



January 27, 2021

To: Finance and Administration Committee
From: Darrell E. Johnson, Chief Executive Officer
Subject: Second Quarter Fiscal Year 2020-21 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, 2020, 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 2020-21 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) 2020-21 Budget on June 8, 2020, 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 2020-21. 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 2020-21, the Contracts Administration and Materials Management Department handled 337 different contractual documents. Of the total, 255 procurements, valued at \$253,858,200, were

completed; the remaining procurements will be executed during the third quarter of FY 2020-21.

In the second quarter, the Board acted on 37 procurements. The procurements were split between 18 new agreements valued at \$159,172,541, five amendments valued at \$12,933,999, seven construction change orders valued at \$5,053,717, one cooperative agreement valued at \$970,000, one amendment to cooperative agreements valued at \$5,023,708, one purchase order valued at \$629,269, three sole source agreements valued at \$459,013, and one option-term amendment valued at \$290,372. 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, resulting in the procurement spanning two quarters. Procurements not completed within the second quarter will be completed in the third quarter of FY 2020-21. Attachment A shows a list of Board-approved procurements during the second quarter.

Looking forward to the third quarter of FY 2020-21 (January through March 2021), the Board committees will be asked to take action on several items such as:

- Consultant selection for call box maintenance services;
- Consultant selection for the construction of Anaheim Canyon Metrolink Station improvements;
- Consultant selection for the regional modeling-traffic operations on-call support staffing;
- Consultant selection for the enterprise asset management solution;
- Consultant selection for the bus restructuring study; and
- Consultant selection for the freeway service patrol services.

The estimated value of these upcoming procurements is \$47,456,493. Attachments B through F identify procurement activity anticipated in the third quarter of FY 2020-21 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the second quarter of FY 2020-21, October through December 2020, as well as a look-ahead at anticipated procurement activity for the third quarter of FY 2020-21. Staff recommends that this report be received and filed as an information item.

Attachments

- A. Board-Approved Contracts – Second Quarter FY 2020-2021
- B. Regional Planning and Highways Committee – Third Quarter Outlook
(January 1, 2021 – March 31, 2021)
- C. Transit Committee – Third Quarter Outlook
(January 1, 2021 – March 31, 2021)
- D. Finance and Administration Committee – Third Quarter Outlook
(January 1, 2021 – March 31, 2021)
- E. Legislative and Communications Committee – Third Quarter Outlook
(January 1, 2021 – March 31, 2021)
- F. Executive Committee – Third Quarter Outlook
(January 1, 2021 – March 31, 2021)

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