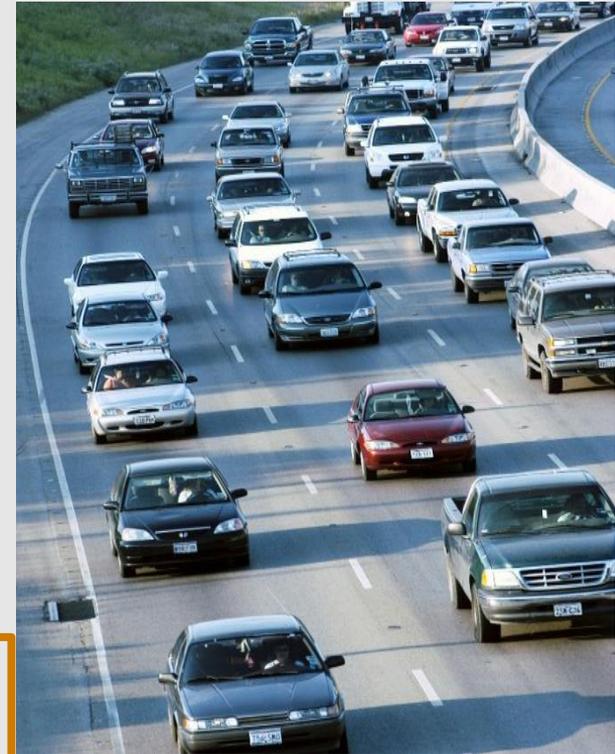




PRE-RFP MEETING: DESIGN DIVISION PS&E FOR LANDSCAPE SERVICES

10:00 AM, CT
FY 2021, Wave 1

- Thank you for dialing in
- Phones will be muted
- We will begin shortly



Welcome All!

- Please note that all correspondence will be muted throughout this presentation.
- There will not be an opportunity to ask questions during the Pre-RFP presentation.
- You will be given an opportunity to ask questions after the presentation via an email request.

Pre-RFP Meeting Agenda

1 Introductions

2 Brief Project Overview

3 Contract Selection Process

4 RFP Information

5 Questions

Consultant Selection Team Members

CST Members	Office
Sandra Chipley	DES Division Landscape Architect
Ethan Beeson	HOU District Landscape Architect
Sagnik Raha	HOU District Consultant Contracts Office
Alisa West	AUS District Landscape Architect

Please do *not* contact the CST members

PEPS Service Center for Divisions Team

Procurement Support	Title
Kori Rodriguez, P.E.	PEPS Service Center for Divisions Section Director
Billy Frees, P.E.	Procurement Engineer, PEPS Service Center for Divisions
Erinn Davis	Contract Specialist, PEPS Service Center for Divisions

- You **will** be given an opportunity to ask questions after the presentation via an email request.
- If questions arise after the meeting, please submit to:
Billy Frees, P.E. at billy.frees@txdot.gov
by: **Friday, October 9, 2020 at 1 pm, CT**
- All relevant questions and responses will be posted by Thursday, October 15, 2020.

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General Scope of Work to Be Performed

The Engineer shall provide engineering services required for the preparation of plans, specifications and estimates (PS&E) and related documents, for various landscape architecture and aesthetic design projects in both rural and urban settings. These services may include, but are not limited to, preparing transportation landscape architectural design, minor roadway design, sustainable planting and irrigation system design, active transportation system design including pedestrian, bike, and other active modes, accessible design meeting Americans with Disabilities Act (ADA) requirements, illumination design, drainage analysis, structural engineering, environmentally sensitive design, context appropriate design, and construction phase services necessary to support the design process, including the review and evaluation of construction work and landscape establishment procedures.

Pre-RFQ Meeting Agenda

- 1 Introductions
- 2 Brief Project Overview
- 3 Contract Selection Process
- 4 RFP Information
- 5 Closing Remarks

Federal Process (With Interviews) – with DBE Goal

Indefinite Deliverable (ID) Contracts with Work Authorizations

- 1 Contract at up to \$4M
- 5 year contracts with Work Authorizations being issued only in the first 3 years.
- The remaining 2 years of the contracts will be utilized to complete work issued previously.

Two-Step Selection Process

- Proposal Evaluation
 - Short listed providers move to Interview Phase
- Interview Evaluation

- This is a Federal Process, Administrative Qualifications are required.
- No preclusions are expected.
- Core team restrictions are not anticipated.

