



May 20, 2024

PRE-RFP MEETING: **Environmental Affairs Division (ENV)**

Environmental and Hazardous Materials Engineering Services

RFP No. 57-4RFP5001
FY 2024, Wave 4

Housekeeping

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.

Meeting Information

- This meeting and presentation are for informational purposes only.
- The advertised Request for Proposals (RFP) will provide the requirements that will dictate this contract procurement process.

Table of Contents

- Introductions
- Brief Project Overview
- Contract Selection Process
- Proposal Content and Evaluation Criteria
- Negotiations Process
- RFP Information
- Avoid Disqualification
- Anticipated Timeframe
- Closing Remarks and Instructions for Questions

Introductions

Consultant Selection Team (CST)*	Title
Summer Chandler	Contract Administrator Environmental Affairs Division (ENV)
Mario Mata, Jr.	Project Planner Environmental Affairs Division (ENV)
Deborah Nixon	Project Planner Environmental Affairs Division (ENV)

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

Procurement Support	Title
Kori Rodriguez, P.E.	Section Director PEPS Service Center for Divisions
LaDonna Waters, P.E.	Procurement Engineer PEPS Service Center for Divisions
Meredith Starr	Contract Specialist PEPS Service Center for Divisions

General Scope of Work to be Performed:

- The Engineer shall perform all engineering work and cost pertaining to contaminated soil and groundwater related to transportation projects, including designing, constructing, and operating a remediation system and other engineered controls. Modify or develop Spill Prevention Control and Countermeasures (SPCC) plans for various TxDOT District and Maintenance facilities. Develop technical specifications or drawings related to transportation projects to address special management, protection or mitigation measures associated with water resources, species, habitat, historic sites, historic structures, historic resources, stormwater, traffic noise or other environmental matters.

Standard Work Categories

Standard Work Categories *		Percentages (%) *
2.13.1	Hazardous Materials Initial Site Assessment	10%
4.2.1	Roadway Design	5%

Non-Listed Work Categories

Non-Listed Work Categories *		Percentages (%) *
NLC-1	Mitigation Plan Development	25%
NLC-2	Corrective Action	25%
NLC-3	Develop and Update Spill Prevention Control and Countermeasures (SPCC) Plans	25%
NLC-4	Management, Protection, Mitigation Plan Development	10%

***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>

Project Manager (PM) Requirements

- The prime provider's project manager **is required** to be a registered Professional Engineer licensed in Texas.

Contract Selection Process

Non-Federal without Interviews – HUB Goal TBD

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

Step 1: Request for Proposals (RFP) Screening

- Submittals are screened for qualification by the PEPS Service Center and used as a basis for the long list.
- Long list providers move to the evaluation phase.

Step 2: Proposal Evaluation

- Each proposal is scored independently.
- Proposals are used as the basis for selection

Step 3: Selection

- Top 2 providers

Contract Selection Process (Continued)

- Indefinite Deliverable (ID) Contract with Work Authorizations
 - 2 Contracts at up to \$950K
 - 5 years maximum contract term with Work Authorizations being issued only in the first 4 years
 - The remaining 1 year of the contracts will be utilized to complete work issued previously
 - Statewide use

Proposal Content

- The proposal will cover “proposal content” in a written format
- CST determines weightings for evaluation criteria and the number of pages allowed for the proposal.

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		5-15
	Total		100

Negotiations Process

- **Contract Award**
- **Job Classification Negotiation with Procurement Engineer (~ 3 days duration)**
 - Include firm representative when negotiating rates
 - Include Subs in the process
 - Provide reasoning for additional classification requests
 - Provide concurrence with final classifications from prime and subs
 - Indicate if classification is in your rate portfolio
- **Rate Negotiation with PEPS Negotiation Center Negotiations Engineer**

RFP Information

- **Bonfire Electronic Submittal Platform:**

- Proposals must be submitted within the TxDOT Procurement Portal in Bonfire at <https://txdot.bonfirehub.com/>
- Firms will be required to register with the Bonfire portal in order to compete for PEPS contracts.
- Providers must submit an Intent to Bid in order to submit their Proposals.
- Once a Proposal package has been submitted in the TxDOT Procurement Portal in Bonfire, the submitter will receive a confirmation email from Bonfire. No further confirmations of receipt will be provided from TxDOT.
- FAQs: <https://www.txdot.gov/content/dam/docs/business/peps/peps-contract-advertisements/faq-bonfire.pdf>
- Bonfire Presentation: <https://www.txdot.gov/content/dam/docs/business/peps/peps-contract-advertisements/bonfire-electronic-submittal.pdf>

New Requirements for Selected Providers:

Data Security Requirements:

Texas Government Code §2054.138 (SB475) requires state agencies entering into a contract with a ***provider authorized to access, transmit, use, or store data*** for the agency ***now require the provider to meet the security controls***. The TxDOT ***Contract Template and Attachment I reflects this requirement***.

Providers selected for award may be required to complete a TxDOT Security Questionnaire and meet security controls identified for the contract prior to entering into negotiations for the contract. Failure to meet required security controls may result in the provider response being excluded from further consideration for the contract. Selected providers which meet the required security controls will continue with negotiations for the contract.

[TxDOT Cybersecurity Resources](#)

[TxDOT Data Classification Policy](#)

[TxDOT Security Questionnaire](#)

Refer to Draft Att. C (Services Provided by the Engineer) in the solicitation package for security requirements

Avoid Disqualification

- PEPS Fireside Chat – New CCIS Roll Out
<https://www.txdot.gov/business/peps/training-and-events.html#fireside-chats>
- Check Task Leaders' precertifications in standard work categories
- Download the latest HUB Subcontracting Plan (HSP) from the comptroller link in the RFP
- PM must meet RFP requirements
- Task Leader in the PTC form must match the Task Leader mentioned in the proposal

Anticipated Timeframe

Tentative Procurement Schedule	
Pre-RFP Meeting	05/20/2024
Request for Proposal (RFP) Posting	Early June
Proposal Due	Late June
Selection Notification	Mid July
Negotiations Complete	Mid August
Contract Execution	Mid September

**** All dates are subject to change**

Reminders

- Always refer to the RFP
- Use the Proposal Screening Checklist:
<https://www.txdot.gov/business/peps/resources.html>
- Review the Attachments before submitting in Bonfire
- Your submittal/proposal can be pulled back for a correction or revision before RFP closes
- If you have questions, follow RFP instructions and ask
- Check for Addenda and Q&A

Questions

- This presentation will be posted on TxDOT.gov by Tuesday, May 21, 2024
- Questions regarding this Pre-RFP meeting should be submitted to: LaDonna Waters, P.E. at LaDonna.Waters@txdot.gov by 5 pm, CT, Thursday, May 23, 2024.
- Relevant questions received and their responses will be posted on the TxDOT website under “Consultant Information Meetings” by Tuesday, May 28, 2024.

