

Welcome to Division of Engineering Services  
A&E Contract Outreach  
59ANEW1208

June 11, 2025  
10:30 AM – 12:30 PM  
Online WebEx Outreach

If you have not already registered, please provide the following information in the chat box:

Name

Firm

Email

Phone

## Agenda

- General Information Sharing
- Calmentor program
- Office of Civil Rights – Opportunities for DBEs
- DPAC Updates – Procurement Process
- Contract Requirements & Overview
- Wrap Up - Question Submission:
  - Please send questions to EVERYONE in the chat box
  - Official responses to be posted on DPAC website

\*The Attendees List (including contact information) will be posted on the website

## Title VI

Caltrans ensures that no person in the state of California is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in Caltrans programs, policies, procedures, activities, and services on the grounds of race, color, national origin, sex, age, or disability.

For more information on Title VI of the Civil Rights Act of 1964 at Caltrans, please visit: <https://dot.ca.gov/programs/civil-rights/title-vi>.

## 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, personnel classifications, duties, contract amount, schedule, and all aspects of the contract are not final. Information provided is preliminary and subject to change

## Roundtable Introductions

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## General Information

Location: Structure Construction Office "O", D3 South & D10 North

Scope: The Consultant must perform structure construction engineering and inspection services on an as-needed basis

Schedule: Estimated Advertisement April 15, 2026

DBE Goal: Estimate 20%

Contract Amount: Estimated value is \$10-12 Million

Duration: 3 years

Look Ahead Report: 59ANEW1208

## General Information

### Not Included in the Scope of Work:

Roadway construction services not associated with the structures

### Exclusion From Participation:

Throughout the terms of this Contract, the Consultant and its Subconsultants are prohibited to have any financial, business or other relationship with Caltrans which may have a potential conflict of interest with this contract. The Consultant and its subconsultants shall also disclose any financial, business or other relationship with Caltrans throughout the terms of this contract.



Calmentor

Enhancing the growth potential of small business

Jane Yao PE

Senior Transportation Engineer

Caltrans District 4 Office of Consultant Services

#### Mission

Seeks to increase the pool of qualified small A&E firms available for public sector transportation projects by providing them opportunities to network and partner with established firms.

#### Purpose

To meet Governor's Executive Order S-11-06 requirements.

To support and implement a small business A&E mentor-protégé program in all Districts.

To encourage, and whenever possible increase, Small Business participation, including Disadvantaged Business Enterprises in highway and transit-related projects.

#### Goal

Facilitates 12-month pairings between Mentors and Protégés that enhance knowledge, qualifications, readiness, and capacity of Protégés to perform work on public transportation sector projects

## How The Program Works?

1. Protégé Firm Membership Qualifications Determination.
2. Complete & Submit Protege Membership Application Form.
3. Review Program Welcome Kit after membership approval.
4. Identify and submit names of 3 potential Mentors to support the goals listed on application form.
5. Attend Quarterly Mixer Events.
6. Take Advantage of Program's Networking & Training Opportunities with other A&E Firms and Public Agencies.
7. Prepare MOU with a Mentor Firm.
8. Work on milestones and goals for a 12-month mentor-protégé relationship.

## Program Achievements

- Total Number of membership 137
- Foster Partnership with Local Public Transportation Agencies
- 8 pairings for mentor and Protege
- 55 protégé firms are Disadvantaged Business Enterprise
- 24 Caltrans Contracts valued at \$307M Awarded to Members Since 10/2021
- Graduated 81 protégé Firms.

