validation				21,998	1,282	5,271
Dept of Industrial Relations				23,061	2,994	5,899
<b>Subtotal of Services Tracked by Topic</b>	<b>16,998</b>	<b>68,484</b>	<b>45,383</b>	<b>70,314</b>	<b>12,497</b>	<b>48,379</b>
<u>Special Counsel Coordinated through WSS / Pass-Through</u>						
Conrad & Associates			2,137			484
Grant Thornton		197,500				44,717
Rutan & Tucker				11,585		2,623
Richard Hobin				1,500		340
Labor Solutions, Inc.				19,593		4,436
PW Construction				142,881	302	32,419
<b>Subtotal of Pass-Through Services</b>	<b>-</b>	<b>197,500</b>	<b>2,137</b>	<b>175,559</b>	<b>302</b>	<b>85,018</b>
<b>Total Legal Costs by Fiscal Year</b>	<b>441,862</b>	<b>520,257</b>	<b>327,522</b>	<b>631,999</b>	<b>164,656</b>	<b>472,369</b>

Note 1: The costs shown for 2014/15 only represent 5 months of billing (July - Nov 2014).

Note 2: The Average Annual Cost is adjusted for the partial year of data for 2014/15.

**Orange County Fire Authority  
 Legal Costs for Special Counsel  
 Fiscal Years 2013/14 and 2014/15**

Special Counsel	Specialty Legal Services	2013/14	2014/15 YTD (Note)	Total
Liebert, Cassidy, & Whitmore	Labor Negotiations, Employee Investigations	81,844	79,077	160,921
Filarsky & Wyatt	Employee Complaint - Selection Appeal	12,820	-	12,820
Richards, Watson, Gershon	Litigation Counsel - Validation of Second Amendment	90,356	40,567	130,923
Hawkins, Delafield & Wood	Bond Tax & Disclosure Counsel	-	45,959	45,959
<b>Total Legal Costs for Special Counsel</b>		<b>185,020</b>	<b>165,603</b>	<b>350,623</b>

Note: The costs shown for 2014/15 only represent 5 months of billing (July - Nov 2014).



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Executive Committee Meeting  
January 15, 2015

Agenda Item No. 5C  
Discussion Calendar

**Director Request  
for Preparation of Pension Report**

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**Contact(s) for Further Information**

Rick Barnett, OCFA Director	<a href="mailto:rbarnett@villapark.org">rbarnett@villapark.org</a>	714.958.1500
Jeff Bowman, Fire Chief	<a href="mailto:jeffbowman@ocfa.org">jeffbowman@ocfa.org</a>	714.573.6010
Lori Zeller, Assistant Chief Business Services Department	<a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a>	714.573.6020

**Summary**

This agenda item is submitted in response to a request from Director Barnett (Villa Park) for staff to prepare a report regarding OCFA's pension plans with the Orange County Employees Retirement System (OCERS).

**Prior Board/Committee Action**

Not Applicable.

**Recommended Action(s)**

Review the request and provide direction to staff regarding preparation of any additional reports.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

Attached is a request received from Rick Barnett, OCFA Director from the City of Villa Park, regarding OCFA pension plans. Rule 2b of the Board Rules states the following regarding Board Member requests for items to be placed on Board agendas:

"During the Board Member Comments portion of a Board meeting, any member may request that an item be placed on a future agenda of the Board of Directors. Staff will prepare reports as appropriate and place the item on the agenda for the next meeting of the Board of Directors. **At any other time, any Board Member may contact the Chair to request that an item be placed on the agenda of the next meeting of the Board of Directors. This item will be placed on the Board Discussion Calendar portion of the agenda for concurrence by the Board. No staff reports or materials will be prepared until the full Board directs that the item be placed on an agenda.**"

Per discussion with Chairman Murray, this request is being presented to the Executive Committee to allow an opportunity for discussion with Director Barnett, and to facilitate a better understanding of the request. In addition, staff has included links to several reports that were prepared over the last year relating to OCFA pension plans.

**Attachment(s)**

1. E-mail Request from Director Barnett, dated December 7, 2014

*The following documents are available electronically – links are included below:*

2. OCFA 2014 Long Term Liability Study, October 2014  
[http://ocfa.org/uploads/pdf/sr\\_bd141023-03.pdf](http://ocfa.org/uploads/pdf/sr_bd141023-03.pdf)
3. Paying Down OCFA's Unfunded Pension Liability, September 2013  
[http://www.ocfa.org/uploads/pdf/sr\\_bd130926-15.pdf](http://www.ocfa.org/uploads/pdf/sr_bd130926-15.pdf)
4. OCERS 2013 Actuarial Valuation Power-Point Summary, Segal Company, June 2014, (Attachment 3a)  
[http://www.ocfa.org/uploads/pdf/sr\\_bf140611-03.pdf](http://www.ocfa.org/uploads/pdf/sr_bf140611-03.pdf)
5. OCERS 2013 Actuarial Valuation Report, Segal Company, June 2014 (Attachment 2a)  
[http://www.ocfa.org/uploads/pdf/sr\\_bf140709-02.pdf](http://www.ocfa.org/uploads/pdf/sr_bf140709-02.pdf)
6. OCERS Illustration of Retirement Costs, Unfunded Actuarial Accrued Liability and Funded Ration under Alternative Economic Scenarios, Segal Company, July 2014 (Attachment 3a)  
[http://www.ocfa.org/uploads/pdf/sr\\_bf140813-03.pdf](http://www.ocfa.org/uploads/pdf/sr_bf140813-03.pdf)
7. OCERS Triennial Study of Actuarial Assumptions, July 2014 (Attachment 3b)  
[http://www.ocfa.org/uploads/pdf/sr\\_bf140813-03.pdf](http://www.ocfa.org/uploads/pdf/sr_bf140813-03.pdf)

**Zeller, Lori**

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**From:** Rick Barnett <rbarnett@villapark.org>  
**Sent:** Sunday, December 07, 2014 10:20 AM  
**To:** dkendig@wss-law.com; Zeller, Lori; Bowman, Jeff  
**Subject:** Pensions

David and Lori, would you please provide a summary of the OCFA pension coverage, ie vesting schedule for both safety and non safety personal, i.e. 3/55 etc in plain English so that all board members can understand it, including the new people. I would request the summary include a synopsis of the benefits including whether or not these are joint life benefits and the effect of a death of the employee on the non employee benefits. Do children get the benefits if both spouses die? What coverage?

Please also provide a plain English translation life expectancy chart so that the board can see what life expectancies are being used to calculate the premiums.

Please also provide a summary of the health insurance benefits pre and post retirement for both classes of employees and well as an explanation of how this coverage interfaces with Medicare. In other words what happens at Medicare age when the private sector is generally relegated to Medicare coverage and how are employees dependents treated at that point?

What is the current aggregate deficit as between health and retirement and what rate of return is presently imputed in determining that deficit?

Finally, what is the status of the law with regard to the OCFS's ability to set the allocation as between the agency and employees. I understand conventional wisdom is that it is controlled by PEPRA , however, I believe there is case authority indicating that the OCFA may have constitutional latitude to transcend PEPRA ( I believe our labor negotiator may be familiar with that issue).

Please segregate the response as between public and privileged information.

Since these programs are driving huge deficits and in my opinion represent the agencies most serious problem, I see this information as crucial.

I intend to make this request and any response public, so please advise as to the scope of any privileged material.

Thanks, Rick

Rick Barnett  
Mayor, Villa Park, CA  
Sent from a mobile device