

**HQ PAVEMENT PROGRAM CONSULTATION, RESEARCH,
PROFESSIONAL AND TECHNICAL SERVICES REQUIRED FOR
PAVEMENT ENGINEERING SERVICES (ON-CALL CONTRACT)
(56AXXX)**

A&E CONTRACT OUTREACH HQ PAVEMENT PROGRAM

June 20, 2022

1:30 – 3:30 PM

Via WebEx

TITLE VI

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<https://dot.ca.gov/programs/civil-rights/title-vi>

AGENDA

1:30 PM – Welcome & Purpose of the Outreach 1:35 PM – Roundtable Introductions

1:55 PM – Office of Civil Rights 2:05 PM – Calmentor Program

2:25 PM – Contract Overview & DPAC Updates

3:00 PM – Question & Answer Session

Prime holding offsite WebEx networking sessions

Official responses to be posted to DPAC website

3:30 PM – Adjourn

PURPOSE OF THIS OUTREACH

- General Information Sharing Office of Civil Rights Calmentor Participation Contract Overview
- DPAC Updates
- Networking & Partnering Opportunities
- Question & Answer Session- Please send questions to Rukesh Maharjan in the chat box

DISCLAIMERS

- The information provided in this event does not constitute a solicitation or offer of any contract with Caltrans.
- For this outreach, the scope of work, duties, contract amount, schedule, and all aspects of the contract are not final. Information provided is preliminary and subject to change.

CONSULTANT ROUNDTABLE INTRODUCTION

- Participant's Name, Your Title, and Firm that you represent
- Services your Firm provides/Personnel Current Certifications
- Are you a DVBE Consultant/Sub-Consultant?
- Are you planning to be a:
 - Prime or Sub-Consultant and
 - Primes to possibly host separate teaming WebEx?
- What is your Goal for attending this event (for non-Caltrans participants)?

OFFICE OF CIVIL RIGHTS (OCR)

- Disabled Veteran Business Enterprise (DVBE) Program Overview
- DVBE Eligibility & Certification DVBE Participation Goal: 5% How to find a DVBE Firm?

For more information on DVBE, SB, or DBE Certification please visit

<https://dot.ca.gov/programs/civil-rights>

Aisha Copeland

Caltrans; Office of Civil Rights, Branch Chief, Outreach Office

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Robynn Spence

Caltrans; Small Business Liaison– District 3

(530) 720-1687; robynn.spence@dot.ca.gov

Bill Lavelle

Small Business Caltrans - District 10

(209) 610-7977; Bill.Lavelle@dot.ca.gov

DVBE PROGRAM OVERVIEW

- DVBE Program Overview
- DVBE Eligibility:
 - The business 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 or more disabled veteran
 - Must reside in California
 - Must be managed/controlled by disabled veteran
- DVBE Certification process:
 - Certified through Department of General Services (DGS)
 - Visit Cal eProcure website to complete application & submit documents - <https://caleprocure.ca.gov/pages/index.aspx>
 - Office of Small Business & Disabled Veteran Business Enterprise Services (OSDS)
 - OSDSHelp@dgs.ca.gov or (916) 375-4940
- DVBE Benefits:
 - 5% Bid Preference
 - SB/DVBE Option
 - Firm listed in the SB/DVBE Database on DGS website, Cal eProcure
 - Receive invitations to Procurement Fairs, Pre-Bids, and other outreach events

CALMENTOR PROGRAM

Overview

- Caltrans Regional/District Consultant Services Unit (CSU) has implemented an Architectural & Engineering (A&E) mentor-protégé program, also known as “Calmentor”.
- Partnering with the American Council of Engineering Companies (ACEC), the Calmentor Program promotes partnership with the private consulting industry
- The Calmentor Program is consistent with the Governor’s Executive Order No. S-11- 06 to encourage new businesses, grow existing businesses, and promote small and emerging business contracting with the State of California.
- Calmentor supports the participation of certified Small Business Enterprise (SBE), Disadvantaged Business Enterprise (DBE), and Disabled Veterans Business Enterprises (DVBE) firms in the Region.
- Voluntary participation in the program is through acceptance and screening of completed applications from mentors and protégés. *Not a requirement for this RFQ solicitation.*

CALMENTOR PROGRAM

Mission Statement

The mission of the Calmentor Program is to increase the pool of small firms participating in transportation projects by providing them opportunities to network and partner with larger, established firms.

