



October 24, 2018

To: Finance and Administration Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: First Quarter Fiscal Year 2018-19 Procurement Status Report

Overview

The first 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 July 1 through September 30, 2018, that was approved by the Board of Directors during this period. The first quarter procurement status report also projects future procurement activity for the second 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 Fiscal Year (FY) 2018-19 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 first quarter of FY 2018-19. 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 first quarter of FY 2018-19, the Contracts Administration and Materials Management Department handled 501 different contractual documents. Of the total, 341 procurements, valued at \$203,688,140, were completed; the remaining procurements will be executed during the second quarter of FY 2018-19.

In the first quarter, the Board took action on 31 procurements. The procurements were split between ten new agreements valued at \$248,146,142, eight amendments valued at \$20,528,466, four cooperative agreements valued at \$0, three purchase orders valued at \$1,364,260, five purchase order amendments valued at \$415,703, and one sole source agreement valued at \$37,921. 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 first quarter will be completed in the second quarter of FY 2018-19. Attachment A shows a list of Board-approved procurements during the first quarter.

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

- Consultant selection for federal legislative advocacy and consulting services;
- Cooperative Agreement with the California Department of Transportation for the Interstate 5 widening project between State Route 73 and Oso Parkway;
- Consultant selection for construction management support for the Anaheim Canyon Metrolink Station Improvement Project;
- Consultant selections to provide investment management services; and
- Agreement to construct the Laguna Niguel to San Juan Capistrano Passing Siding Project.

The estimated value of these upcoming procurements is \$222,476,083. Attachments B through E identify procurement activity anticipated in the second quarter of FY 2018-19 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the first quarter of FY 2018-19, July through September 2018, as well as a look-ahead at anticipated procurement activity for the second quarter of FY 2018-19. Staff recommends that this report be received and filed as an information item.

Attachments

- A. Board-Approved Contracts – First Quarter FY 2018-2019
- B. Regional Planning and Highways Committee – Second Quarter Outlook (October 1, 2018 – December 31, 2018)
- C. Transit Committee – Second Quarter Outlook (October 1, 2018 – December 31, 2018)
- D. Finance and Administration Committee - Second Quarter Outlook (October 1, 2018 – December 31, 2018)
- E. Legislative and Communications Committee - Second Quarter Outlook (October 1, 2018 – December 31, 2018)

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