



***June 11, 2025***

**To:** Finance and Administration Committee

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

**Subject:** Third Quarter Fiscal Year 2024-25 Procurement Status Report

***Overview***

The third 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 January 1, 2025 through March 31, 2025, that was approved by the Board of Directors during this period. The third quarter procurement status report also projects future procurement activity for the fourth quarter as identified in the fiscal year 2024-25 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) 2024-25 Budget on June 24, 2024, 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 third quarter of FY 2024-25. 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 third quarter of FY 2024-25, the Contracts Administration and Materials Management Department handled 442 different contractual documents. Of the total, 277 contractual documents, valued at \$242,976,455

were completed; the remaining procurements will be executed during the fourth quarter of FY 2024-25.

In the third quarter, the Board acted on 17 procurements. The procurements were split between two agreements valued at \$3,659,260, one amendment valued at \$1,238,501, two cooperative agreements valued at \$5,149,680, two cooperative agreement amendments valued at \$2,010,000 and five option-term amendments valued at \$95,469,451, and five change orders valued at \$2,157,000. Attachment A shows a list of Board-approved procurements during the third quarter. Also included is a list of procurements approved by the Chief Executive Officer within the Board-delegated authority over \$250,000 up to \$500,000 as shown on Attachment B. Not all procurements are completed within the quarter in which they begin. Often, the procurements require cost and price reviews, as well as negotiations, which can lengthen the procurement process. Procurements not completed within the third quarter of FY 2024-25 are anticipated to be completed within the fourth quarter of FY 2024-25.

There are several procurements requiring Board approval throughout the fourth quarter of FY 2024-25 (April 1, 2025 through June 30, 2025) including:

- Add and Replace Existing Cradlepoint Routers
- Replacement of Mechanical Units at the Santa Ana Bus Base
- Construction Management Support Services for the Interstate 5 Improvement Project between Yale Avenue and State Route 55
- On-Call Architectural and Engineering Design and Construction Support Services for Transit Facility Projects
- Oversight Services for the 405 Express Lanes Back-Office System/ Customer Service Center Operations

The estimated value of these fourth quarter procurements is \$346,984,993. Attachments C through G identify procurement activity anticipated in the fourth quarter of FY 2024-25 by the committee that will review the items.

### ***Summary***

This report provides an update of the procurement activity for the third quarter of FY 2024-25, January 1, 2025 through March 31, 2025, as well as a look-ahead at anticipated procurement activity for the fourth quarter of FY 2024-25. Staff recommends that this report be received and filed as an information item.

***Attachments***

- A. Board-Approved Contracts – Third Quarter Fiscal Year 2024-25
- B. Procurements Approved by CEO within Board-delegated Authority Third Quarter Fiscal Year 2024-25 Valued over \$250,000 - \$500,000
- C. Regional Transportation Planning Committee – Fourth Quarter Outlook (April 1, 2025 through June 30, 2025)
- D. Transit Committee – Fourth Quarter Outlook (April 1, 2025 through June 30, 2025)
- E. Finance and Administration Committee – Fourth Quarter Outlook (April 1, 2025 through June 30, 2025)
- F. Legislative and Communications Committee – Fourth Quarter Outlook (April 1, 2025 through June 30, 2025)
- G. Executive Committee – Fourth Quarter Outlook (April 1, 2025 through June 30, 2025)

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