Pre-RFP Meeting Agenda

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Project Manager and Deputy Project Manager Requirement:

The prime provider's project manager, as proposed in the RFP response, is required to be a registered Professional Engineer or Registered Landscape Architect licensed in Texas by the Proposal deadline specified in this Solicitation. The project manager must be an employee of the prime provider.

In addition to the project manager, the prime provider may propose a separate individual as a deputy project manager to provide management support for the contract. The deputy project manager may also serve as a task leader. The deputy project manager must be an employee of the prime provider.

If the prime provider's designated project manager is not a registered Professional Engineer in Texas, the prime provider must propose a deputy project manager who must be a registered Professional Engineer licensed in Texas by the Proposal deadline specified in the Solicitation.

***Subject to Change Prior to RFP Posting.**

RFP Information

Standard Work Categories

1.3.1	Subarea/Corridor Planning	(3.00%)
1.8.1	Public Involvement	(2.00%)
2.6.2	Impact Evaluation Assessments	(1.00%)
2.7.1	Parks, Recreational Areas, and Refuges Sec. 4(F)/6(F) Evaluations.	(1.00%)
2.10.1	Archeological Surveys	(1.00%)
2.15.1	Historical Research of Extant Historic Buildings, Structures, Landscapes, and Objects	(1.00%)
2.15.2	Historical Surveys and Documentation of Historic Buildings, Structures, Landscapes, and Objects	(1.00%)
4.2.1	Roadway Design	(10.00%)
4.5.1	Constructability Review	(1.00%)
4.6.1	3-D Design Visualization Services	(1.00%)
5.2.1	Bridge Design	(2.00%)
5.5.1	Bridge Class Culvert, Non-Bridge Class Culvert, and Inlet Design	(1.00%)
8.1.1	Signing, Pavement Marking and Channelization	(2.00%)
8.2.1	Illumination	(2.00%)
9.1.1	Bicycle and Pedestrian Facility Development	(5.00%)

***Work Categories and Corresponding Percentages Subject to Change Prior to RFP Posting.**

Standard Work Categories

10.1.1	Hydrologic Studies	(2.00%)
10.2.1	Roadway Hydraulic Design	(3.00%)
14.1.1	Soil Exploration	(1.00%)
14.2.1	Geotechnical Testing	(1.00%)
14.3.1	Transportation Foundation Studies	(1.00%)
15.1.1	Right of Way Surveys	(1.00%)
15.2.1	Design Survey	(4.00%)
16.3.1	Landscape Architecture	(45.00%)
17.1.1	Structural Engineering	(2.00%)
18.2.1	Subsurface Utility Engineering	(1.00%)
18.3.1	Utility Adjustment Coordination	(3.00%)
18.4.1	Utility Engineering	(2.00%)

<https://www.txdot.gov/business/consultants/architectural-engineering-surveying/getting-started/precertification.html>

***Work Categories and Corresponding Percentages Subject to Change Prior to RFP Posting.**

RFP Information

Proposal Content –

- Proposal will cover the **content requested** from the RFP
- CST determines weightings for criteria (this is not a change from previous process)

Evaluation Criteria

	Evaluation Criteria	Proposal should include:	Weighting for Evaluation of Proposal
1	Technical Approach	Project understanding, innovative concepts or alternatives	XX%
2	Project manager's relevant experience	Similar or related projects, project management	XX%
3	Project management planning	Project staffing and resource management (who, how, and why), communication plan, quality control procedures. Also may include project scheduling or phasing for SD contracts.	XX%
4	Key staff's relevant experience	Similar projects	XX%
	Past Performance Score		5 to 10%

** Past Performance is used only in Proposal

RFP Information

Make sure to follow the RFP instructions and submit all applicable documents required.

Proposals will be submitted electronically via e-mail (Refer to RFP for more details)

All prime and subs providing engineering and design-related services must be Administratively Qualified (AQ). Primes can look up subs on the TxDOT.gov website to check on AQ status.

Reminders

- Always refer to the RFP
- If you have a question about the RFP, follow the process (submit an e-mail) and ask.
- Check website for Addenda and Q&A

Avoid Disqualifications

- Check that all mandatory forms are in your package including ALL PARTS of the PTC
- Verify Task Leaders are precertified in standard work categories
- Check your NAICS codes to make sure they are correct

Pre-RFQ Meeting Agenda

1 Introductions

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Questions regarding this Pre-RFP meeting should be submitted to: Billy Frees, P.E. at billy.frees@txdot.gov by 1 pm, CT by Friday, October 9, 2020.

Relevant Questions received and their response will be posted by Thursday, October 15, 2020.