



**February 8, 2017**

**To:** Finance and Administration Committee

**From:** Darrell Johnson, Chief Executive Officer

**Subject:** Second Quarter Fiscal Year 2016-17 Procurement Status Report

### **Overview**

The second 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 October 1 through December 31, 2016, that was approved by the Board of Directors during this period. The second quarter procurement status report also projects future procurement activity for the third quarter as identified in the fiscal year 2016-17 budget.

### **Recommendation**

Receive and file as an information item.

### **Background**

The Board of Directors (Board) approved the Orange County Transportation Authority Fiscal Year (FY) 2016-17 Budget, 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 second quarter of FY 2016-17. 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 second quarter of FY 2016-17, the Contracts Administration and Materials Management Department handled 361 different contractual documents. Of the total, 289 procurements, valued at \$ 98,675,468, were completed; the remaining procurements will be executed during the third quarter of FY 2016-17.

In the second quarter, the Board took action on 23 procurements. The procurements were split between eight new agreements valued at \$1,224,900,046, five amendments valued at \$3,305,995, four cooperative agreements valued at \$12,053,756, one amendment to cooperative agreement valued at \$ 1,500,000, one purchase order valued at \$550,000, three sole sources valued at \$9,614,616, and one option term valued at \$245,552. 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 second quarter will be completed in the third quarter of FY 2016-17. Attachment A shows a list of Board-approved procurements during the second quarter.

Looking forward to the third quarter of FY 2016-17 (January through March, 2017), the Board committees will be asked to take action on several items such as:

- Award an agreement for the construction of the Metrolink parking structure at the Orange Transportation Center;
- Award a sole source agreement with New Flyer Corporation for the purchase of ten hydrogen buses;
- Cooperative Agreement with the City of Santa Ana (City) for the right to use the City's public right-of-way for construction, operation, and maintenance of the OC Streetcar project; and
- Consultant selection for the Active Transportation Plan.

The estimated value of these upcoming procurements is \$65,439,254. Attachments B through D identify procurement activity anticipated in the third quarter of FY 2016-17 by the committee that will review the items.

### ***Summary***

This report provides an update of the procurement activity for the second quarter of FY 2016-17, October through December 2016, as well as a look-ahead at anticipated procurement activity for the third quarter of FY 2016-17. Staff recommends that this report be received and filed as an information item.

***Attachments***

- A. Board-Approved Contracts – Second Quarter FY 2016-2017
- B. Regional Planning and Highways Committee – Third Quarter Outlook  
(January 1, 2017 – March 31, 2017)
- C. Transit Committee – Third Quarter Outlook  
(January 1, 2017 – March 31, 2017)
- D. Finance and Administration Committee - Third Quarter Outlook  
(January 1, 2017 – March 31, 2017)

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