Welcome to Division of Engineering Services METS Outreach

Presentation to begin Shortly
Tuesday October 5, 2021
10:00am-12:00pm
Virtual Outreach via WebEx
Title VI

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For more information on Title VI of the Civil Rights Act of 1964 at Caltrans, please visit here
Disclaimers

The information provided in this even does not constitute a solicitation or offer of any contract with Caltrans.

For this outreach, the scope of work, personnel classifications, duties, contract amount, schedule, and all aspects of the contract are not final. Information provided is preliminary and subject to change.
Agenda

10:00am  Welcome and purpose of outreach
10:10am  Roundtable Introductions
10:30am  Office of Civil Rights and Small Business Liaison
10:45am  DPAC Updates
11:00am  Contract Overview
11:30am  Question and Answer Session. Official responses to be posted to DPAC Website
12:00pm  Adjourn
Purpose of this Outreach

General Information Sharing
Office of Civil Rights – Opportunities for SBE and DVBE
DPAC Updates – SOQ Instructions
Networking and Partnering Opportunities
Question and Answer session – Please submit questions in the chat box
Consultant Roundtable Introduction

Participants name and firm title
Services your firm provides, Personnel Current Certifications
Are you a DVBE Consultant/Sub-Consultant
Are you planning to be a Prime or Subconsultant
Primes to possibly host teaming WebEx
Goal for attending this even (for non-Caltrans participants)
Caltrans Small Business Program

Robynn Spence
Small Business Liaison, Caltrans District 3
703 B Street Marysville, CA 95901
530.720.1687

D3.Small.Business@dot.ca.gov
Caltrans Districts

12 Districts

Statewide DSBL Contact List
District Small Business Liaison (DSBL)

Services we offer:

One on One assistance - To discuss strategies on working with our agency and how best to work with us.

Technical Assistance – Provide technical assistance to our Small Businesses on a variety of topics, including certification applications, navigating our online portals and resources, and connecting businesses to other subject matter experts within Caltrans.

Public Outreach Opportunities – Districts host and participate in outreach opportunities to increase the visibility of our department, including mandatory pre-bid meetings, procurement fairs, and contractor bootcamps.

Event Calendar

Resource for Caltrans Staff – We are a resource for our Caltrans staff who have purchasing and contracting needs and are trying to source small businesses to solicit bids from.
Certifications Recognized by Caltrans

State Certifications
Small Business (SB)
Small Business – Public Works (SB-PW)
Disabled Veterans Business Enterprise (DVBE)

Federal Certifications
Disadvantaged Business Enterprise (DBE)
SB and SB-PW Eligibility Requirements

Small Business (SB)
- Independently owned and operated
- Not dominant in field of operation
- Principal office located in California
- Owners must live in California
- Have 100 or fewer employees and an average annual gross receipts of $15M or less over the last 3 tax years

Small Business – Public Works (SB-PW)
- Independently Owned and Operated
- Not dominant in field of operation
- Principal office located in California
- Owners must live in California
- Have 200 or fewer employees and an average annual gross receipts of $36M or less over the last 3 tax years
Disabled Veterans Business Enterprise (DVBE) Eligibility Requirements

Must have a service-connected disability of at least 10%
U.S. military, Naval, or Air Service
Must be at least 51% owned by one of more disabled veteran
Must reside in California
Must be managed/controlled by disabled veteran
Visit to apply for SB/DVBE certification

Navigate to the “Get Certified” section

Office of Small Business & Disabled Veteran Business Enterprise Services (OSDS)

916.375.4940

Hours 8am to 5pm
Disadvantaged Business Enterprise (DBE) Eligibility Requirements

Must be at least 51% owned by one or more socially & economically disadvantaged individual
Must be a for-profit small business
Personal net worth of $1.32M or less
Must be managed/controlled by DBE individual and a U.S. Citizen
Average annual gross receipts for the 3 previous fiscal years cannot exceed $26.29M
DBE Certification

For more information visit
Caltrans – Office of Civil Rights
Small Business Advocate
916-324-6900
Outreach and Supportive Services Branch
Annual Caltrans Small Business Goals

Small Business(SB)/Small Business – Public Works (SBPW) 25%
Disabled Veterans Business Enterprise (DVBE) 5%
Disadvantaged Business Enterprise (DBE) 22.2%
A&E Materials Engineering and Testing Services (METS) Contract Goals

