

District 8 On-Call Contract for Program Project Management Contract Outreach

Outreach Date and Time:

January 11, 2024
1:00 PM to 3:00 PM
District 8 – WebEx

Agenda

1:00 PM	Purpose of the Outreach/Introductions
1:05 PM	PPM Contract Overview
1:15 PM	Small Business/ DBE/ DVBE
1:25 PM	Cal Mentor Program
1:35 PM	DPAC presentation: Virtual Interview Tips
1:45 PM	Submit Questions and Networking Session
1:55 PM	Response to Questions/ Adjourn

Introductions

Role and Title for Participating Caltrans Teams Members:

Contract Manager: Bahar Bakhtar
Small Business: Abigail Delgado
Cal Mentor Liaison: Elias Guitterez
PPM Task Order Managers:
PPM Office Chief: TBD
PMSU Branch Chief: MD Shaheed
Assistant Contract Manager: Tania Salim

Purpose of this Outreach

Contract Overview
Information Sharing
Questions and Answers Session
Networking and Partnering Opportunity

Questions in the Chat-box

Please include:
Name of company
Prime or Sub
Optional: DBE certified and contract info (phone number or email) for networking purposes

Disclaimer

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

General Information Program Project Management Services Contract

Location: District 8

Counties of San Bernardino and Riverside

Scope: This is an on-call contract for Program Project Management (PPM) to support the Division of Project Management on an "as-needed" basis in the delivery of transportation projects.

Estimated Contract Value: \$7,800,000.00

Duration: Contract term is 3 years

Goals: There will be a DBE contract goal: 27%

Replacement to the existing Contract 08A3516

Scope of Services

Services required for this contract include:

Assisting in the programming of projects.

Coordinating with Regional Transportation Planning Agencies, Local Agencies, and other local project sponsors.

Updating and analyzing project workplans (historic trends on planning vs. expenditures, analysis, and interview functions on the expenditure practices, current workplan resource analysis, consistent project management practices, and opportunity for efficiencies).

Assisting the Federal Highway Administration (FHWA) and other review agencies to review documents submitted by Caltrans and other transportation agencies in California on projects assigned to the Consultant.

The Consultant may provide services to Caltrans including, but not limited to, integration management; scope management; time management; cost management; quality management; resource management; communication management; risk management; project scheduling; project coordination; PM developments and project resource estimating services.

Exclusion of Work

Working on any project that is in the Planning (k-Phase) listed under the Work Breakdown Structure (WBS) 150 series

Design

Approval of Caltrans documents (i.e., Design Standard Decision Documents, SWDR, Hydraulics Report, etc.)

Environmental Generalist Services

Services/Bio/Cultural/Hazardous Waste

R/W Engineering

Land Surveys (Topo and original ground surface data)

Construction inspection

Landscape Services

Consultant Personnel Classifications

All personnel requirements will be specified on the advertised scope of work.

The Department's expectation is that the submitted SOQs contain personnel that meet the minimum requirements specified in the advertisement for all classifications including, but not limited to, educational requirements, certifications, licensing,

experience, and any other requirement as specified in the Request for Qualifications (RFQ) advertisement.

Summary of Qualifications

Identified in the SOW

Consultant Contract Manager-The Consultant Contract Manager shall have a minimum of five (5) years of responsible experience performing the duties as a contract manager for similar Program/Project Management Services contracts.

The Consultant Contract Manager shall be knowledgeable about all Caltrans policies and procedures. The Consultant Contract Manager shall be an employee of the Consultant.

The Consultant Contract Manager shall be a Registered Professional Engineer (Civil) licensed in the State of California in good standing with the California State Board for Professional Engineers, Land Surveyors, and Geologists at all times during the Contract period, to perform the tasks described in the Contract and in the Task Orders and shall have a documented minimum ten (10) years of demonstrated experience acceptable to Caltrans in Program/Project Management Services work.

DBE/ Small Business

This contract is expected to have a DBE goal of approximately 27%

Tentative Schedule

Process	Description
Advertisement	February to March 2024
SOQ Due	30 Calendar days after advertisement
Interview	Approximately 7 to 10 Business days after SOQ due date
Negotiation	Must submit a Complete Financial Package (RADs and RFDs)
Award & Execution	Dependent on Complete Financial Package Submittal

Small Business Program Overview

California Department of Transportation (Caltrans) District 8

District 8 Small Business Team

Susanne Kulesa:

Program Manager, Employee and Strategic Engagement, Caltrans District 8

Susanne.kulesa@dot.ca.gov

Abigail Delgado:

Strategic Engagement Manager, Caltrans District 8

Abigail.delgado@dot.ca.gov

(909) 289-8827

Shanae Pharaoh:

District Small Business Liaison, Caltrans District 8

Shanae.pharaoh@dot.ca.gov

District 8 Small Business Email Address:

D8smallbusiness@dot.ca.gov

Small Business Office Role

Educating internal and external stakeholders on the Caltrans' Small Business (SB), Disabled Veteran Business Enterprise (DVBE), and Disadvantaged Business Enterprise (DBE) programs.

