



Doing Business with ODOT

ODOT PROCUREMENT OFFICE (OPO)

PERSONAL SERVICES CONTRACTS



A&E and Related Services

- OPO Website: <https://www.oregon.gov/odot/Business/Procurement/Pages/index.aspx>
- Definition of Related Services, from ORS 279C.100 Definitions:

“Related services” means personal services, other than architectural, engineering, photogrammetric mapping, transportation planning or land surveying services, that are related to planning, designing, engineering or overseeing public improvement projects or components of public improvement projects, including but not limited to landscape architectural services, facilities planning services, energy planning services, space planning services, hazardous substances or hazardous waste or toxic substances testing services, cost estimating services, appraising services, material testing services, mechanical system balancing services, commissioning services, project management services, construction management services and owner’s representation services or land-use planning services.

Procurement Methods: Direct Appointment

- Up to \$100,000
- May only use for state funded projects
- Agency chooses a consultant that is qualified to provide the required services.
- Agency negotiates with consultant for services (statement of work and effort)



Procurement Methods: Small Purchase Process

- Up to \$250,000
- Used for federal and state funded projects
- May be used with Price Agreements
- Agency reaches out to a minimum of 3 consultants that are able to provide requested services.
- Agency awards the most qualified consultant and begins negotiations.



Procurement Methods: Formal Request for Proposals (RFP)

- Projects \$250,000 and above
- RFP is advertised on ORPIN
- Evaluation process:
 - Pass/Fail review (OPO)
 - Evaluation panel independently reviews and scores proposals according to scoring criteria
 - Use Qualifications-based selection (QBS) process.
 - Brooks Act (40 USC §1101 et seq.)
 - ORS 279C.110



Procurement Methods: Formal Request for Proposals (RFP)

Formal Request for Proposals (RFP) Continued:

- Evaluation panel discusses proposals and agrees on top ranked proposer.
- Notice of Intent to Award posted on ORPIN, awarding top ranked proposer.
- Protest period begins (7 calendar days).
- Negotiations begin. Agency negotiates the following with the top ranked proposer:
 - Project scope of work
 - Schedule
 - Budget
 - Consultant fee (using approved billing rates)



Procurement Methods: Mini-Solicitation

(Technically a WOC Assignment Method)

- A method to get under contract with current price agreement holders for specific projects.
- No thresholds
- Only open to price agreement holders for the category that is advertised
- Mini-Solicitation is emailed to price agreement holders only
- Evaluation process is very similar to Form RFP process. No protest period.
- Notice of Intent to Award is emailed to proposers, awarding the contract to the top ranked proposer.
- Negotiations begin.



Full-Service Price Agreements

- “Full-Service” means the ability to deliver a multi-discipline transportation-related project from project initiation to final PS&E delivery up to bid (Preliminary Engineering Phase) and Consultant is solely responsible for delivery of the final project package. The Agency reserves the right to maintain certain disciplines in-house that will contribute to the delivery of the final project package.
- “Multi-discipline” means two or more disciplines.
- Website: <https://www.oregon.gov/ODOT/Business/Procurement/Pages/FS.aspx>

- **Project Management**
- **Survey and Mapping**
- **Environmental Services**
- **Public Involvement**
- **Utility Coordination**
- **Geotechnical and Pavement**
- **Hydraulics Related Services**
- **Traffic Engineering and Management**

- **Pavement Design**
- **Roadway Design**
- **Bridge Design**
- **Interchange Design**
- **Design Acceptance Plans (DAP)**
- **Right of Way**
- **Plan, Specification and Estimate (PS&E)**
- **Bid Assist**



Full-Service Price Agreements

- Two tiers (Tier A and Tier B). 18 Tier A firms, 11 Tier B firms
 - TIER A: PA for projects \$150,000 - \$750,000
 - TIER B: PA for projects \$350,000 and above
 - OVERLAP: Both Tier A and Tier B may compete for projects \$350,000 - \$750,000
- WOC Assignment Method: Mini-solicitation
- Currently in process of preparing new solicitation to be advertised Spring 2021.
- Any questions regarding the Full-Service Price Agreements should go to Mary Cole at Mary.m.cole@odot.state.or.us.