Disadvantaged Business Enterprise (DBE) 18%
Caltrans District 3

Robynn Spence
Small Business Liaison, Caltrans District 3
530-720-1687

Email
Overview Current A&E Contract Process

Division of Procurement and Contracts (DPAC)
Presenter Wendy Hou
A&E Contract Facilitator
October 5, 2021
Division of Procurement and Contracts (DPAC)
Your procurement Partner

DPAC Website ADA Compliance
With Section 508 of the Federal Rehabilitation Act for persons with disabilities

Safe Harbor Rate Program
Field Rate = 90% Home Rate 120%, approved by FHWA

Personnel Additions
Additions will not be allowed within 6 months of Request for Qualifications (RFQ) start date, regardless of execution date

Advertisement Period
All Advertisements will be for 30 calendar days
DPAC New Procurement Process

Contract Planning – District or Program = 60 Calendar days

Contract need identified

Develop Scope of Work

Look Ahead Report

Contract Request Submitted

A&E Streamline Contract Procurement – Division of Procurement and Contracts = 75 Business Days

Advertisement – 25 Business Days

Evaluate SOQs – 5 Business Days

Consultant Interviews – 5 Business Days

Negotiate and Execute – 40 Business Days
Updates

New A&E Streamline Procurement Process

Major Changes

Returning to Business days

Statement of qualifications (SOQ) Instruction Update

New Negotiation Phase Process

Caltrans Financial Requirements and Instructions document

Financial Document Structure (FDS)

New Cost Proposal (See DPAC website for upcoming Prevailing Wage Interpretive Guidance)
SOQ Submittal

Section 1 – Transmittal Letters/Goal Documentation
Section 2 – General Services Administration Standard Form 330 (SF330)
Section 3 – Staff Availability
Section 4 – Communication Plan
Section 5 – Work Force Analysis Chart
Section 6 – Nondiscrimination Plan
Section 7 – California Civil Rights Laws Certification

The SOQ Instructions can be found on the Internet at:

https://dot.ca.gov/programs/procurement-and-contracts/ae-contractinformation/procuring-a-e-contracts
Update

Definition: Key Personnel

Key Personnel are individuals who are essential to the work being performed under this contract. Key Personnel shall be representative of required and advertised classifications. Together, key and non-key personnel shall compose a complete team of various classifications, to perform required work for a substantial period. SF330 Resume will include both key and non-key personnel.
SOQ Submittal Instructions

Clarification

All proposed personnel (key and non-key) to be utilized on the contract must be listed in the Organizational Chart.

The consultant is required to identify the key personnel in the Organization Chart with a symbol (examples such as a star of a picture of a key).

Resumes for all proposed personnel (key and non-key) listed on the Organizational Chart shall be included in the SOQ.
SOQ Submittal Instructions

New Requirements

Section E of SOQ

Resumes must be grouped by firm.

Resumes must be arranged by classification and numbered for each individual firm.

Each Consultant shall represent and warrant that proposed personnel meet the requirements specified in the RFQ for their corresponding classification, including but not limited to: education, licensing, certifications and experience.

Consultant Contract Manager vs. Project Manager
A&E Streamline Negotiation

Phase A – Consultant provides Readily Available Documents (RADs)
Indirect cost rate, payroll, other direct cost sheet, company policies (Bonus, Overtime)

Phase B – Consultant submits Remaining financial Documents (RFDs)

Phase C – Consultant completed financial documents package is reviewed by Caltrans Independent Office of Audits and Investigations (IOAI)

Phase D – Consultant meets with DPAC A&E facilitator to resolve issues and submits Final Cost Proposal
Negotiation and Financial Document Assessment

Contract Fee and Escalation Rates Advertised

Financial Document Checklist

Audits and Investigations Conducts Assessment

Respond to Action Items within 48 hours
Contract Execution

Consultant provides final documents:
Cost proposal
Insurance certificate
Payee Data Record (Std 204)
Contractor Certification Clauses (CCC-307)
Return Signed Contract within 24 hours of receipt
Checklist

Read RFQ instructions (Shall/Must)
Minimum Qualifications
Responsiveness Checklist
Conflict of Interest Disclosures
DBE Requirements
Submittal date and time: Electronic
Financial Documents
Websites

Caltrans, Division of Procurement and Contracts (DPAC) A&E Website

Look Ahead Report

Procuring A&E Contract
Caltrans

Questions can be sent to the AE Customer Service email
Outreach Meeting for METS Statewide Contracts

Division of Engineering Services (DES)
Material Engineering and Testing Services (METS)
Office of Quality Assurance and Source Inspection
October 5, 2021
METS Presenters

