

PEPS DIVISION

Presentation for TxDOT
Cooperative Inclusion Plan
September 27, 2016

Agenda Topics

1 PEPS Introduction

2 FY 2017 Procurement Plan – Statewide

3 FY 2017 Procurement Plan – Dallas

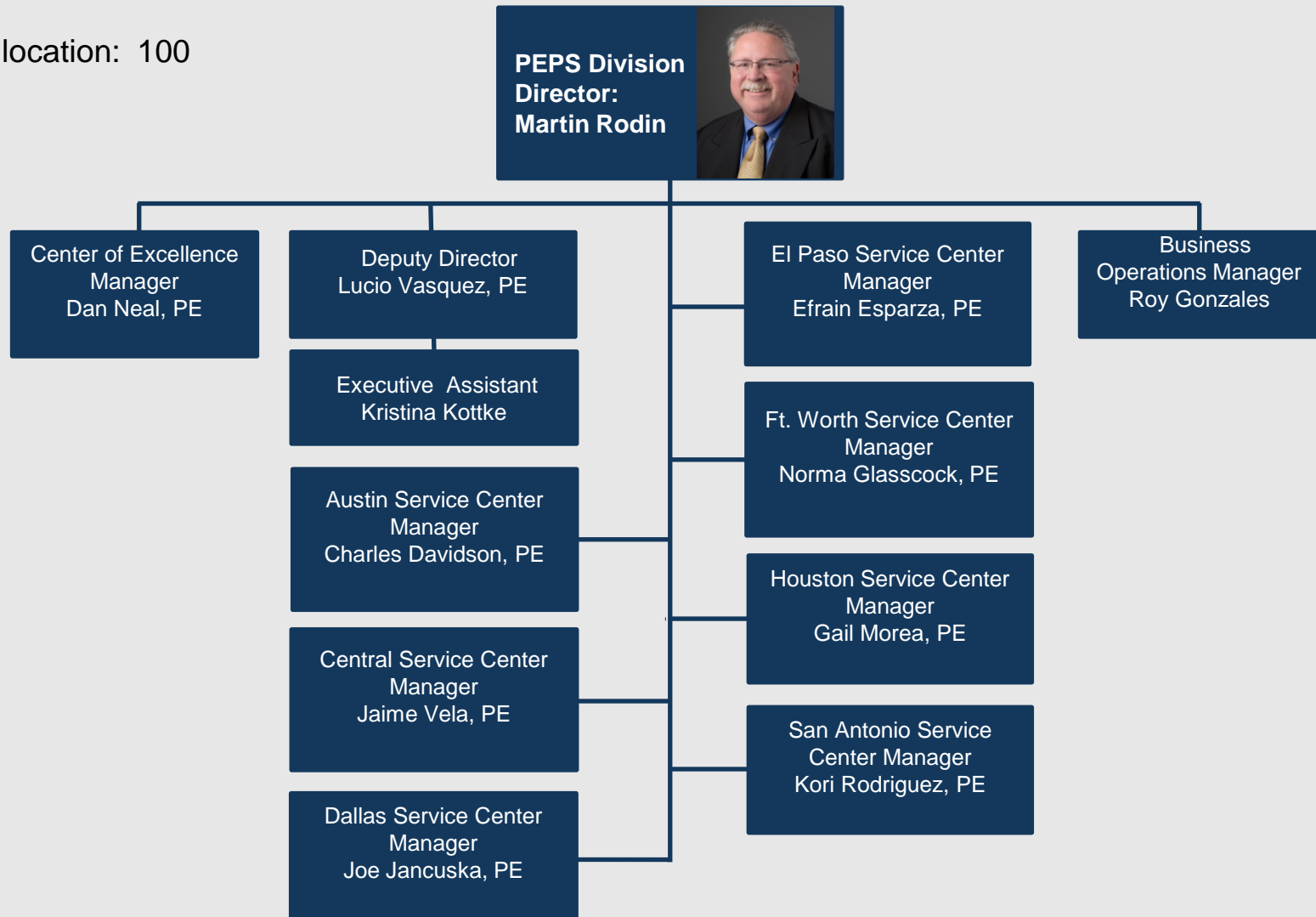
4 TxDOT Administrative Qualifications

5 TxDOT Precertification

PEPS - Organizational Chart

Division Director: Martin L. Rodin,
PE

FTE Allocation: 100



Information Rich Environment

- **Disqualifications**
 - ZERO disqualifications
 - Improved contract screening
 - Automated processes
 - Earlier DQ notification
- **Q&R Enhancement**
 - CST Boot Camps
 - Intensive Q&R review
 - Improved Q&R templates
- **Information Sharing**
 - Post annual procurement plan online
 - Post CST member names in RFQ
 - Improved debrief process



