



July 12, 2017

To: Finance and Administration Committee
From: Darrell Johnson, Chief Executive Officer
Subject: Fourth Quarter Fiscal Year 2016-17 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 activities from April 1 through June 30, 2017 that were 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 2017-18 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) 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 fourth 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 fourth quarter of FY 2016-17, the Contracts Administration and Materials Management Department handled 508 different contractual documents. Of the total, 361 procurements, valued at \$58,492,363 were completed; the remaining procurements will be executed during the first quarter of FY 2017-18.

In the fourth quarter, the Board took action on 29 procurements. The procurements were split between 12 new agreements valued at \$12,165,282, two amendments valued at \$6,866,639, two cooperative agreements valued at \$9,205,060, three amendments to cooperative agreements valued at \$8,332,324, one purchase order valued at \$3,091,616, one sole source contract valued at \$250,000, and eight option terms amendments valued at \$96,366,672. 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 fourth quarter will be completed in the first quarter of FY 2017-18. Attachment A shows a list of Board-approved procurements during the fourth quarter.

Looking forward to the first quarter of FY 2017-18 (July through September, 2017), the Board committees will be asked to take action on several items such as:

- Consultant selection for the plans, specifications and estimates for the Anaheim Canyon Metrolink Station Improvement Project;
- Consultant selection for janitorial services at OCTA-owned facilities;
- Cooperative Agreement with the California Department of Transportation for the Interstate 5 High-occupancy Vehicle Improvement Project from State Route 55 to State Route 57; and
- Consultant selection for the preparation of plans, specifications and estimates for the State Route 55 Improvement Project between Interstate 405 and Interstate 5.

The estimated value of these upcoming procurements is \$39,276,852. Attachments B through D identify procurement activity anticipated in the first quarter of FY 2017-18 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the fourth quarter of FY 2016-17, April through June 2017, as well as a look-ahead at anticipated procurement activity for the first quarter of FY 2017-18. Staff recommends that this report be received and filed as an information item.

Attachments

- A. Board-Approved Contracts – Fourth Quarter FY 2016-2017
- B. Regional Planning and Highways Committee – First Quarter Outlook
(July 1, 2017 – September 30, 2017)
- C. Transit Committee – First Quarter Outlook
(July 1, 2017 – September 30, 2017)
- D. Finance and Administration Committee - First Quarter Outlook
(July 1, 2017 – September 30, 2017)

Prepared by:



Virginia Abadessa
Director, Contracts Administration and
Materials Management
(714) 560-5623

Approved by:



Andrew Oftelie
Executive Director,
Finance and Administration
(714) 560-5649