Keith Hoffman, P.E.
Office Chief, Office of Quality Assurance and Source Inspection (OQASI)

Maged Armanuse, P.E.
Branch Chief, Quality Assurance and Source Inspection – Bay Area

Jason Wilcox, P.E.
Branch Chief, Quality Assurance and Source Inspection – Sacramento

Mohammed Shamol, P.E.
Branch Chief, Quality Assurance and Source Inspection – Los Angeles

Steven Seifert, P.E.
Branch Chief, Field & Forensic Services
Overview

Overview of METS branches and Services
Upcoming on-call Statewide Contracts
Function of the METS Consultants (Engineers & Inspectors)
Personnel and Performance Requirements
637.205 Policy

(a) Quality assurance program. Each SHA shall develop a quality assurance program which will assure that the materials and workmanship incorporated into each Federal-aid highway construction project on the NHS are in conformity with the requirements of the approved plans and specification, including approved changes. The program must meet the criteria in 637.207 and be approved by the FHWA.
Different levels of inspection

METS QA
Award, Advertise, Administered by Caltrans

METS Oversight
Award, Advertise, Administered by Local Agency

METS Alternate Delivery
CMGC/Design-Build Contracts (New Contract executed July 2021)
Upcoming New Contracts (Spring 2022)

Statewide contract for capital projects
Statewide contract for the oversight projects
Forensic Field Investigation Services
Statewide Contract

Contract# 59AMETSTW21
Statewide Contract for Capital Projects
$30-$35M/3 Years
METS QA Services
Projects Award, Advertise and Administered CT

Jason Wilcox, P.E.
Maged Armanuse, P.E.
Quality Assurance and Source Inspection (OQASI) Branch

Verify that the structural materials are in compliance with the project requirements
Conducts material risk assessment and coordinates inspection, sampling and release
Provide fabrication inspection at the source (domestic and international)
Provide material recommendations
Statewide Contract – A&E Services

METS Representative (METS Rep), formerly SMR
Single point of contact for METS customers
Technician support
Metallurgical, Welding and Corrosion Engineering
Non-Destructive Testing (NDT) Services
Coating Experience
Fabricator Audits
Visit Job Sites, Fabricators, and Manufacturing Shops
Statewide Contract – A&E Services

Provide Trained and Certified Inspectors
CWI – Fracture Critical
Level II UT, RT, MT, and PT
PCI Level II/III
NACE Level III
Perform Testing and Sampling
Communicate with project team members
Ability to Navigate and interpret codes and specifications
Electrical Inspectors
Non-Destructive Testing (NDT)

Critical in evaluation of material
Requires highly trained and certified staff
Verifies that the weld will perform as designed
Types:
Liquid Penetrant Testing
Radiographic Testing
Magnetic Particle Testing (MT)
Ultrasonic Testing (UT)
Personnel and Performance Requirements – NDT Level III

Provide Level III Program to ensure consultant’s Level II inspectors are trained and Qualified

ASNT-Certified Level III UT, RT, MT, PAUT, and PT

Company conforms to ASNT TC-1A Written Practice
Concrete and Pavement Inspection

Personnel to be certified by the Pre-Cast Concrete Institute (PCI) as Level II or Level III
Perform Material Source Inspection
Assist with the review of Prestressed Quality Control Plans
Assist with review of Shop Drawings and Mix Designs
Consultant Contract Manager

Provide flexibility for Construction support
Provide efficiency to work on multiple contracts
Maintain Consistency
Keeps projects moving forward
METS Representative Expectations

Provide Engineering Staff – METS Representatives (METS Reps)

Regional Responsibility assigned to one of the branches

Single point of Contract between OQASI and Construction, District Materials Engineers (DME’S), Design and, Other Caltrans Functional units (Design, Maintenance, etc.)

Ability to interface with other Caltrans Stakeholders

Coordination between project team members

Effective communication between project team members
METS Representative Expectations

Manages the quality methodology of material for each project, including shop drawings and control plan submittals

Understands various fabrication practices and provides technical recommendations to Construction in a timely manner

Need for METS Reps to be flexible, resourceful, and able to handle multiple projects concurrently

Ability to perform research and analyze material data in order to determine engineering solutions, and provide engineering recommendations to METS Customers
Inspector Expectations

Must stay current in specification changes and industry practices
Inspect to verify that the fabricator's Quality Control plans are implemented effectively
Perform IQA Testing and Sampling
Communicate with project team members
Ability to navigate and interpret codes and specifications
Identify non-conformance issues – clearly communicate to MR
Multiple certifications beneficial to OQASI
Inspection Expectations

