



September 10, 2025

To: Finance and Administration Committee

From: Darrell E. Johnson, Chief Executive Officer

Subject: Fourth Quarter Fiscal Year 2024-25 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 activity from April 1, 2025, through June 30, 2025, that was 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 2025-26 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 fourth 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 fourth quarter of FY 2024-25, the Contracts Administration and Materials Management Department handled 408 different contractual documents. Of the total, 292 contractual documents, valued at \$289,189,766,

were completed; the remaining procurements will be executed during the first quarter of FY 2025-26.

In the fourth quarter, the Board acted on 37 procurements. The procurements were split between four agreements valued at \$8,668,602, six amendments valued at \$11,719,395, three cooperative agreements valued at \$552,752,166, ten cooperative agreement amendments valued at \$3,465,149, six option-term amendments valued at \$1,990,779, and eight change orders valued at \$8,884,306. Attachment A shows a list of Board-approved procurements during the fourth 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 fourth quarter of FY 2024-25 are anticipated to be completed within the first quarter of FY 2025-26.

There are several procurements requiring Board approval throughout the first quarter of FY 2025-26 (July 1, 2025 through September 30, 2025) including:

- Program Management Service for Improvements to Orange County Transportation Authority Headquarters Property
- Temporary Staffing Services
- Property Management Services
- Public Outreach Consultant Services for the State Route 57 Northbound (Orangewood Avenue to Katella Avenue) Improvement Project
- Agreements for Health Services
- Construction Management Support Services for Interstate 5 Improvement Project between Interstate 405 and Yale Ave
- Oversight Services for the 405 Express Lanes Back-Office System/ Customer Service Center Operations

The estimated value of these first quarter procurements is \$233,739,885. Attachments C through G identify procurement activity anticipated in the first quarter of FY 2025-26 by the committee that will review the items.

Summary

This report provides an update of the procurement activity for the fourth quarter of FY 2024-25, April 1, 2025 through June 30, 2025, as well as a look-ahead at anticipated procurement activity for the first quarter of FY 2025-26. Staff recommends that this report be received and filed as an information item.

Attachments

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

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