Transportation Land Use Planning Price Agreements

- Four Disciplines (Subject Areas)
 - Transportation System Planning (9 PAs)
 - Public Transportation Planning (7 PAs)
 - Bicycle and Pedestrian Planning (8 PAs)
 - Land Use Planning (5 PAs)
- WOC Assignment Methods:
 - Mini-Solicitation
 - Review of Initial Proposals (cannot exceed \$250,000)
 - Agency must review a minimum of 3 proposals (received for original RFP).
 - Agency determines which consultant best meets needs of a specific project.



Resources:

ACEC

- American Council of Engineering Companies of Oregon (ACEC)
 - Website: <https://www.acecoregon.org/>
 - Liaison Committee Meetings open to the public.
 - Shares information of upcoming opportunities.
 - ODOT partners with ACEC
 - Great networking opportunities.
 - Opportunities to meet prime consultants.



Resources: Procurement System

- ORPIN
 - OPO posts solicitations
 - Register to receive notices of solicitations for areas/disciplines company focuses on
- In process of creating a new e-procurement system (OregonBuys)



Resources:

ODOT Reports/Lists

- ODOT Region Outsource Report: each region in ODOT posts a report of forecasted upcoming projects.
 - Website: <https://www.oregon.gov/ODOT/Business/Procurement/Pages/HowTo.aspx#12a36aac-faf4-4120-af0a-4e9a9f5b6846>
- Region 1 STIP Project List
 - Anticipated timelines, subject to change
 - Agency may use either Formal Solicitation or Mini-Solicitation method



Resources:

Region 1 STIP Project List

Metro Area Central Projects (Shelli Romero, Area Manager)

<u>Project:</u>	<u>RFP Posted</u>
K21598 OR224: SE 17 th Ave – OR213	2021
K21602 I-5: Marquam Bridge – Capitol Hwy	2021
K21607 OR213 @ NE Glisan St & NE Davis St.	2021
K21612 OR224: SE 17 th Ave – Rainbow Campground	2022
K21704 US30B: Bridge over Private driveway	2022
K21707 US30B: St. Johns Bridge	2020
K21799 I-5: E Burnside – Marquam Bridge	2021
K21800 I-84: NE MLK Jr Blvd – I-205	2021



Resources:

Region 1 STIP Project List

Metro Area West Projects (Matt Freitag, Area Manager)

<u>Project:</u>	<u>RFP Posted</u>
K21597 US26: Glencoe Rd – Cornelius Pass Rd	Qtr 4 2021
K21608 OR8 @ 174 th Ave, Armco Ave, Main St & A+B Row	Qtr 1 2021
K21615 Washington County Safety, Bike/Pedestrian	Qtr 4 2020
K21616 OR99W: OR217 – SW Sunset Blvd & US30B: Kerby – 162 nd Ave	Qtr 1 2021
K21617 OR8: SE Brookwood Ave – OR217	Qtr 1 2021

Metro Area East Projects (Paul Scarlett, Area Manager)

<u>Project:</u>	<u>RFP Posted</u>
K21613 US30: Sandy River – OR35	Qtr 4 2021
K21864 I-84 (EB): Toothrock Tunnel	Qtr 4 2020
K21711 OR35: US26 Crossing Bridge	Qtr 2 2021



Resources:

Region 1 STIP Projects

Local Agency Projects (Sam Hunaidi, Local Agency Manager)

<u>Project:</u>	<u>RFP Posted</u>
K18828 A G A Rd: S Eagle Creek Loop – Davis Dr	Qtr 4 2020
K21619 Beaver Crk Rd: Molalla Ave – S Maple Lane Rd (OR City)	Qtr 4 2021
K21632 NW West Union Rd @ Neakahnie Ave (Wash Cnty)	Qtr 3 2022
K22128 Aloha Access Improvements: OR8 Area Cornelius Pass – SW 160 th	Qtr 2 2022
K22130 Council Crk Trail: Douglas St – Hatfield Government Center	Qtr 2 2022
K22136 Red Rock Crk Trail Alignment Study: Fanno Crk Trail – SW 64 th	Qtr 2 2022
K22140 US26 @ Cornelius Pass Rd Crossing	Qtr 3 2022
K22141 Washington Monroe: SE Oak St – SE Linwood Ave	Qtr 4 2021
K22141 Willamette Falls Path/OR99E Enhance: 10 th St – Railroad Ave	Qtr 2 2022
K21880 Cornelius Pass Rd: Rock Creek Bridge	Qtr 4 2020/Qtr 1 2021



Thank You

Questions?