Dynamic in nature. OQASI is not always aware of fabrication schedule in the fabricator notifies OQASI

Inspection is coordinated upon notification

Inspector is dispatched to review contract documents, set up travel, execute inspection, then document the inspection

May have multiple projects inspected at one time, at various stages of production

Inspection staff may be put on long-term assignment depending on fabrication schedule
Typical Inspections

Assurance that the structural materials delivered to the jobsite meet contract requirements

Documentation

Verification

Contract requirements

Specifications and Codes
Typical Day of Dispatch

Inspectors need to have multiple certifications and qualifications to handle various inspection. Typical Dispatch may include:

Furnish Steel Piling – Granite Falls, WA – (CWI+UT or RT)
Furnish Steel Piling – Drive Steel Piling – Field Welding (WWI+UT Inspection)
PTFE Sliing Bearings – Seattle, WA – (Sp. Training for Engineer of Inspector)
Prestressing (CIP) Strand – Sumiden Wire – Stockton, CA
Joint Seal Assembly – Watson Bowman – Buffalo, NY
Signal and Lighting Poles – Ameron – Tulsa, OK
Signal and Lighting Source Inspection

1 Inspector per Shipment

Example:

3 Contracts District 7
2 Contracts District 3
4 Contracts District 4
METS Contract Databases

J2
Lookup Job information, track bid items, etc.
Vision
Lookup Job Information
DIME Data Interchange for Materials Engineering
Database for test results
Rock
Storage and access for information
Personnel and Performance Requirements

Consultant Contract Manager: 5 years of responsible experience as a contract manager for similar service contracts. Shall be a licensed PE in the State of California

Consultant Task Order Manager: Primary contact for assigned task order and available as needed

METS Representatives: Qualifications equivalent to Caltrans Transportation (Civil), Range D. Valid registered Civil Engineering License in the state of California

Welding Inspector: Certified as Certified Welding Inspector (CWI) in accordance with AWS QC-1. Fracture Critical (3 years bridge experience)

NDT Level III Inspector: ASNT Level III certificate holder in UT, PT, PAUT, MT, and RT

NDT Inspector: Level II per SNT TC-1A in at least two of the following disciplines: UT, RT, PAUT, MT, and PT

Precast Concrete Inspector: PCI Level II or III Certification

Paint and Coating Inspector: NACE Certified Coating Inspector – Level III

Electrical Engineer/Inspector: Must have an engineering degree from an ABET accredited university or Engineer in Training (EIT) certificate and at least one (1) year of experience

Technical Experts: Metallurgical Engineering, Welding Engineering, Corrosion Engineering, Failure Analysis Engineering, Structural Concrete Engineering
Statewide Contract for the Oversight Projects

Contract # 59AMETLOC21
$2-$3M/3 Years
METS Oversight
Award, Advertise, Administered by Local Agency
Mohammed Shamol, P.E.
SIQMP Review

SIQMP: Source Inspection Quality Management Plan
Contract Documents Review
Co-op Agreements
Coordination with other METS Offices
Monthly Summary Reports

Verify Continued Compliance with the SIQMP
Review Summary for Verification Source Inspection Work
Review Summary of NCRs
Review Changes to the Plans or Specifications
IQA Audits

Audit Frequency
Perform Audit
Exit Interview
IQA Report
Forensic Field Investigation Services

Contract #59AMETFFI21
$2-$3M/3 Years
Steven Seifert, P.E.
Forensic Field Investigation – Purpose of Work

Emergency Response – Field Investigation Team
Forensic Field Investigation – Required Services

Concrete
NDT – Echo Impact, Hardness, Sounding, Phased Array, Pulse Velocity
Drilling/Coring & Repair Capability
Petrographic Analysis

Steel
NDT – VT, MT, UT, Spectroport
Sampling - Destructive Testing (Coupons) & Repair Capability
Bond Testing (Pull-Offs; 2” & anchor)
GPR: Handheld and Truck Mounted
Soil Sampling (to 5’ depth, up to 6” diameter)
Corrosivity
Forensic Field Investigation – A&E Services

METS Representative (METS Rep)
Single point of contact for METS Customers
Responsible for preparing Engineering Report of the findings (signed & stamped by PE)

Technician Support
Metallurgical, Welding, and Corrosion Engineering
Non-Destructive Testing (NDT) Services Level III
PE Required for load path consideration, repair recommendations and report review