



Note: Slide #17 has been revised.

PRE-RFP MEETING:

Design Division (DES)

**Complex Hydraulics & Hydrology and
Program Support**

FY 2021, Wave 2



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 Closing Remarks & Questions

Introductions

Consultant Selection Team (CST)*	Title
RoseMarie Klee, P.E.	H&H Section Director Design Division (DES)
Abderrahmane Maamar-Tayeb, P.E.	H&H Team Lead Design Division (DES)
Jaime VillenaMorales, P.E.	Hydraulics Engineer Design Division (DES)

*Please do not contact the CST members during this procurement.

Procurement Support	Title
Kori Rodriguez, P.E.	Section Director PEPS Service Center for Divisions
Natashia Tabatabaai, P.E.	Procurement Engineer PEPS Service Center for Divisions
Ana Rivera	Contract Administrator PEPS Service Center for Divisions

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Brief Project Overview

General Scope of Work to be Performed:

Support the *NEW* H&H Section of the Design Division.

The H&H Section of the Design Division leads the statewide practice of hydrology and hydraulics through development of policy and guidance, providing training and specialized project support, cultivating a community of technical collaborators, and maintaining expertise at the leading edge of the state of practice and the state of knowledge.

Brief Project Overview

General Scope of Work to be Performed:

- Three general types of work:
 1. **H&H studies**, including complex modeling and development of scour documentation (aka ‘the standard H&H scope’)
 2. **Hydraulic Design Manual Revisions**
 3. **Supporting the H&H Section** in evaluating and accomplishing strategic initiatives and goal of becoming the best-in-class DOT within the discipline of Hydrology and Hydraulics.

Brief Project Overview

General Scope of Work to be Performed:

➤ Hydraulic Design Manual Revisions:

Assist with continuous improvement to our primary H&H policy and guidance document. This work may range from making general updates to ensure that language is consistent throughout the document, to identifying and work on sections that would benefit from revision or further elaboration, to developing new content. Approach to the HDM needs to be consistent with TxDOT manual requirements and general practices, but also consider what content is best-suited for inclusion in the manual versus some other format, such as stand-alone guidance that can more easily be accessed and updated as practices evolve.

Brief Project Overview

General Scope of Work to be Performed:

- Supporting the H&H Section:

The work will include engaging with the H&H Section to evaluate, identify, and prioritize tasks to best accomplish the over-arching purpose of meeting the most urgent and critical needs as we work to become the best-in-class DOT within the discipline of Hydrology and Hydraulics.

Brief Project Overview

General Scope of Work to be Performed:

➤ Supporting the H&H Section:

(1) **Design Project Technical Support**

Provide technical guidance on an as-needed, project-by-project basis to support TxDOT designers. Examples include evaluation and selection of appropriate hydrologic approach, evaluation and selection of appropriate H&H models, identification of best-available data, model QA/QC, and design quality control.

Brief Project Overview

General Scope of Work to be Performed:

➤ Supporting the H&H Section:

(2) **Developing and Assisting in the Development of Training Resources**

Create design guides for common H&H project archetypes, including simple and complicated, urban and rural. Create prioritized plan for development of training resources, including format(s) for delivering training. This includes a variety of training modes, such as video tutorials, mini-courses, and project-based hands-on live training.

Brief Project Overview

General Scope of Work to be Performed:

➤ Supporting the H&H Section:

(3) **Assisting with the Development of Programs to Support the TxDOT H&H Community of Practice**

Support regular meetings, roundtables, discussions, workshops, and presentations with District Hydraulics Engineers and H&H designers. Provide programming support including engaging with target audience to identify areas of interest and need, program planning, agenda planning, capturing meeting discussions, facilitation, and presentation development.

Brief Project Overview

General Scope of Work to be Performed:

➤ Supporting the H&H Section:

(4) **Program Evaluation and Support with Identifying and Developing Strategic Initiatives**

Assist with evaluating current utilization and developing strategies for optimizing how H&H Section invests our labor capacity to achieve Section and statewide goals. Develop tools to support maximizing our efficacy and reach. Support identification of current unmet program needs and develop action plans for how to potentially address unmet needs. Identify emerging issues to enable H&H Section to proactively create readiness. Support goal of H&H Section being best-in-class work group among all US DOTs.

Brief Project Overview

General Scope of Work to be Performed:

➤ Supporting the H&H Section:

(5) **Developing and Assisting in the Development of Technical Resources**

Compile data sources for model input and parameterization, including identifying best available resources by geographic area and guidance for appropriate uses based on data resolution. Compile informational technical videos on a variety of pertinent subject areas relevant for basic, intermediate, and advanced practitioners. Compile library of essential source documents in a variety of pertinent subject areas and create a catalogue/index that includes brief descriptions.

Brief Project Overview

Standard Work Categories*		Percentages (%)*
4.2.1	Roadway Design	5%
5.2.1	Bridge Design	5%
10.1.1	Hydrologic Studies	18%
10.2.1	Roadway Hydraulic Design	15%
10.3.1	Bridge Hydraulic Design	15%
10.4.1	Storm Water Pump Station-Hydraulic Design	3%
10.4.2	Pump Stations - Electrical	2%
10.4.3	Pump Stations - Structures	2%
10.5.1	Bridge Scour Evaluations and Analysis	5%
10.6.1	Coastal Hydraulic Design	8%
10.7.1	Riverine Hydraulic Design	15%
10.8.1	Federal Emergency Management Agency (FEMA) Regulations and Permits	5%
15.2.1	Design Survey	2%

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

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

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Contract Selection Process (REVISED)

Federal with Interview – DBE Goal (TBD)

- 95 working days from kick-off to contract execution.

Two-Step Selection Process

- Proposal Evaluation
 - Short-listed providers move to interview phase
- Interview Evaluation

Selection

Contract Selection Process

Indefinite Deliverable (ID) Contract with Work Authorizations

- 2 Contracts at up to \$2.5M
- 5 year maximum contract term 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.
- Statewide use

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RFP Information

Proposal Content

- Proposal will cover “proposal content” in a written format
- CST determines weightings for criteria and number of pages

Evaluation Criteria

	Evaluation Criteria	Included Elements:	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 experience	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	Experience with similar projects	XX%
	Past Performance Score		5-10%
	Total		100%

RFP Information

Bonfire Electronic Submittal Platform:

- New procurement portal that will allow you to receive notifications of business opportunities and submit statements of qualifications (SOQ) and proposal packages digitally.
- Firms will be required to register with the Bonfire portal in order to compete for PEPS contracts.
- FAQs: <https://www.txdot.gov/business/consultants/architectural-engineering-surveying.html>
- Bonfire Presentation: <https://ftp.txdot.gov/pub/txdot/ppd/architectural-engineering/e-submittal.pdf>

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

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.

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Closing Remarks

Reminders

- Always refer to the RFP
- If you have a question about the RFP, follow the process and ask.
- Check 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

Questions



This presentation will be posted by Tuesday, December 22, 2020.

Questions regarding this Pre-RFP meeting should be submitted to:
Natashia Tabatabaai, P.E. at Natashia.Tabatabaai@txdot.gov
by 5 pm, CT, Tuesday, **December 29, 2020**.

Relevant Questions received and their response will be posted by
Monday, January 4, 2021