ANNUAL PROCUREMENT

- Consultant contract amount FY 2015 \$795 Million
- Consultant contract amount FY 2016 \$1.37 Billion

INVOICES

- Number of Invoices Processed FY 2015 Over 4,000
- Percent of Invoices Paid on Time FY 2015 94%
- Number of Invoices Projected FY 2016 Over 6,000

CONTRACTS

- Number of Contracts Managed FY 2015 Over 400
- Number of Contracts Projected FY 2016 Over 600

WORK AUTHORIZATIONS

- Number of WA currently in Queue 178
- Number of WA Under 90 Days 148

Agenda Topics

1 PEPS Introduction

2 FY 2017 Procurement Plan – Statewide

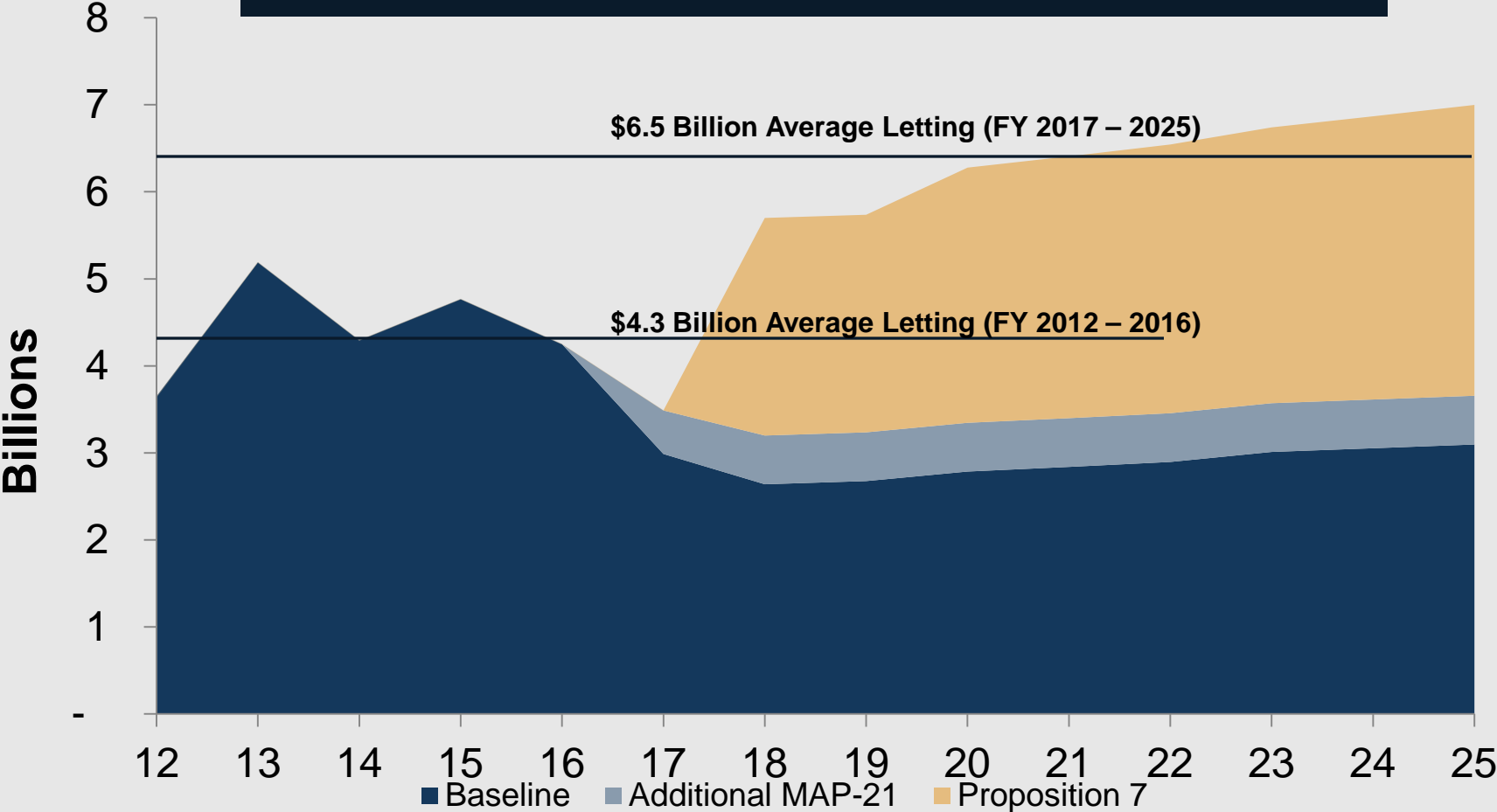
3 FY 2017 Procurement Plan – Dallas

4 TxDOT Administrative Qualifications

5 TxDOT Precertification

Future Letting Volume – FY 2017 to FY 2025

Prop 7 Will Significantly Increase Letting Volume



PEPS – FY 2017 Annual Procurement Plan

Architecture	\$6,400,000
Bridge Inspection	\$52,000,000
Bridge On/Off Replacement	\$9,000,000
Construction, Engineering, Inspection (CEI)	\$191,080,000
CPM	\$6,000,000
Engineering	\$1,000,000
GEC/PMC	\$40,000,000
Geotechnical	\$19,000,000
Hydraulic	\$18,000,000
Other (describe in Comments)	\$16,000,000
Planning	\$17,000,000