Tracking and reporting outreach activities and performance metrics.
Organizing and/or participating in events and activities for small businesses.
Cultivating partnerships with business assistance organizations, industry groups, and other state and local government agencies.
Marketing Caltrans' contracting and procurement opportunities to the small business community including certified SB, DVBE, and DBE firms.

Opportunities

1:1 Meetings
Mandatory Pre-bid Meetings
Minor Program
Calmentor Program
Construction Mentor Program

Caltrans Small Business Goals

State Funded Projects. When project funding is only state dollars
Small Business (SB)/ Small Business – Public Works (SB-PW) 25%
Disabled Veteran Business Enterprise (DVBE) 5%
Federally Funded Projects. When projects have any amount of federal dollars
Disadvantaged Business Enterprise (DBE) 22.2%

How to Get Certified

SB/ DVBE
DGS' website, Cal eProcure
Apply online & submit documents electronically
SB renews every 2 years, DVBE renews annually
DBE
Caltrans' website, DBE System
Apply online & submit documents electronically
Must resubmit documents every 5 years to verify eligibility.

Recent Outreach Events

September 7, 2023: Mandatory Pre-Bid Meeting for 08-01G640
September 13, 2023: Construction Management Association of America. Meet the Owners/ Primes. Southwest Veteran's Skin in the Game Workshops
September 21, 2023: Caltrans District 59, A&E Bridge Design South Outreach
September 25, 2023: Southwest Veteran's Trade Show
October 10, 2023: Third Annual Caltrans DBE Summit
October 18, 2023: Southwest Veteran's Skin in the Game Workshops
October 24, 2023: District 8 Innovation Fair
October 25, 2023: Veteran's Chamber of Commerce Pitch the Buyers
November 8, 2023: Construction Network Owners' Outlook
December 13, 2023: Southwest Veteran's Skin in the Game Workshops

Future Outreach Events

January 11, 2024: District 8, A&E Outreach for On-Call PPM Services (08APPM24)
March 5, 2024: Mandatory Pre-Bid Meeting for 08-1J860
March 12, 2024: Mandatory Pre-Bid Meeting for 08-1J850
March 13, 2024: CMAA Owners' Night –Networking Event for Design, Construction, and Consulting Communities

Business Resources

For more information regarding the following, please use the following link to take you to Caltrans website's homepage: [California Department of Transportation | Caltrans](#)

Current Projects

Look Ahead Report

Upcoming Events

Statewide Resources

A&E Contract Information

Past Purchases

D8 Small Business Mailing List

District 8 Small Business Email Address: d8smallbusiness@dot.ca.gov

A&E Calmentor Program

Caltrans District 8, Consultant Services Unit

Elias Gutierrez, Temp. CSU Branch Chief

Elias.Gutierrez@dot.ca.gov

(909) 677-9438

Calmentor Program Goal and Background

Goal: Increase the pool of small A&E business participation in transportation projects

Senate Bill 103: Mandated the increase of procurement opportunities for Small Business (SB), Disadvantaged Business Enterprise (DBE) and Disabled Veterans Business Enterprise (DVBE) and created outreach programs and activities such as the Calmentor Program

Calmentor Steering Committee is formed by 11 members (four large firms, four small firms, one member from Districts 7, 8, and 12); ready to reach out to you to make this program successful

Large and small firms pair up into a mentorship agreement; builds relationships between both large and small firms

Voluntary Program

Calmentor Program Benefits

Large Firms: Increased Goals

DBE and DVBE are being reached and provides support to small businesses

Small firms: Increase potential growth, familiarize with Caltrans operation/process in order to be awarded A&E contracts

Large and Small firms: Economic growth in our communities

Calmentor Program Events

Calmentor networking event held bi-annually

Location rotates between Districts 7, 8, 12

Events published at:

LinkedIn

American Council of Engineering Companies

Small Business Council

Other Caltrans Outreach events

Purpose:

Meet District Executive staff, meet the Calmentor Steering Committee members, and receive information about upcoming A&E contracts

Hear from you (consultant community) likes/dislikes

Calmentor Program Contact Us

Email Address: d7.ppm.consultant.services.unit@dot.ca.gov

LinkedIn: <https://www.linkedin.com/groups/12285931/>

How We Can Help:

Request overview information about program

Request application

View Mentor and Protégé active list

How to pair up

Division of Procurements and Contracts (DPAC)

For information and procedures on Caltrans A&E contracts, visit the Division of

Procurement and Contracts (DPAC) website:

<http://www.dot.ca.gov/hq/dpac/aeinfo.htm>

<http://www.dot.ca.gov/hq/dpac/ae/doc/lookahead.pdf>

A&E Negotiation Phase Deadlines:

https://youtu.be/mGgVEnUJ_S8

Inquiries Email Address:

AE.customer.service@dot.ca.gov

Question and Answer Session

Please post questions in the chat. Outreach information including questions and answers will be posted on DPAC A&E website.

[Procurement and Contracts \(DPAC\) | Caltrans](#)

Networking

Time to meet and connect with fellow conference attendees to establish subcontracting and partnering connections.

Participant Name: Plan to be a Prime or Sub

Firm, Affiliations and Certifications