

# **DISTRICT 11 A&E OUTREACH**

**November 8, 2022**

**Program/Project Management**

**On-Call Contract**

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## **AGENDA**

- **Welcome / Introduction :** Erik Ocampo
- **Roll call:** Erik Ocampo
- **Contract Information:** Clint Peace/Connie Siorida
- **SBE Information:** Alex Aguirre
- **DBE Information**
- **Q&A**

## **CONTRACT INFORMATION**

### **On-Call Contract for Various Projects**

- **Contract 11PPMT23: On-Call Program/Project Management for District 11**
- **\$5 Million**
- **DBE Requirements: Proposed 18%**
- **Term: 3 years**
- **Advertisement date: December 20, 2022**

## **CONTRACT INFORMATION**

### **5 MAIN AREAS OF EXPERTISE:**

- **Data management and reporting services to support the capital delivery program**
  - a) **Database (SQL) and reporting tool knowledge (Tableau, SSIS/SSRS, Cold Fusion, other)**
- **Risk Management**
- **Schedule Management**
- **Assistant Project Manager Support**
- **Grant application support for new funding opportunities**

## **PERSONNEL REQUIREMENTS**

- **Contract Manager**
- **Consultant Lead Person**
- **Assistant Project Manager**
- **Data Management & Reporting Specialist**
- **Risk Management Specialist**
- **Schedule Management Specialist**
- **Grant Specialist**

## **KEY PERSONNEL**

- **Contract Manager**
  - 5+ years experience as Contract Manager or similar role**
- **Risk Management Support**
  - 5+ years in transportation risk management**
  - Familiar with Monte-Carlo simulation using @Risk**
- **Schedule Management Support**
  - 5+ years in transportation scheduling, critical path method**
  - Familiar with Caltrans delivery process**
- **Assistant Project Manager**
  - 5+ years depending on need**
  - Financial/Accounting background: Familiarity with state and federal funding programs**

## **EXPECTATIONS**

- **Needs can change quickly. Looking for ability to provide quality candidates in a timely manner that require minimal “Caltrans training”**
- **Small business and DBE participation is very important**
- **Communication**

# SMALL BUSINESS OUTREACH PROGRAM

## Caltrans Small Business Goals:

**SB: 25% (state funding)**

**DVBE: 5% (state funding)**

**DBE: 22.2% (federally assisted)**

## Resources

- **Office of Civil Rights:** <https://dot.ca.gov/programs/civil-rights>
- **OCR Statewide Events Calendar:** <https://dot.ca.gov/programs/civil-rights/caltrans-events-calendar>
- **D11 Small Business Unit Website:** <https://dot.ca.gov/caltrans-near-me/district-11/popular-links/small-business-program>
- **D11 Small Business Council**
- **One-to-One Meetings**
- **Workshops**

## Maria Ibarra

District 11 Small Business Unit

D11.SmallBusiness@dot.ca.gov

619-688-3151



## **DIVISION OF PROCUREMENT AND CONTRACTS (DPAC)**

### A&E Outreach YouTube Presentation

- Overview of the Streamline A&E Contract Process
- Overview of the Negotiation Phase Stages
- Readily Available Documents (RADs)
- Remaining Financial Documents (RFDs)
- Independent Office of Audits and Investigations (IOAI) Financial Review
- Consultant Resolution Meeting (CRM)