Plans, Specifications and Estimates (PS&E)	\$412,568,500
Procurement Engineering	\$20,000,000
Schematic	\$25,000,000
Schematic / Environmental	\$200,000,000
Schematic/Environmental/PS&E	\$44,860,000
Survey	\$58,000,000
Traffic Engineering	\$16,000,000
Traffic Signal Timing	\$5,000,000
Utility Engineering	\$12,000,000
Materials Engineering	\$12,000,000
Facilities Engineering	\$6,500,000
Independent Engineer	\$20,000,000
Traffic & Revenue	\$5,000,000
Grand Total	\$1,212,408,500

FY 2017 - WAVE PLAN

- Wave 1 - \$407 M
- Wave 2 – \$262 M
- Wave 3 – \$364 M
- Wave 4 - \$136 M



PEPS – Where do I start

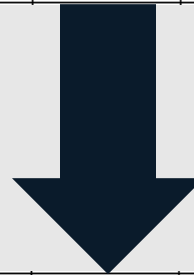
http://ftp.dot.state.tx.us/pub/txdot-info/des/cco/professional_services/projected_contracts.pdf



Professional Engineering Procurement Services (PEPS Division) - Projected Contracts for Architectural, Engineering and Surveying Services

Below is a list of statewide projected contracts with consulting architectural, engineering and surveying services, as of August 4, 2016. A project's presence on this list is not an indication that a project contract is authorized for advertisement. The information is subject to change.