Goals and Objectives

- Establish a mentoring Program that pairs small firms with larger, established firms in the same field of expertise
- Enhance the growth potential of small firms
- Ensure that both small and large firms have equal opportunities to participate in transportation projects
- Establish a clear, accessible entry point for small firms that want to do business with
- Caltrans or other public agencies
- Develop business relationships that foster new opportunities for both large and small firms
- Encourage small firms to obtain certification from appropriate agencies
- Increase the pool of small businesses

CALMENTOR PROGRAM

Participants

- Participants of the Program are Mentors, Protégés, Sponsors, and/or Steering Committee members.
- Mentors are large, established firms who are typically prime consultants willing to commit time to help small firms achieve their growth potential.
- Protégés are small firms who are seeking A&E contracts with Caltrans or other public agencies.
- Caltrans Region District CSU is the program's primary sponsor whose aim is to facilitate the growth of small firms. Any public or local organization may join to co- sponsor the Program.
- Any public or local organization may join to co-sponsor the Program.

CALMENTOR PROGRAM

Contact Information for Central Region

Public Sector Members

Camillo Prandini - Consultant Services, Caltrans CR

Camillo.prandini@dot.ca.gov

Private Sector Members

Lori Goodwin (Chairperson)

lori.goodwin@nv5.com

Julianita Juaregui (Co-Chairperson)

Julianita.Jauregui@stantec.com

Central Region Calmentor Program

<https://dot.ca.gov/caltrans-near-me/district-6/district-6-programs/d6-calmentor>

CALMENTOR PROGRAM

STATEWIDE – California

HQ PAVEMENT PROGRAM

CONSULTATION, RESEARCH, PROFESSIONAL AND TECHNICAL SERVICES REQUIRED FOR
PAVEMENT ENGINEERING SERVICES

- OFFICE OF ASPHALT PAVEMENTS
- OFFICE OF CONCRETE PAVEMENTS
- OFFICE OF PAVEMENT MANAGEMENT

GENERAL INFORMATION EXISTING CONTRACT

- Existing Contract #: 56A0623 (Consultation, Research, Professional and Technical services required for Pavement Engineering and Pavement Materials Testing Services)
- Location: Statewide, California
- Current Consultant: Nichols Consulting Engineers, Chtd.
- Cost: Value is \$3,500,000
- Duration: January 13, 2020 - January 13, 2023
- DVBE goal: 5%
- Work Performed: Pavement Engineering and Pavement Materials Testing Services

HQ PAVEMENT PROGRAM NEW CONTRACT

- Location: California, Statewide
- Cost: Contract estimated value is \$2.8 to \$4.6 Million
- Duration: Contract term is 3 years
- Target DVBE goal: 5%
- Work Performed: Pavement Engineering and Pavement Materials Testing Services

SCOPE OF WORK

Purpose of Work:

- Consultation, Research, Professional and Technical Services required for Pavement Engineering and Pavement Materials Testing Services.

Exclusion of Work, not limited to:

- All work performed under Districts Capital Outlay Support Program for Materials Testing.
- All work performed under Materials Engineering and Testing Services Branch.
- All work performed under the Office of Roadway Materials Testing.
- All work performed under the Office of Structural Materials.

TYPICAL SCOPE OF REQUIRED SERVICES

Required Services:

- Provide professional engineering expertise, technical engineering services, and engineering consultation regarding all aspects of pavement engineering, pavement management, pavement preservation, materials, design, construction, maintenance and rehabilitation.
- Provide professional engineering and technical engineering services, and related consultation for specification and test method development, evaluation and revision; construction quality testing; pavement performance evaluation; and pavement management.
- Provide professional engineering services and related consultation for construction quality assurance, independent assurance, and pavement management.
- Provide professional engineering expertise, technical engineering services, and related consultation to investigate, determine probable cause, and provide alternatives for resolution of pavement failures.
- Provide professional engineering expertise and technical engineering services in the evaluation of innovative materials and equipment, as well as determination of benefits from pavement sustainability efforts with regard to greenhouse gas reduction, vehicle fuel consumption, recycling advancements, and use of plastics and recyclable materials in pavement.
- Apply engineering expertise to provide material properties testing of construction materials, including asphalt pavements, concrete pavements, and pavement foundations.

