



Orange County Transportation Authority

Finance and Administration Committee Agenda

Wednesday, May 10, 2023 at 10:30 a.m.

Board Room, 550 South Main Street, Orange, California

Committee Members

Michael Hennessey, Chairman
Patrick Harper, Vice Chairman
Andrew Do
Jamey Federico
Brian Goodell
Steve Jones
Vicente Sarmiento

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the Orange County Transportation Authority (OCTA) Clerk of the Board's office at (714) 560-5676, no less than two business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda Descriptions

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

Public Availability of Agenda Materials

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Meeting Access and Public Comments on Agenda Items

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In-Person Comment

Members of the public may attend in-person and address the Board regarding any item. Please complete a speaker's card and submit it to the Clerk of the Board or notify the Clerk of the Board the item number on which you wish to speak. Speakers will be recognized by the Chairman at the time the agenda item is to be considered. Comments shall be limited to three minutes.

Written Comment

Written public comments may also be submitted by emailing them to ClerkOffice@octa.net, and must be sent by 5:00 p.m. the day prior to the meeting. If you wish to comment on a specific agenda item, please identify the item number in your email. All public comments that are timely received will be part of the public record and distributed to the Board. Public comments will be made available to the public upon request.

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Call to Order

Pledge of Allegiance

Director Federico

Special Calendar

1. Taxable Sales Forecast - MuniServices

Sam Kaur/Andrew Oftelie

Overview

Orange County Transportation Authority contracts with several economic specialists to provide an annual 30-year taxable sales forecast for Measure M2. The latest forecasts were received in Spring 2023. Thomas Adams, from MuniServices, will provide an update on the annual forecast and economic outlook for Orange County to the Finance and Administration Committee.

Attachments:

[Presentation](#)

Consent Calendar (Items 2 and 3)

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

2. Approval of Minutes

Recommendation

Approve the April 26, 2023 minutes of the Finance and Administration Committee meeting.

Attachments:

Minutes

3. Annual Update to Investment Policy

Robert Davis/Andrew Oftelie

Overview

The Treasurer is presenting the Orange County Transportation Authority's Proposed Fiscal Year 2023-24 Investment Policy. The governing body of a local agency is required to annually renew the delegation of authority for the Treasurer to invest, reinvest, purchase, exchange, sell, or manage public funds for a period of one year. Additionally, and as recommended under California Government Code Section 53646(a)(2), the Orange County Transportation Authority is submitting its Proposed Fiscal Year 2023-24 Investment Policy to be reviewed at a public meeting.

Recommendations

A. Adopt the Proposed Fiscal Year 2023-24 Investment Policy July 1, 2023.

B. Authorize the Treasurer, to invest, reinvest, purchase, exchange, sell, and manage

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

Orange County Transportation Authority funds during fiscal year 2023-24.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

Regular Calendar

4. Agreement for Information Technology Contract Technical Staffing

Tom Young/Andrew Oftelie

Overview

On September 26, 2022, the Board of Directors authorized the release of a request for proposals for a firm to provide contract technical staffing for data warehouse administration, SharePoint administration, project management, help desk support, desktop support, network administration, and application support for the Information Systems Department. Proposals were received and evaluated in accordance with the Orange County Transportation Authority's procurement procedures for professional and technical services. Board of Directors' approval is requested to execute an agreement to provide these services.

Recommendations

- A. Approve the selection of Intratek Computer, Inc., as the firm to provide contract staffing services for Information Technology technical positions.

- B. Authorize the Chief Executive Officer to negotiate and execute Agreement No. C-2-2746 between the Orange County Transportation Authority and Intratek Computer, Inc., in the amount of \$23,621,941, for a five-year term effective July 1, 2023 through June 30, 2028, to provide contract technical staffing services for Information Technology technical positions.

Attachments:

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

[Attachment C](#)

Discussion Items

5. Fiscal Year 2023-24 Budget Workshop Follow-up

Victor Velasquez/Andrew Oftelie

Overview

Budget staff is available for follow-up questions, issues, or concerns that may have arisen at and/or since the budget workshop conducted with the Board on May 8, 2023.

6. Public Comments

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

7. **Chief Executive Officer's Report**

8. **Committee Members' Reports**

9. **Closed Session**

There are no Closed Session items scheduled.

10. **Adjournment**

The next regularly scheduled meeting of this Committee will be held:

10:30 a.m. on Wednesday, May 24, 2023

OCTA Headquarters

Board Room

550 South Main Street

Orange, California