Estimated Date of RFQ	Discipline of Procurement (Consultant Work Description)	PEPS Service Center	Procurement Contact	Procurement Engineer (Do Not Contact)	Selection Process	District or Division Managing Contract	Description of Project and Project Limits, if applicable	Project Location (County, District, or Statewide)	Contract Type Specific Deliverable (SD) or Indefinite Deliverable (ID)	Target Amount to Procure
Wave 1 - Sept 2016	Bridge Inspection	Central	Jaime Vela Jr.	TBD	TBD	BRG	Routine bridge inspection	Statewide	ID	20 Contracts at up to \$2,500,000 each
Wave 1 - Sept 2016	Bridge Inspection	Central	Jaime Vela Jr.	TBD	TBD	BRG	Bridge Underwater Inspection	Statewide	ID	One contract at up to \$1,000,000
Wave 1 - Sept 2016	Construction, Engineering, Inspection (CEI)	Central	Jaime Vela Jr.	TBD	TBD	BWD Brownwood	IH 20, Eastland County, From Approx 3.5 Miles East of LP 254 to 0.5 Mi E of SH 16, Realign Existing Roadway	Eastland County	SD	TBD
Wave 1 - Sept 2016	Construction, Engineering, Inspection (CEI)	Central	Jaime Vela Jr.	TBD	TBD	YKM Yoakum	5 SD Projects located in Wharton, Victoria, Dewitt, Matagorda and Colorado Counties	Yoakum District	SD	TBD
Wave 1 - Sept 2016	Construction, Engineering, Inspection (CEI)	San Antonio	Kori Rodriguez	TBD	TBD	San Antonio	CEI services for the construction for US 281, 1604 to Stone Oak	SAT	SD	TBD
Wave 1 - Jun 2017	Construction, Engineering, Inspection (CEI)	Central	Jaime Vela Jr.	TBD	TBD	ABL Abilene	CEI services for construction for (1) IH 20 - East BI 20-M In Sweetwater to the Taylor County Line; (2) IH 20 - Martin County Line to Near US 87; (3) US 83 - Near FM 2404 to Near S 7th St in Abilene; (4) BI 20-M - UPRR to Sweetwater PSN 044	Nolan, Howard and Taylor Counties	SD	TBD



Wave 4 - Jun 2017	Plans, Specifications and Estimates (PS&E)	Austin	Charles Davidson	TBD	TBD	Austin	Intelligent Transportation System (ITS) Study	Austin District	ID	Two contracts at up to \$2,000,000 each
Wave 4 - Jun 2017	Plans, Specifications and Estimates (PS&E)	Central	Jaime Vela Jr.	TBD	TBD	BRG	Bridge Design	Statewide	ID	Five contracts at up to \$2,000,000 each
Wave 4 - Jun 2017	Plans, Specifications and Estimates (PS&E)	Central	Jaime Vela Jr.	TBD	TBD	HOU, ELP, Statewide	PS&E for Houston and El Paso Districts and statewide	HOU, ELP, Statewide	ID	17 contracts at up to \$5,000,000 each
Wave 4 - Jun 2017	Traffic Engineering	El Paso	Ffrain Esparza	TBD	TBD	ELP, FTW, SAT, AMA	Traffic Engineering services (including ITS and signals) for El Paso, Fort Worth, San Antonio and Amarillo Districts	ELP, FTW, SAT, AMA	ID	Eight contracts at up to \$2,000,000 each
Wave 4 - Jun 2017	Utility Engineering	San Antonio	Kori Rodriguez	TBD	TBD	San Antonio	Utility Engineering	SAT	ID	Two contracts at up to \$2,000,000 each
Wave 4 - Jun 2017	Utility Engineering	Fort Worth	Norma Glasscock	TBD	TBD	Fort Worth	Utility Engineering	FTW	ID	Two contracts at up to \$1,000,000 each

Agenda Topics

1 PEPS Introduction

2 FY 2017 Procurement Plan – Statewide

3 FY 2017 Procurement Plan – Dallas

4 TxDOT Administrative Qualifications

5 TxDOT Precertification

FY 2017 Dallas District Solicitations – Pending (Subject to Change)

▪ Wave I

- PS&E SD for: SM Wright /IH 30 (From SH 205 to Hunt Co)/IH 30 (From Bass Pro Drive to Horizon)/IH 35 (From US 380 to Cook County)
- Schematics/Environmental ID – 20x\$5M
- Geotech – 6x\$2M/Materials ID – 7x\$2M

▪ Wave II

- Owner Verified Testing & Inspection for: The Southern Gateway SD
- Construction, Engineering, Inspection (CEI) for: US 377& FM 2181, US 67, and Lowest Stemmons

▪ Wave III

- Survey ID – 20x\$2M

▪ Wave IV

- PS&E SD for: US 80
- PS&E SD for: IH 35E
- PS&E SD for: IH 30
- PS&E SD for: IH 20



PEPS - Procurement Tips

- Check that all mandatory forms are in your package!
- Keep alert to amendments !
- Showcase your PM and task leaders by focusing on details, challenges, their resolutions while identifying best practices whether the question directly requests that information or not.
- Present innovative ideas or alternatives
- Be clear, concise and technical.
- Take ownership!
- Use space wisely, it is not for marketing!
- QA/QC the SOQ by referring directly to the RFQ to avoid disqualifications.
- Use your best examples and give credit to the firm that performed the work under your team, as applicable.