TYPICAL SCOPE OF REQUIRED SERVICES

The Consultant shall perform services on an On-Call and as-needed basis.

TYPICAL PERSONNEL CLASSIFICATIONS

Consultant Contract Manager

- California Registered Civil Engineer
- Minimum of 5 years of responsible experience performing the duties as a Consultant Contract Manager for similar Pavement Engineering and Pavement Materials Consultant Services Contracts.
- Minimum 10 years of demonstrated experience in Pavement Engineering and Pavement Materials

Consultant Task Order Manager

- California Registered Civil Engineer
- Minimum 5 years of demonstrated experience in Pavement Engineering and Pavement Materials

Consultant Task Order Lead Person

- The primary contact for the assigned Task Order (other than the Consultant Contract Manager)
- Minimum 5 years of demonstrated experience in Pavement Engineering and Pavement Materials

TYPICAL PERSONNEL CLASSIFICATIONS

Consultant Task Order Responsible Person

- California Registered Civil Engineer
- Minimum 5 years of demonstrated experience in Pavement Engineering and Pavement Materials

Consultant Personnel and Team Member Qualifications

- Rigid Pavement Specialist
- Flexible Pavement Specialist
- Pavement Management Experts
- Engineering Technicians and Material Testers

PAVEMENT ENGINEERING SERVICES

TENTATIVE SCHEDULE (SUBJECT TO CHANGE)

Advertisement – Week of 08/08/22

SOQ Due – Week of 09/05/22

Interview – Week of 09/26/22

Cost Negotiation – Week of 11/28/22

Award & Execution – Week of 12/05/22

CALTRANS DIVISION OF PROCUREMENT AND CONTRACTS (DPAC) UPDATE

Caltrans 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

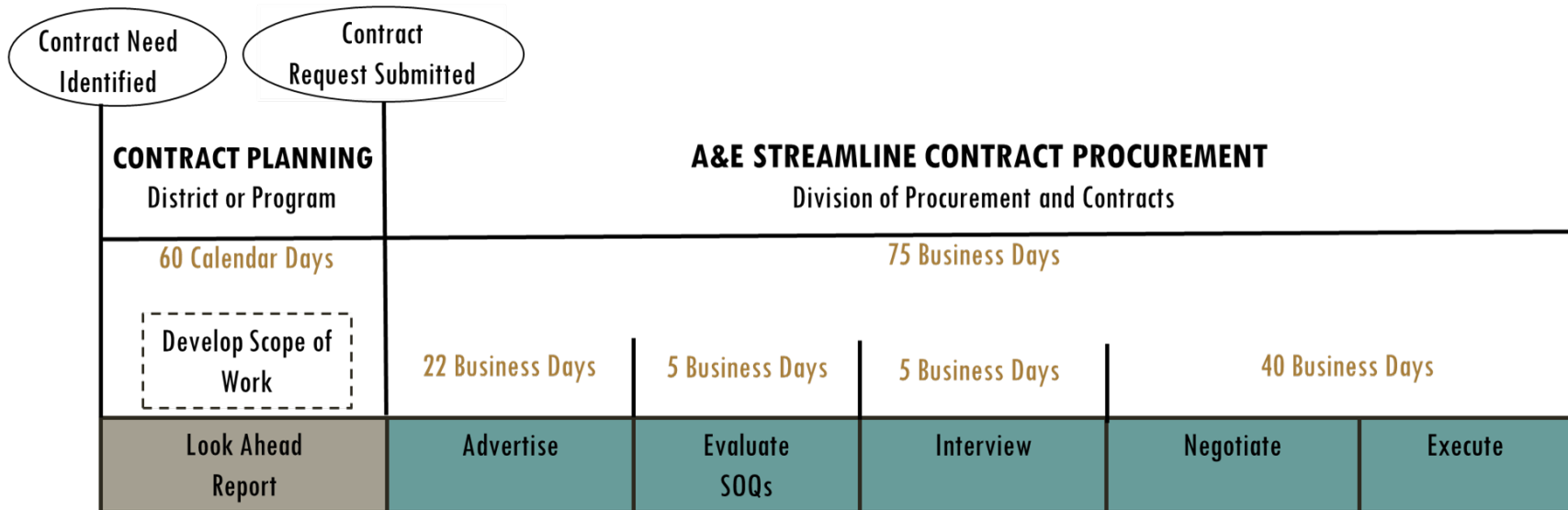
All advertisements will be for 30 calendar days.

