



**July 25, 2018**

**To:** Finance and Administration Committee

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

**Subject:** Fourth Quarter Fiscal Year 2017-18 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, 2018, that were approved by the Board of Directors during this period. The fourth quarter procurement status report also projects future procurement activities for the first quarter as identified in the fiscal year 2018-19 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) 2017-18 Budget, which identifies the goods and services that will be purchased during the FY. A quarterly procurement report has been prepared detailing the procurement activities for line items that were approved by the Board during the fourth quarter of FY 2017-18. The report also provides a “look-ahead” of upcoming procurement activities by Board committee. The quarterly procurement report identifies contractual activities, not dollars spent.

### **Discussion**

During the fourth quarter of FY 2017-18, the Contracts Administration and Materials Management Department handled 452 different contractual documents. Of the total, 339 procurements, valued at \$234,672,728, were completed; the remaining procurements will be executed during the first quarter of FY 2018-19.

In the fourth quarter, the Board took action on 31 procurements. The procurements were split between 12 new agreements valued at \$26,906,476, eight amendments valued at \$2,040,951, one construction change order valued at \$1,300,000, four cooperative agreements valued at \$9,206,531, one amendment to cooperative agreement valued at \$8,640,895, two sole source agreements valued at \$475,575, and three option terms valued at \$570,000. 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 2018-19. Attachment A shows a list of Board-approved procurements during the fourth quarter.

Looking forward to the first quarter of FY 2018-19 (July through September 2018), the Board committees will be asked to take action on several items such as:

- Award the construction contract for the OC Streetcar Project;
- Award a contract for demolition and clearance services for the OC Streetcar Project;
- Consultant selection for program management consultant services for the regional rail programs;
- Consultant selection for temporary staffing services; and
- Amendment to agreement for additional program management consultant services for the Interstate 405 Improvement Project.

The estimated value of these upcoming procurements is \$304,795,076. Attachments B through E identify procurement activity anticipated in the first quarter of FY 2018-19 by the committee that will review the items.

### ***Summary***

This report provides an update of the procurement activities for the fourth quarter of FY 2017-18, April through June 2018, as well as a look-ahead at anticipated procurement activities for the first quarter of FY 2018-19. Staff recommends that this report be received and filed as an information item.

***Attachments***

- A. Board-Approved Contracts – Fourth Quarter FY 2017-2018
- B. Regional Planning and Highways Committee – First Quarter Outlook  
(July 1, 2018 – September 30, 2018)
- C. Transit Committee – First Quarter Outlook  
(July 1, 2018 – September 30, 2018)
- D. Finance and Administration Committee - First Quarter Outlook  
(July 1, 2018 – September 30, 2018)
- E. Legislative and Communications Committee - First Quarter Outlook  
(July 1, 2018 – September 30, 2018)

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