PEPS - Status of Recent Improvements:

- Improvements to the PTC form being made with future goal of automation. Phase 1 was introduced in Wave 4 for Precert Check. Phase 2 to be introduced during FY 2017 Wave 1 for AQ Check
- Standard NLCs conversion to standard pre-certified work categories has been delayed
- DQ notification format contains the reason for DQ
- Watch the HUB codes or DBE codes!
- Comptroller/Civil Rights Audit Findings:
 - more emphasis on future monitoring of HUB goals or DBE as well as commitments made in Exhibit H-1
 - Payments to DBE or HUB sub-provider are to be recorded in the PS-CAMs portal by the Prime Provider. See instructions on TxDOT website on how to perform this.
 - May impact payment of invoices if prime falls behind in the data entry into PS-CAMS.

Agenda Topics

1 PEPS Introduction

2 FY 2017 Procurement Plan – Statewide

3 FY 2017 Procurement Plan – Dallas

4 TxDOT Administrative Qualifications

5 TxDOT Precertification

Administrative Qualifications

Defined in the Texas Administrative Code, Title 43, Part I, Chapter 9, Subchapter C

- Process used by TxDOT to verify that a provider:
 - Has a Federal Acquisition Regulation (FAR) compliant indirect cost rate
 - Has a job cost accounting system adequate for segregating direct and indirect costs, and
 - Is aware of federal cost eligibility and documentation requirements

Refer to rule 9.34 for specific requirements, as needed

Options for Administrative Qualifications

Two options for becoming administratively qualified

Option 1: Audit

Requires the preparation of a FAR compliant audit report.

- A qualified public accountant or
- Acceptable federal, state, or local agency

Results in a FAR compliant indirect cost rate

Option 2: Self Certification

Requires the completion by the firm of a:


- cost report
and
- an internal controls report

Both reports must be signed by a company officer and notarized

Results in a FAR compliant rate

Posted List – Administrative Qualification Status

- Not required for every firm
- Requirements vary by selection process
 - Federal Process most restrictive
 - Comprehensive, Streamlined, and Accelerated processes offer more flexibility



This list includes the Administrative Qualification status according to the rules adopted January 31, 2013 by the Transportation Commission. The rules were effective as of February 21, 2013.

Administrative Qualification is not required to compete for solicitations using the Comprehensive, Streamlined, or Accelerated Process.

For solicitations using the Federal Process, firms providing engineering and design related services must be Administratively Qualified by the Statement of Qualifications due date (closing date of the solicitation).

Each solicitation will indicate the process being used. The Projected Contracts List will also indicate the process to be used.

Administrative Qualification Status per PEPS Administrative Qualifications Group									
Firm Legal Name Only (No DBA Names)	Non-Engineering Firms (NEF)	Safe Harbor Rate for Federal Contracts Effective Date		Established Rate for State Contracts for Engineering Firms		Effective Dates of Administrative Qualification Based on FY 2014 Information		Effective Dates of Administrative Qualification Based on FY 2015 Information	
		From	To	From	To	From	To	From	To
(RAM) RODS Aerial Mapping LLC		2/8/2016	12/31/2016						
2M Associates, LLC						7/1/2015	6/30/2016	7/11/2016	6/30/2017
ACE American Structurepoint, Inc.						7/1/2015	6/30/2016	7/1/2016	6/30/2017
Advance Traffic Solutions, LLC	NEF								
AECOM Technical Services, Inc.						4/1/2015	3/28/2016	3/29/2016	3/28/2017
AGCM, Inc.								7/1/2016	6/30/2017
Aguirre & Fields, LP						7/1/2015	6/30/2016	7/1/2016	6/30/2017
AIA Engineers, Ltd.						7/1/2015	6/30/2016	7/1/2016	6/30/2017
Alex Garza Consulting				7/1/2016	6/30/2017				
Alliance Geotechnical Group, Inc.						7/1/2015	6/30/2016	7/13/2016	6/30/2017
Alliance-Texas Engineering Company						7/1/2015	6/30/2016	7/1/2016	6/30/2017
All-TERRA Engineering, Inc.								7/1/2016	6/30/2017
Ally General Solutions, LLC		5/20/2015	12/31/2016						