## CONTACT INFORMATION

Jie (Jane) Yao , P.E., D4 Calmentor Program Manager  
Tel.: 510-421-6285 email: jie.yao@dot.ca.gov

Or

Guadalupe Watson, D4 Calmentor Program Facilitator  
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## WEB RESOURCES

D4 Calmentor website <https://dot.ca.gov/d4-calmentor>

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

Caltrans Division of Procurement and Contracts (DPAC)  
<https://dot.ca.gov/programs/procurement-and-contracts>

## Caltrans Small Business Program Overview

Dalia Demian  
Office of Civil Rights  
Statewide Outreach Branch

## Recognized Certifications

Caltrans recognizes the following certifications:

Small Business (SB) – 25%

Includes Small Business for Public Works (SB-PW) and Micro Small Business (MB)

Disabled Veteran Business Enterprise (DVBE) - 3%

Disadvantaged Business Enterprise (DBE) – 21.35%

Get dual or triple-certified! Don't miss out on any opportunities



## SB/SB-PW/DVBE Certification Benefits

5% bid preference for SBs  
Up to 5% incentive for DVBEs  
Exclusive contract opportunities  
Prompt Payment  
Reciprocity Partners  
Work with prime contractors

## DBE Certification Benefits

Recognized by sub-recipient local agencies in California.

Firm listed in the CUCP database

California Unified Certification Program (CUCP)

Recognized by Local Agencies

Invitations to Procurement Fairs, Pre-Bids, and other outreach events

Am I eligible?

Small Business (SB) and Small Business Public Works (SB-PW)

Independently owned & operated

Not dominant in the field of operation

Principle office located in California

Owners must live in California

Small Business (SB)

Have 100 or fewer employees; and

Average annual gross receipts of \$18 M or less over the last 3 tax years

Small Business Public Works (SB-PW)

Have 200 or fewer employees; and

Average annual gross receipts of \$43 M or less over the last 3 tax years

## Am I Eligible? Cont

Disabled Veteran Business Enterprise (DVBE)

Must have a service-oriented 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 a disabled veteran

Am I Eligible? Cont.

Disadvantaged Business Enterprise (DBE)

Must be at least 51% owned by one or more socially & economically disadvantaged individuals

Must be a for-profit small business

Personal net worth of \$2.047 M or less

Must be managed/controlled by a DBE individual & a U.S. Citizen

Average annual gross receipts for the 5 previous fiscal years cannot exceed \$30.72 M

## How To Get Certified?

### SB/DVBE

Department of General Services, Cal eProcure website

Apply online & submit documents electronically

### DBE

Caltrans CUCP Online Certification website to find the nearest CUCP agencies

Submit your application online at <https://caltrans.dbesystem.com/>

## Caltrans Districts and Counties

District-1 - Eureka (Del Norte, Humboldt, Lake, and Mendocino)

District-2 - Redding (Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama, and Trinity)

District-3 - Marysville/Sacramento (Butte, Colusa, El Dorado, Glenn, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, and Yuba)

District-4 - Bay Area/Oakland (Sonoma, Napa, Solano, Marin, San Francisco, Contra Costa, Alameda, San Mateo, and Santa Clara)

District-5 - San Luis Obispo/Santa Barbara (Santa Barbara, San Luis Obispo, Monterey, San Benito and Santa Cruz)

District-6 - Fresno/Bakersfield (Madera, Fresno, Tulare, Kings, Kern)

District-7 - Los Angeles (Los Angeles and Ventura)

District-8 - San Bernardino/Riverside (Riverside and San Bernardino)

District-9 - Bishop (Inyo, Mono, and eastern Kern)

District-10 - Stockton (Alpine, Amador, Calaveras, Mariposa, Merced, San Joaquin, Stanislaus and Tuolumne)

District-11 - San Diego (San Diego and Imperial)

District-12 - Santa Ana (Orange)

## Caltrans District Small Business Liaison (DSBL)

Primary Contact for small business-related concerns

Information about Small Business (SB), Disabled Veteran Business Enterprise (DVBE), and Disadvantaged Business Enterprise (DBE) certification and programs

Outreach

Community events and activities

Education regarding how to work with Caltrans

Provide 1:1 technical assistance to firms

Advocacy services

Concerns and complaints



## Business Resources

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

DSBL Contact List: <https://dot.ca.gov/programs/civil-rights/dsbl-contact-list>

Caltrans Outreach Event Calendar: <https://dot.ca.gov/programs/civil-rights/caltrans-events-calendar>