Main Contact for Documents and Questions

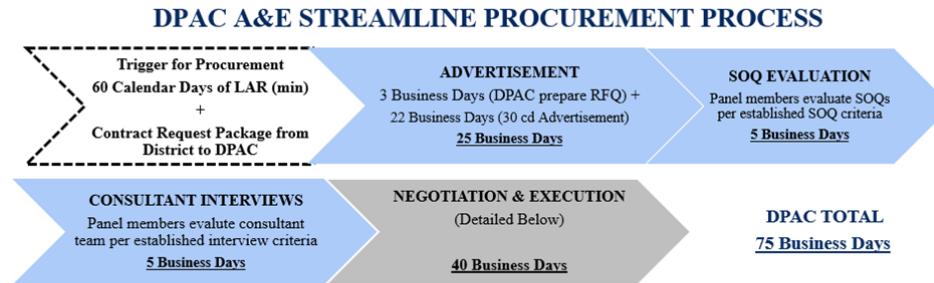
AE.Customer.Service@dot.ca.gov

CALTRANS DIVISION OF PROCUREMENT AND CONTRACTS (DPAC) UPDATES

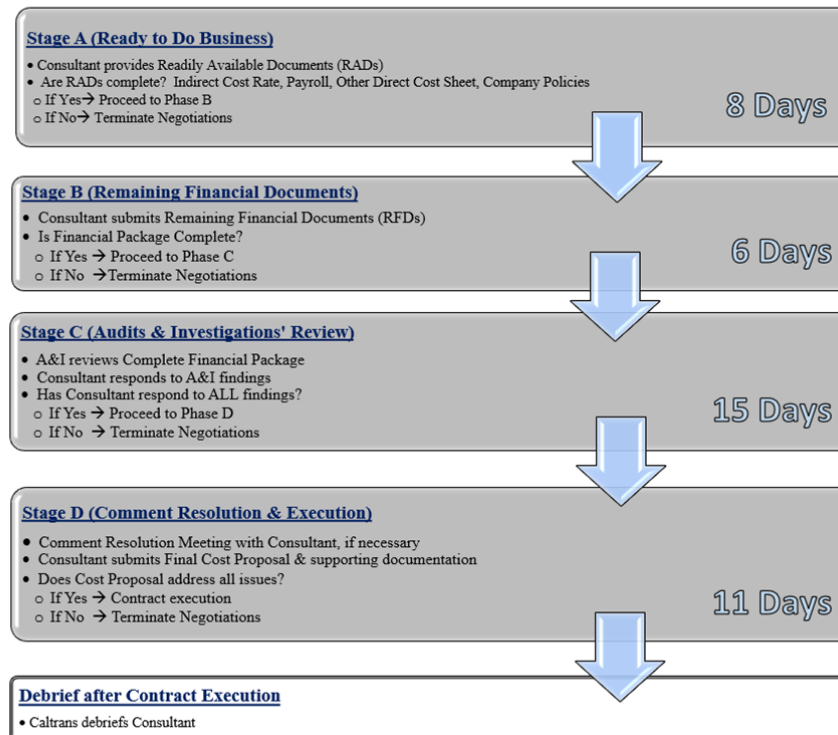
New Process



DPAC A&E STREAMLINE PROCUREMENT



A&E STREAMLINE NEGOTIATION PHASE ONLY



DPAC UPDATES – FINANCIAL & COST ACCOUNTING REQUIREMENTS

Readily Available Documents (RADs) – required by Day 5:

1. Indirect Cost Rate- ICR
2. Contractor Cost Certification - CCC
3. Internal Control Questionnaire (AASHTO Appendix B) - ICQ
4. Payroll
5. Other Direct Costs, with Unit Rate justification(s) - ODC
6. Company Policies - Policies
7. Safe Harbor Rate documents - SHR

