



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

May 16, 2025

# Pre-RFP Meeting: DES Division Comprehensive Engineering Consultant (CEC)

Solicitation No. 601CT0000006257  
RFP 48-5IDP5100  
FY 2025 - Wave 4

# Housekeeping

- No Audio, Visual, or Transcription Recordings allowed.
- 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 email.
- This presentation will be posted to the TxDOT website.

# Agenda

- 1 | Introductions
- 2 | Brief Project Overview
- 3 | Contract Selection Process
- 4 | RFP Information
- 5 | Avoid Disqualification
- 6 | Post Award
- 7 | Anticipated Timeframe
- 8 | Closing Remarks & Instructions for Questions

## Consultant Selection Team (CST)

CST Members	Title
Jason Duncan, P.E.	Deputy Director Construction Div, CST
Jennifer Lash, AICP	Geographic Information Management Sec Dir, TPP
Adrian Martinez, P.E.	Transportation Engineer, DES

\* Jacob Tambunga, Digital Delivery Section Director, DES, will be serving as a non-scoring, Subject Matter Expert advising the CST.

Please do **not** contact these individuals

## PEPS Service Center for Divisions Team

Procurement Support	Title
Kori Rodriguez, P.E.	PEPS Service Center for Divisions Section Director
Ed Butler, P.E.	Procurement Engineer, PEPS Service Center for Divisions
Tamika Griffin	Contract Administrator, PEPS Service Center for Divisions

- You **will** be given an opportunity to ask questions after the presentation via email request.
- If questions arise after the meeting, please submit to:  
Ed Butler, P.E. at [ed.butler@txdot.gov](mailto:ed.butler@txdot.gov)  
by: **Tuesday, May 20, 2025, at 1 pm, CST**
- All relevant questions and responses will be posted by Friday, May 23, 2025.

## General Scope of Work to be Performed:

CEC services for the Design Division: assistance with the Digital Delivery Program to include training development, standards and operating guide development, engineering services, software investigation and implementation, digital delivery construction and inspection evaluation, and incorporation of statewide asset management infrastructure.

- PS&E
- Policy planning and updating
- Systems planning, implementation, and updating
- Data Standardization
- Training curriculum

- Digital construction, inspection, as-builts
- Statewide asset mgmt solution
- Storage and integration
- Geospatial and data lifecycle
- Data lifecycle mgmt

- Digital twin
- Digital delivery program
- Engineering and planning support
- Digital delivery to include maintenance asset mgmt

Standard Working Categories	% of work
1.1.1 Policy Planning	6.00%
1.2.1 Systems Planning	6.00%
1.9.1 Geographic Information System (GIS) and Data Analysis	0.50%
2.14.1 Environmental Document Preparation	1.00%
3.2.1 Route Studies & Schematic Design	2.00%
4.2.1 Roadway Design	8.00%
4.5.1 Constructability Review	5.00%
4.6.1 3-D Design Visualization Services	8.00%
5.2.1 Bridge Design	8.00%
7.4.1 Traffic Control Systems Analysis, Design & Implementation	4.00%
9.3.1 Pedestrian Facility Design	0.50%
9.4.1 Bikeway Design	0.50%
10.1.1 Hydrologic Studies	1.00%
10.2.1 Roadway Hydraulic Design	1.50%
10.3.1 Bridge Hydraulic Design	2.00%
11.1.1 Roadway Construction Management And Inspection	5.00%
11.2.1 Bridge Construction Management and Inspection	5.00%
11.3.1 Construction Superintendent	5.00%
11.6.1 Right of Way Surveys	1.00%
14.5.1 Evaluation & Design of Geotechnical Related Structures	2.00%
15.1.1 Right of Way Surveys	0.50%
15.2.1 Design Survey	2.00%
15.2.2 Construction Survey	2.00%
15.3.1 Aerial Photogrammetry	0.50%
15.3.4 Mobile LiDAR	0.50%

Standard Working Categories	% of work
18.2.1 Subsurface Utility Engineering (Utility Eng. Investigation)	0.50%
18.3.1 Utility Adjustment Coordination	0.50%
23.2.1 Alternative Delivery Design & Construction Supp Engr	1.00%
23.11.1 Plan Review	3.00%
23.12.1 QA/QC Process Verification	1.50%
NLC-1 Change Management	8.00%
Development of Training Materials and Conducting of	
NLC-2 Training	4.00%
NLC-3 Data Architecture	4.00%

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

Become Pre-certified: <https://www.txdot.gov/business/peps/become-precertified.html>



## NLC Descriptions and Requirements

### NLC 1 – Change Management (8%)

**Description:** This category includes providing change management practices and procedures for standard tasks and deliverables typically included in each of the design, review, and construction phases of State roadway and bridge projects. This category also includes change management practices and procedures for any anticipated new tasks and deliverables that are identified as part of the implementation phase of the Digital Delivery project for the design, review, construction, and asset management phases of State roadway and bridge projects. This category also includes developing a system for transferring construction records at project closeout into an asset management system and creating a strategic plan for developing an asset management system to allow for ready easy access to asset records for the life of the asset, including but not limited to testing records, shop drawings, inspection records, survey data.