Administrative Qualifications - Federal Process

Administrative Qualifications (AQ) required for all firms providing engineering and design related services with an effective rate by SOQ deadline

- What about firms not subject to the requirement?
 - They may be administratively qualified
 - If not AQ, loaded rates will be negotiated inclusive of base rate, indirect cost, and profit

- What about a firm subject to the requirement, but unable to complete the AQ process?
 - The only option to establish eligibility is to use Federal Safe Harbor Rate

Federal Safe Harbor Rate

- FHWA is conducting a pilot program to evaluate use of a “safe harbor rate”
- The safe harbor rate serves as an indirect cost rate for firms providing engineering and design-related services lacking an FAR compliant indirect cost rate
- TAC §9.35, Federal Process, allows safe harbor rate to be used by Texas in pilot program
- Safe harbor indirect cost rate is 110%.
- Eligibility must be approved by the TxDOT AQ Group **prior to the closing date of the solicitation** in order to compete.
- Test period for use and application of the safe harbor indirect cost rate on new contracts will expire on December 31, 2016.
- We are waiting on FHWA for guidance for the program moving forward after December

Accelerated, Streamlined, & Comprehensive Processes

- If not exempt, the firm must be AQ or accept an indirect cost rate developed by TxDOT
- This must be done by the date of selection
- For a selected team:
 1. A firm may be administratively qualified
 2. Non-engineering firms are exempt
 3. Engineering services that are exempt:
 - Bridge Inspection
 - Materials Inspection and Testing
 - Geotechnical Engineering
 - Surveying and Mapping
 - Subsurface Utility Engineering
 - Architecture
 4. If none of the above, they can accept TxDOT developed rate of 120%

Agenda Topics

1 PEPS Introduction

2 FY 2017 Procurement Plan – Statewide

3 FY 2017 Procurement Plan – Dallas

4 TxDOT Administrative Qualifications

5 TxDOT Precertification

Precertification

- Defined in Texas Administrative Code, Title 43, Part I, Chapter 9, Subchapter C, §9.33
- Process used by TxDOT to establish minimum qualifications to perform work under a standard work category
- Requirement in order to be eligible for TxDOT Professional Service Contracts
- TxDOT advertises work to be performed using precertification work categories
- Firms providing task leaders must have active precertification status by the closing date of the solicitation



