



July 27, 2022

To: Finance and Administration Committee
From: Darrell E. Johnson, Chief Executive Officer
Subject: Fourth Quarter Fiscal Year 2021-22 Procurement Status Report

Overview

The fourth 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 April 1, 2022, through June 30, 2022, that was approved by the Board of Directors during this period. The fourth quarter procurement status report also projects future procurement activity for the first quarter as identified in the fiscal year 2022-23 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) 2021-22 Budget on June 14, 2021, which identifies the goods and services that would 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 fourth quarter of FY 2021-22. 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 fourth quarter of FY 2021-22, the Contracts Administration and Materials Management department handled 444 different contractual documents. Of the total, 295 procurements, valued at \$58,632,277, were

completed; the remaining procurements will be executed during the first quarter of FY 2022-23.

In the fourth quarter, the Board acted on 52 procurements. The procurements were split between 15 new agreements valued at \$9,597,085, five amendments valued at \$16,047,872, 12 contract change orders valued at \$9,205,108, one cooperative agreement valued at \$1,230,000, 16 cooperative amendments valued at \$14,703,868, one sole source agreement valued at \$250,000, and two option-year amendments valued at \$151,307. Not all procurements are completed within the quarter in which they begin. Often, the procurements require cost and price reviews, as well as negotiations, which can lengthen the procurement process. Procurements not completed within the fourth quarter of FY 2021-22 will be completed in the first quarter of FY 2022-23. Attachment A shows a list of Board-approved procurements during the fourth quarter.

There are several large procurements requiring committee approval throughout the first quarter of FY 2022-23 (July 1 through September 30, 2022) including:

- Project Study Report/Project Development Support on State Route 57 between Lambert Road and Tonner Canyon Road
- Intelligent Transportation Management System Radio Computing Infrastructure and Software Refresh
- Safety Awareness and Public Education Consultant Services for the OC Streetcar
- Graphic Design and Production Services
- Express Lanes Marketing Program

The estimated value of the first quarter procurements is \$58,050,537. Attachments B through F identify procurement activity anticipated in the first quarter of FY 2022-23 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the fourth quarter of FY 2021-22, April 1, 2022 through June 30, 2022, as well as a look-ahead at anticipated procurement activity for the first quarter of FY 2022-23. Staff recommends that this report be received and filed as an information item.

Attachments

- A. Board-Approved Contracts – Fourth Quarter Fiscal Year 2021-2022
- B. Regional Planning and Highways Committee – First Quarter Outlook (July 1, 2022 through September 30, 2022)
- C. Transit Committee – First Quarter Outlook (July 1, 2022 through September 30, 2022)
- D. Finance and Administration Committee – First Quarter Outlook (July 1, 2022 through September 30, 2022)
- E. Legislative and Communications Committee – First Quarter Outlook (July 1, 2022 through September 30, 2022)
- F. Executive Committee – First Quarter Outlook (July 1, 2022 through September 30, 2022)

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