**Minimum Requirements:** The team must include one individual, as task leader, with a minimum of five years of experience in change management.

\*Descriptions and Requirements are subject to change. Refer to the RFP for exact solicitation details.

## NLC Descriptions and Requirements

### NLC 2 – Dev. of Training Materials and Conducting of Training (4%)

**Description:** This category consists of the development and presentation of technical/professional course curriculum for self-paced or classroom style instruction. Activities include but are not limited to technical writing, preparing exhibits, preparing public presentation material, preparing course materials, and teaching online/in-person classes.

**Minimum Requirements:** The team must include one skilled expert, as task leader, with a minimum of five years of experience in technical writing, development of training materials, and presentation of training materials in a classroom environment.

# NLC Descriptions and Requirements

## NLC 3 – Data Architecture (4%)

**Description:** This category includes developing a comprehensive enterprise GIS data architecture to support the digital delivery of roadway and bridge assets throughout the design, construction, and asset management lifecycle of State projects. The architecture must define standards, processes, and data models necessary to integrate digital design and construction records into GIS-based asset management systems. This includes creating workflows for translating CAD, BIM, and as-built data into GIS formats, establishing spatial and attribute data requirements, and supporting the integration of roadway assets into enterprise systems of record. The scope also includes strategies to ensure data interoperability, governance, and readiness for use in operations, maintenance, and lifecycle management. In addition, the architecture must be designed to position the Department for the development and implementation of digital twin technologies and solutions. Solutions must address both near-term project deliverables and long-term asset management needs, ensuring the seamless transition of asset information from project closeout to ongoing system management.

**Minimum Requirements:** The team must include one individual, as task leader, with a minimum of five years of experience in enterprise GIS data architecture, with specific experience in digital delivery processes, transportation asset management integration, and standards development for CAD, BIM, and GIS interoperability.

## Project Manager (PM) and Deputy Project Manager (DPM) Requirements:

**Either** the prime provider's project manager or the prime provider's deputy project manager **is required** to be a registered Professional Engineer licensed in Texas.

## Contract Selection Process

### Non-Federal w/ Interviews – DBE Goal (11%)

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

### Proposal Evaluation – Step 1

- Proposals are scored independently and used as a basis for the shortlist.
- Shortlisted providers move to the Interview Phase.

### Interview Evaluation – Step 2

- Proposal scores are not carried over to the interview process.
- Interview scored independently and used as the basis for selection.

### Selection

- Top Provider

## Contract Selection Process

Indefinite  
Deliverable (ID)  
Contract with  
Work Authorizations

- 1 contract at \$20 Million
- 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.
- Managed by DES Division.

