

# **Architectural and Engineering and Related Services (A&E) Personal Services Contracts (PSK's)**

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# LAP - 1st Tier Selection Process

- RFP #23810 posted 10.27.2009 for 30 days
- Five evaluators from ODOT scored the proposals
- 28 proposers, 10 awards -
  - OTAK
  - OBEC
  - DEA
  - CH2M Hill
  - HHPR
  - Parametrix
  - WHPacific
  - MSA
  - TY Lin
  - HW Lochner
- PA's executed on 07.29.2010

# Overview of Consultant Selection

- There are currently 10 Price Agreements (PA's), 28347 through 27356, available for Local Agency selection.
- All PA's are statewide.
- There are two methodologies available for Consultant selection.
  - Mini-Solicitation
  - Direct Appointment (under \$50K)

# Resources

- Available resources can be found at; [http://www.oregon.gov/ODOT/CS/OPO/lap\\_select.shtml](http://www.oregon.gov/ODOT/CS/OPO/lap_select.shtml) including;
  - Two-tier selection overview
  - Two-tier selection procedures
  - Quick Reference Guide and checklist
  - Numerous additional forms and documents

# Consultant Selection Methodologies

- Option 1 - Mini-Solicitation
  - QBS selection only unless the work is determined to be “Related Services”, then; price may be used as an evaluation criteria.
  - Written proposals or a combination of proposals and interviews may be used to make the Consultant selection.
  - Solicitation documents must be sent to all 10 vendors holding PA’s.

# Consultant Selection Methodologies

- Option 1 - Mini-Solicitation - cont.
  - Capacity to accomplish the work in the required time - current and projected workloads of project manager and other key staff and the proportion of time such staff would have available for the needed Services. This will normally include submittal of a Capacity Summary form.
  - Experience, qualifications, and technical competence in the type of work required for the specific project. How relevant and recent is the experience?
  - Project Approach - approach to the A&E Services for the project described in the mini-solicitation.
  - Location in the general geographical area of the project and knowledge of the locality of the project.
  - Past performance (as described in PA Exhibit G) on earlier WOCs assigned under the PA and may include available Agency records regarding Consultant performance (within the previous 3 years of a given WOC selection) on other Agency contracts/WOCs.
  - References for specific types of project experience.
  - Competitive price proposals, billing rates, or other cost data evaluation (for A&E Related Services and non-A&E Services only).

# Consultant Selection Methodologies

- Option 3 – Direct Appointment.
  - Direct Appointments under OAR 137-048-0200(1)(b) for WOCs for which the estimated fee to be paid under the WOC does not exceed the threshold stated in this OAR.
  - Direct Appointments for continuation of a project when the Direct Appointment meets the requirements stated in OAR 137-048-0200(1) (c) or 137-048-0200(1)(d).
  - Direct Appointments for projects that have been delayed or delayed and materially altered as permitted by OAR 137-048-0310 (if federal funds are involved, advance FHWA approval may be required and limitations may apply to the total contract costs).