Caltrans Contracting opportunities portal <https://ccop.dot.ca.gov/>

Contractor's Corner: <http://ppmoe.dot.ca.gov/des/oe/contractor-info.html>

Cal eProcure – California's Online Marketplace:

<https://caleprocure.ca.gov/pages/index.aspx>

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

Department of Industrial Relations (DIR): <https://www.dir.ca.gov/Public-Works/PublicWorks.html>

DGS UNSPSC Resource Page: <https://www.dgs.ca.gov/PD-UNSPSC>

A&E Contract Information <https://dot.ca.gov/programs/procurement-and-contracts/ae-contract-information>

## What's Next? Cont.

Attend outreach events

Caltrans Events Calendar - <https://dot.ca.gov/programs/civil-rights/caltrans-events-calendar>

Find Caltrans projects and contracts to bid on

Cal eProcure – <https://caleprocure.ca.gov/pages/index.aspx>

Contractor's Corner - <http://ppmoe.dot.ca.gov/des/oe/contractor-info.html>

Division of Procurement and Contracts (DPAC)

<https://www.youtube.com/watch?v=LwWJI0eeoHw>

Questions can be sent to the AE Customer Service email:  
[AE.Customer.Service@dot.ca.gov](mailto:AE.Customer.Service@dot.ca.gov)

## 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>

Supervising Bridge Engineer

## Districts & Counties

### District 3 South

Colusa

El Dorado

Nevada

Placer

Sacramento

Sierra

Sutter

Yolo

Yuba

### District 10 North

Alpine

Amador

Calaveras

Tuolumne

San Joaquin

### Scope of Services

Deliverables may include, but not limited to, the following:

The proposed A&E on-call contract will provide structure construction inspection and engineering support services for existing and proposed non-toll and emergency transportation infrastructure projects located within the southern region of Caltrans District 3 and the northern region of District 10.



## Scope of Services

Deliverables may include, but not limited to, the following:

Ensure contractor compliance with construction contract requirements including verification of field dimensions, vertical and horizontal field control for structures

Prepare daily Assistant Resident Engineer and Extra Work diaries per the Caltrans Construction Manual

Review submittals including shop drawings, product data, samples, test samples, quality control plans, work plans, material sources, test data, test results, and evaluation reports as required by the contract and/or submitted by the construction contractor

Scope of Services, continued

Deliverables may include, but not limited to, the following

Review construction contractor's requests for information (RFI) and recommend sound engineering solutions in a timely manner

Ensure compliance with applicable regulations controlling the work being inspected including California Division of Occupational Safety and Health (Cal/OSHA), Storm Water Pollution Prevention Plans (SWPPP), and other applicable regulations

Maintain an awareness of safety and health requirements and enforce applicable regulations and contract provisions for the protection of the public and project personnel

Perform calculations (stress and deflection) of temporary structures as used in the construction of bridges (falsework, temporary shoring, working platforms, temporary supports)

Scope of Services, continued

Deliverables may include, but not limited to, the following:

Take samples and perform field-controlled tests of construction materials for quality assurance in accordance with California Test Methods (CTMs) and/or American Society for Testing Materials (ASTM) and/or American Concrete Institute (ACI) procedures

Obtain and maintain certification with applicable CTMs, ASTMs and/or ACI procedures as required

Record and file necessary documents pertaining to construction progress including Daily Assistant Resident Engineer diaries, monthly pay estimates, job expenditures, field measurements, and test data

Identify actual and potential problems associated with the construction project work and recommend sound engineering solutions in a timely manner

Scope of Services continued

Deliverables may include, but not limited to, the following:

Prepare construction contract progress and final payment quantity documents

Assist in the preparation of change orders, contract pay estimates, and other documents, such as responses to Construction Contractor's claims, reports and letters related to the construction of large civil engineering projects

Prepare calculations, records, reports and correspondence related to project activities, change orders, and claims issues

Assist in the preparation of final as-built plans and reports

Maintain all OSHA mandated safety trainings

## Networking & Partnering Opportunity

A list of all of 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.

Are you planning to be a:  
Prime or sub-consultant

## Question Session

Compose your questions in the chat box to EVERYONE.

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>