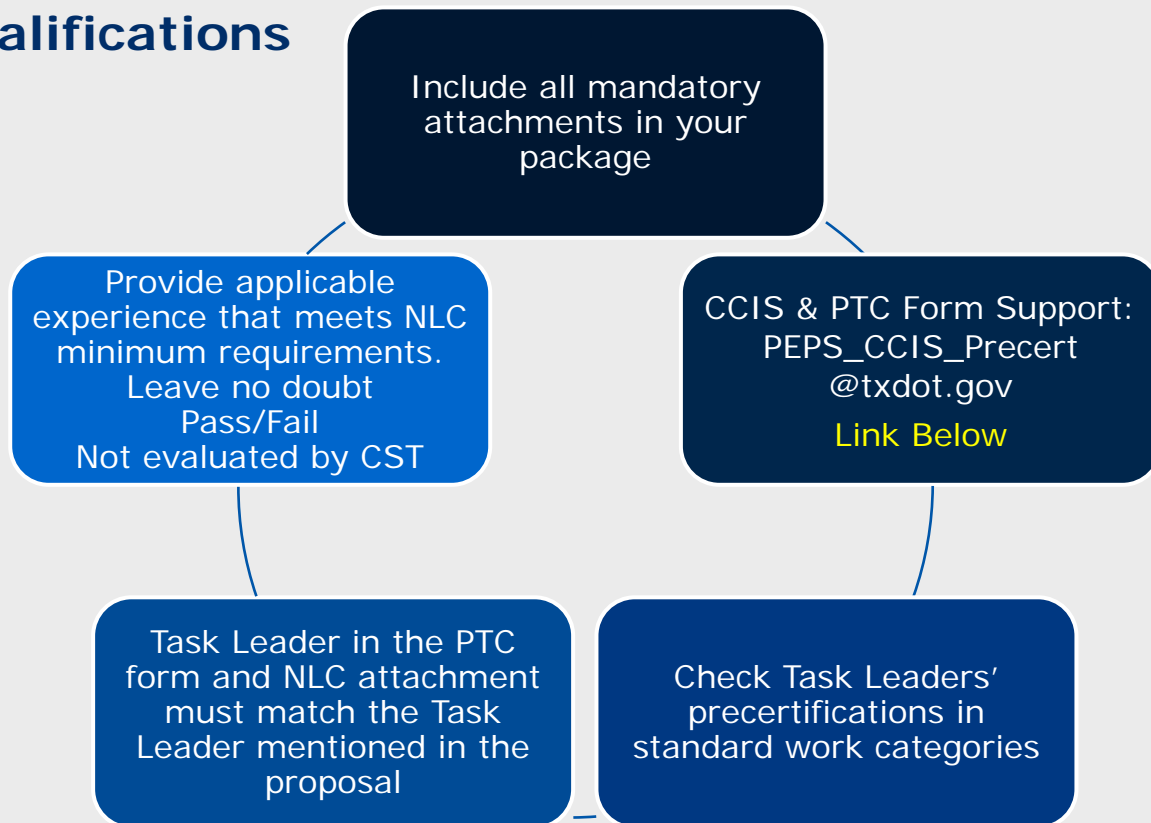
## Proposal Content

- 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 Proposal Evaluation
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 Planning & Management	Project staffing and resource management (who, how, and why), communication plan, and quality control procedures. The prime firm's past experience with utilizing subproviders and meeting program goals (HUB or DBE) and/or how it plans to utilize subproviders to meet the goals on this contract.	XX
4	Key Staff's Relevant Experience	Experience with similar projects	XX
5	Past Performance Score		5-15
	Total		100

## Avoid Disqualifications





## Avoid Disqualifications

### QR codes and Hyperlinks

- This is considered additional information. Do not include in your proposal.

### NAICS Codes (DBE Goal)

- Ensure subs have correct NAICS codes for work categories

### Administrative Qualifications

- Ensure subs for E&D related services are administratively qualified

### PM & DPM RFP Requirements

- PM and DPM must meet RFP requirements

### Proposal Cover Sheets

- Do not include extra sheets in your proposal

### Legal Firm Name

- Use legal firm name and ensure that it matches across all proposal documents

### Read the Cover Page Questionnaire

- Ensure that you are answering the questions in the Cover Page questionnaire truthfully.

# Negotiations Process

## Contract Award

### Job Classification Negotiation with Procurement Engineer (~3 days duration\*)

- Include firm representative 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

\*If there are issues with legal firm names, Secretary of State, or Comptroller registration for any firm on the contract, negotiations will be delayed

## Understand IT Security Requirements for this Contract

- Review Draft Attachment C, General Requirements - Section 1.17, Draft Contract Template, Attachment I, and TSQ
- Review and understand Cybersecurity Requirements Associated with the Contract
- TXDOT Cybersecurity Resources Webpage:  
<https://www.txdot.gov/about/contact-us/cybersecurity/cybersecurity-resources.html>
- TXDOT Data Classification Policy:  
<https://ftp.txdot.gov/pub/txdot/itd/cybersecurity/data-classification-policy.pdf>
- TXDOT Security Questionnaire:  
<https://ftp.txdot.gov/pub/txdot/itd/cybersecurity/security-questionnaire.docx>
- Utilize the question-and-answer period

## Tentative Procurement Schedule

Pre-RFP Meeting	5/16/2025
Request for Proposal (RFP) Posting	Late May
Proposal Due	Late June
Interviews	Late July
Selection Notification	Early August
Negotiations Complete	Late August
Contract Execution	Early October

## 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

## Closing Remarks

This presentation will be posted by Monday, May 19, 2025

Questions regarding this Pre-RFP meeting should be submitted to:  
Ed Butler, P.E. at **[Ed.Butler@txdot.gov](mailto:Ed.Butler@txdot.gov)**  
by 1 pm, CST, Tuesday, May 20, 2025.

Relevant Questions received and their response will be posted by  
Friday, May 23, 2025.