DPAC UPDATES – FINANCIAL & COST ACCOUNTING REQUIREMENTS

Remaining Financial Documents (RFDs) - Required by Day 11:

1. Complete Cost Proposal (CCP)
2. Executive Compensation Analysis - ECA
3. Labor Summary Report - LSR
4. Cost-Closing Trial Balance – PC TB
5. Income Statement - IS
6. Chart of Accounts - CoA
7. Other Reviews/Audits (if applicable) - Other
8. *PPP Loan forgiveness program*

DPAC UPDATES

New A&E Streamlined Procurement Process Major Changes

- Returning to Business Days
- Statement of Qualification (SOQ) Instructions Update
- New Negotiation Phase Process
- Caltrans Financial Requirements and Instructions document
- Financial Document Structure (FDS)
- New Cost Proposal

SOQ SUBMITTAL INSTRUCTIONS UPDATE

New 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 substantial period.

SOQ SUBMITTAL INSTRUCTIONS UPDATE

New Definition: Vendor Services

- The vendor services must be listed in the SOQ transmittal letter.
- The name of vendors shall be listed in the SOQ. For example, you may list “Traffic Handling Services Vendor” and include the name of the vendor.

SOQ SUBMITTAL INSTRUCTIONS UPDATE

New Clarifications

- All proposed personnel to be utilized on the contract must be listed in the Organizational Chart.
- The consultant is required to identify the key personnel in the Organizational Chart with a symbol (i.e. such as a star or picture of a key).
- Resumes for all proposed personnel listed on the Organizational Chart shall be included in the SOQ.
- SOQ is now included as an attachment in the executed contract.

SOQ SUBMITTAL INSTRUCTIONS UPDATE

New Requirements

(Section 2, Part One, Sub-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.
- Firms' warrant Letter shall be placed prior to SF330 Resume.

COST PROPOSAL

GOALS

- Streamline A&E contract procurements
- Reduce contract execution timelines
- Develop a simpler cost proposal for all stakeholders
- Utilize a consistent method of reimbursement of costs to all firms