TxDOT's Precertification Process

Precertification Work Categories

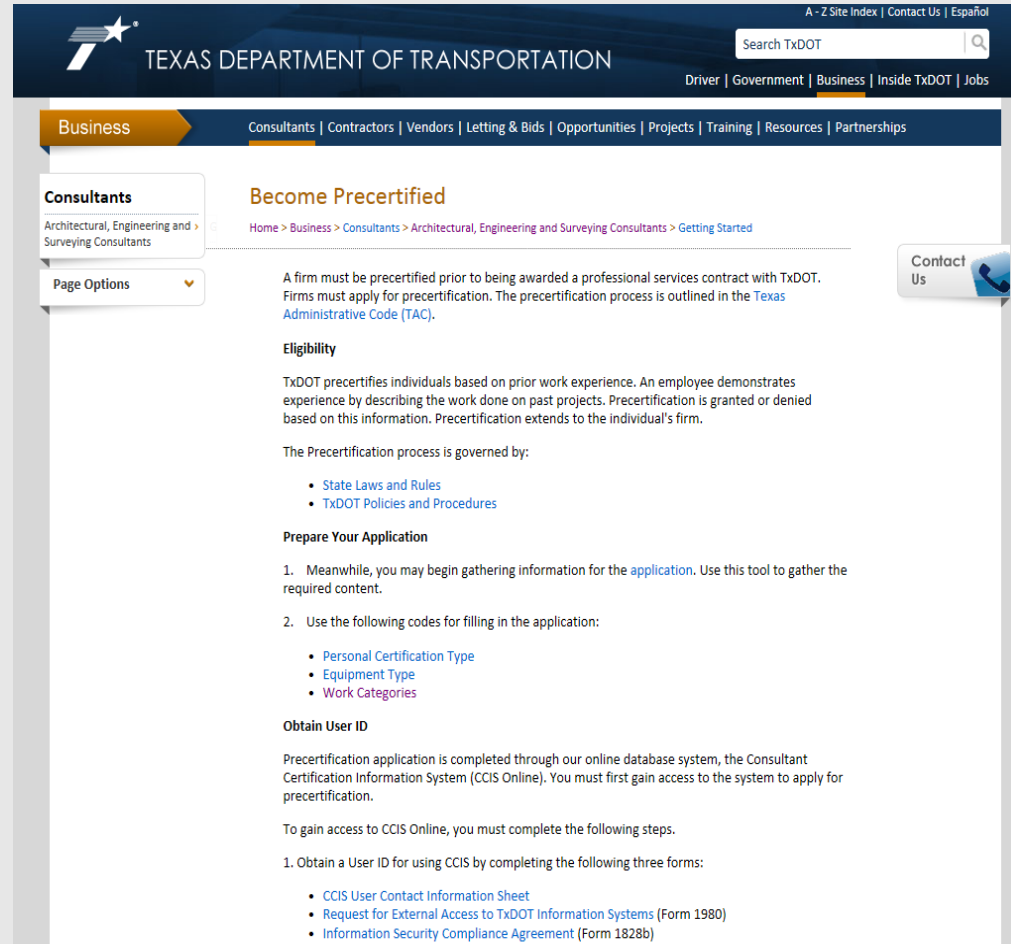
The Texas Department of Transportation precertifies providers and sub-providers in the following technical work categories in accordance with the listed certification requirements. A firm may only use an individual who is employed by that firm at the time of submittal for precertification. The experience used to meet requirements may be either prior to or after licensure unless otherwise stated in a specific category. Such licenses or registrations shall be those issued by the appropriate professional licensing board.

Group 1 - Transportation Systems Planning

Work Category	Category Description	Certification Requirements
1.1.1	<u>Policy Planning</u> - This category includes the investigation and development of transportation planning and strategies to meet current or future needs at the state or local level.	The firm must employ: <ul style="list-style-type: none">• one professional engineer with training and experience in areas directly related to policy planning; or• one planner with training and experience in areas directly related to policy planning.

Applying for Precertification

- Application information can be found on the TxDOT website: www.TxDOT.gov
- Application is done online
- TxDOT Computer User ID is needed to begin
- The application process can take up to 60 days to complete



The screenshot displays the Texas Department of Transportation (TxDOT) website. The header includes the TxDOT logo, the text 'TEXAS DEPARTMENT OF TRANSPORTATION', a search bar, and navigation links for 'A - Z Site Index', 'Contact Us', and 'Español'. Below the header, a 'Business' menu is active, with sub-links for 'Consultants', 'Contractors', 'Vendors', 'Letting & Bids', 'Opportunities', 'Projects', 'Training', 'Resources', and 'Partnerships'. The main content area is titled 'Become Precertified' and includes a breadcrumb trail: 'Home > Business > Consultants > Architectural, Engineering and Surveying Consultants > Getting Started'. A 'Contact Us' button is visible on the right. The page text states: 'A firm must be precertified prior to being awarded a professional services contract with TxDOT. Firms must apply for precertification. The precertification process is outlined in the [Texas Administrative Code \(TAC\)](#).' It then details 'Eligibility' based on prior work experience and lists governing rules: 'State Laws and Rules' and 'TxDOT Policies and Procedures'. Under 'Prepare Your Application', it provides two steps: 1. Gathering information using a tool, and 2. Using specific codes for filling the application, including 'Personal Certification Type', 'Equipment Type', and 'Work Categories'. Finally, it covers 'Obtain User ID' through the CCIS Online system, listing three forms to complete: 'CCIS User Contact Information Sheet', 'Request for External Access to TxDOT Information Systems (Form 1980)', and 'Information Security Compliance Agreement (Form 1828b)'.



THANKS

THANK YOU