



April 28, 2021

To: Finance and Administration Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Third Quarter Fiscal Year 2020-21 Procurement Status Report

Overview

The third quarter procurement status report summarizes the procurement activities for information purposes to the Orange County Transportation Authority Board of Directors. This report focuses on procurement activity from January 1 through March 31, 2021, that was approved by the Board of Directors during this period. The third quarter procurement status report also projects future procurement activity for the fourth quarter as identified in the fiscal year 2020-21 budget.

Recommendation

Receive and file as an information item.

Background

The Board of Directors (Board) approved the Orange County Transportation Authority (OCTA) Fiscal Year (FY) 2020-21 Budget on June 8, 2020, which identifies the goods and services that will be purchased during the FY. A quarterly procurement report has been prepared detailing the procurement activity for line items that were approved by the Board during the third quarter of FY 2020-21. The report also provides a “look-ahead” of upcoming procurement activity by Board committee. The quarterly procurement report identifies contractual activity, not dollars spent.

Discussion

During the third quarter of FY 2020-21, the Contracts Administration and Materials Management Department handled 459 different contractual documents. Of the total, 270 procurements, valued at \$213,368,607, were

completed; the remaining procurements will be executed during the fourth quarter of FY 2020-21.

In the third quarter, the Board acted on 24 procurements. The procurements were split between 12 new agreements valued at \$53,379,203, three amendments valued at \$6,829,862, one construction change order valued at \$2,500,000, three cooperative agreements valued at \$256,312,850, one purchase order valued at \$460,332, one sole source agreement valued at \$644,296 and three option-term amendments valued at \$24,536,608. Not all procurements are completed within the quarter in which they begin. Often, the procurements require cost and price reviews, and negotiations which can lengthen the procurement process. Procurements not completed within the third quarter will be completed in the fourth quarter of FY 2020-21. Attachment A shows a list of Board-approved procurements during the third quarter.

Looking forward to the fourth quarter of FY 2020-21 (April through June 2021), the Board committees will be asked to take action on several items such as:

- Consultant selection for the Preparation of Plans, Specifications, and Estimates for Interstate 5 Widening Project between Interstate 405 and Yale Avenue
- Consultant selection for Freeway Chokepoint Study
- Agreement to purchase battery chargers for 40-foot plug-in battery-electric buses
- Consultant selection for preliminary engineering/environmental services Irvine Station Improvements Project
- Consultant selection for construction of building repairs at Garden Grove Bus Base
- Consultant selection for Americans with Disabilities Act access improvements and pavement replacement at Fullerton Park-and-Ride
- Consultant selection for security program review and update

The estimated value of these upcoming procurements is \$22,272,767. Attachments B through F identify procurement activity anticipated in the fourth quarter of FY 2020-21 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the third quarter of FY 2020-21, January 2021 through March 2021, as well as a look-ahead at anticipated procurement activity for the fourth quarter of FY 2020-21. Staff recommends that this report be received and filed as an information item.

Attachments

- A. Board-Approved Contracts – Third Quarter FY 2020-2021
- B. Regional Planning and Highways Committee – Fourth Quarter Outlook (April 1, 2021 through June 30, 2021)
- C. Transit Committee – Fourth Quarter Outlook (April 1, 2021 through June 30, 2021)
- D. Finance and Administration Committee – Fourth Quarter Outlook (April 1, 2021 through June 30, 2021)
- E. Legislative and Communications Committee – Fourth Quarter Outlook (April 1, 2021 through June 30, 2021)
- F. Executive Committee – Fourth Quarter Outlook (April 1, 2021 – June 30, 2021)

Prepared by:



Pia Veesapen
Director, Contracts Administration and
Materials Management
(714) 560-5619

Approved by:



Andrew Oftelie
Chief Financial Officer,
Finance and Administration
(714) 560-5649