COST PROPOSAL

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION										Consultant/Subconsultant Name:		
COST PROPOSAL										Agreement Number: XXAXXXX		
ON-CALL CONTRACT										Tax ID No.: 1-96123456		
ADM 2033 (Rev. 11/19)										Date Prepared: 6/16/2018		
										Page No.: X of XX		
Home Office Indirect Cost Rate:				Fringe Benefit %	Overhead %	General Administration %				=	180.00%	
				50.00%	70.00%	60.00%				=		
Field (Project Specific) Indirect Cost Rate:				Fringe Benefit %	Overhead %	General Administration %				=	150.00%	
				50.00%	40.00%	60.00%				=		
										Fee	=	10.00%
										FCCM =	0.250	
										Home Office Multiplier =	3.08	
										Field or Project Specific Multiplier =	2.75	
Name & Work Information	Home/Project Specific	Straight	Actual Total Fringe Paid by Firm	Straight & Overtime Loaded Hourly Billing Rates			Effective Date of Hourly Rate [Start with RFQ Advertisement Date]		% Escalation Increase	Actual Hourly Rate		
				Straight	OT (1.5x)	OT (2x)	From	To				
1. Saad Ghonim, PE, BSCE	FIELD	\$ 49.50	\$ 9.85	\$ 136.25	\$161.00	\$185.75	7/1/2018	6/30/2019	0.00%	\$ 49.50		
Desgin Engineer		\$ 50.24	\$ 9.85	\$ 138.29	\$163.41	\$188.53	7/1/2019	6/30/2020	1.50%	\$ 50.24		
		\$ 51.75	\$ 9.85	\$ 142.44	\$168.32	\$194.19	7/1/2021	6/30/2021	3.00%	\$ 51.75		
Non-Exempt/Full Time		\$ 53.30	\$ 9.85	\$ 146.71	\$173.36	\$200.01	7/1/2021	6/30/2022	3.00%	\$ 53.30		
2. Ahmed Samani, BSCE	FIELD	\$ 35.75	\$ 8.50	\$ 98.40	\$116.28	\$134.15	7/1/2018	6/30/2019	0.00%	\$ 35.75		
Assistant Design Engineer		\$ 36.29	\$ 8.50	\$ 99.89	\$118.03	\$136.18	7/1/2019	6/30/2020	1.50%	\$ 36.29		
		\$ 37.38	\$ 8.50	\$ 102.89	\$121.58	\$140.27	7/1/2021	6/30/2021	3.00%	\$ 37.38		
Non-Exempt/Full Time		\$ 38.50	\$ 8.50	\$ 105.97	\$125.22	\$144.47	7/1/2021	6/30/2022	3.00%	\$ 38.50		
3. Robert Singh, BSCE	FIELD	\$ 30.00	\$ 7.00	\$ 82.58	\$97.58	\$112.58	7/1/2018	6/30/2019	0.00%	\$ 30.00		
Drafter		\$ 30.45	\$ 7.00	\$ 83.81	\$99.04	\$114.26	7/1/2019	6/30/2020	1.50%	\$ 30.45		
		\$ 31.36	\$ 7.00	\$ 86.32	\$102.00	\$117.68	7/1/2021	6/30/2021	3.00%	\$ 31.36		
Exempt/Full Time		\$ 32.30	\$ 7.00	\$ 88.91	\$105.06	\$121.21	7/1/2021	6/30/2022	3.00%	\$ 32.30		
4. Anup Gunn, LA	FIELD	\$ 48.90	\$ 12.64	\$ 134.60	\$159.05	\$183.50	7/1/2018	6/30/2019	0.00%	\$ 48.90		
Landscape Architect		\$ 49.63	\$ 12.64	\$ 136.61	\$161.42	\$186.24	7/1/2019	6/30/2020	1.50%	\$ 49.63		
		\$ 51.12	\$ 12.64	\$ 140.71	\$166.27	\$191.83	7/1/2021	6/30/2021	3.00%	\$ 51.12		
Non-Exempt/Full Time		\$ 52.65	\$ 12.64	\$ 144.92	\$171.24	\$197.57	7/1/2021	6/30/2022	3.00%	\$ 52.65		
5. Richard Lakis, PE	Field	\$ 60.00	\$ 12.00	\$ 165.15	\$195.15	\$225.15	7/1/2018	6/30/2019	0.00%	\$ 60.00		
Project Manager		\$ 60.90	\$ 12.00	\$ 167.63	\$198.08	\$228.53	7/1/2019	6/30/2020	1.50%	\$ 60.90		
		\$ 62.73	\$ 12.00	\$ 172.66	\$204.03	\$235.39	7/1/2021	6/30/2021	3.00%	\$ 62.73		
Non-Exempt/Full Time		\$ 64.61	\$ 12.00	\$ 177.84	\$210.14	\$242.45	7/1/2021	6/30/2022	3.00%	\$ 64.61		
6. Jared Yost BSCE	FIELD	\$ 46.56	\$ 14.00	\$ 128.16	\$151.44	\$174.72	7/1/2018	6/30/2019	0.00%	\$ 46.56		
Task Order Lead		\$ 47.26	\$ 14.00	\$ 130.08	\$153.71	\$177.34	7/1/2019	6/30/2020	1.50%	\$ 47.26		
		\$ 48.68	\$ 14.00	\$ 133.99	\$158.33	\$182.67	7/1/2021	6/30/2021	3.00%	\$ 48.68		
Non-Exempt/Full Time		\$ 50.14	\$ 14.00	\$ 138.01	\$163.08	\$188.15	7/1/2021	6/30/2022	3.00%	\$ 50.14		

WEBSITES

New Caltrans website:

<https://dot.ca.gov/>

Caltrans, Division of Procurements and Contracts (DPAC) A&E website:

<https://dot.ca.gov/programs/procurement-and-contracts>

Look Ahead Report:

<https://dot.ca.gov/programs/procurement-and-contracts/ae-contract-information>

NETWORKING & PARTNERING OPPORTUNITY

- A list of all today's attendees will be posted on the DPAC Website with Prime-Consultants and Sub-Consultants for your reference
- Utilize the list to form your potential team partners

QUESTION & ANSWER SESSION

Compose your questions in the chat box to Rukesh Maharjan

Outreach information including questions and answers will be posted on DPAC A&E website:

<https://dot.ca.gov/programs/procurement-and-contracts/ae-contract-information/a-e-outreach-events>