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Safety Moment

Mission Zero, Safety Is Intentional
TxDOT and YOU!

Kyle Madsen
WHO WE ARE
## WHY WE NEED YOU

<table>
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<tr>
<th>Funding Category</th>
<th>Proposed Distribution ($)</th>
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<tr>
<td>1 - Preventive Maintenance and Rehabilitation</td>
<td>13,926,300,000</td>
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<td>2 - Metro and Urban Area Corridor Projects</td>
<td>10,012,237,582</td>
</tr>
<tr>
<td>3 - Non-Traditionally Funded Transportation Projects</td>
<td>5,772,892,508</td>
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<td>4 - Statewide Connectivity Corridor Projects</td>
<td>10,012,237,583</td>
</tr>
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<td>5 - Congestion Mitigation and Air Quality Improvement</td>
<td>2,322,790,000</td>
</tr>
<tr>
<td>6 - Structures Replacement and Rehabilitation (Bridge)</td>
<td>3,586,560,000</td>
</tr>
<tr>
<td>7 - Metropolitan Mobility and Rehabilitation</td>
<td>5,038,158,388</td>
</tr>
<tr>
<td>8 - Safety</td>
<td>3,431,750,000</td>
</tr>
<tr>
<td>9 - Transportation Alternatives</td>
<td>910,500,000</td>
</tr>
<tr>
<td>10 - Supplemental Transportation Projects</td>
<td>624,036,355</td>
</tr>
<tr>
<td>11 - District Discretionary</td>
<td>3,233,380,000</td>
</tr>
<tr>
<td>12 - Strategic Priority</td>
<td>15,556,223,482</td>
</tr>
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<td><strong>TOTAL UTP FUNDING, ALL CATEGORIES</strong></td>
<td><strong>$74,427,065,898</strong></td>
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RIGHT OF WAY CUSTOMER SERVICE STANDARDS

“Right of Way provides courteous, accurate, and timely customer centered services, creating a positive experience.”
WORKING WITH TxDOT as a DBE AND HUB

Michael Bryant
WORKING WITH TxDOT as a DBE AND HUB

Big Opportunities
Start Small
(BOSS): Chairman Bruce Bugg, Jr. and Senator Royce West Video
https://www.youtube.com/watch?v=Ft38aqWiJ8k
WORKING WITH TxDOT as a DBE AND HUB

- BOSS Guide
- Getting Certified as DBE
- North American Industry Classification System (NAICS) Opportunities for Subcontracting
- Commercially Useful Function
- Good Faith Effort
- Compliance
BONFIRE IS COMING!

Dan Neal II
WHAT IS BONFIRE?

- Bonfire is a software service that TxDOT procured to provide a platform for the solicitation, submission, and evaluation of procurements for goods and services.
Which divisions are initially using the new system?
Electronic submittal process

Provider Response
- Proposal
- Other documents

Evaluation
- Provider Response and Interviews

Selection

Advertisement
- Solicitation
- Draft Scope
- Other documents

Bonfire
PEPS Stats To Date

- PEPS initiated Bonfire with the FY 2020 Wave 2 procurements, which started in February 2020.
- PEPS has initiated 33 procurements.
- There are 1582 external individuals (vendors) registered with Bonfire.
- Currently, PEPS Division and the Procurement Division are using Bonfire for procurements. The other Divisions are being phased into production on at a time.
The vendor will be able to view open solicitations in the portal.
Getting Help is Easy

Resource Center

Help Center
SEARCH FOR ARTICLES

Training Program
AVAILABLE WEBINARS

Product Feedback
CONNECT WITH THE TEAM

Past Public Opportunities

- PS&E, Houston District; SH 249, FM 2920, FM 529, SH 75, & FM 2100
  - Professional Engineering (PEPS)
  - Aug 2nd 2021 1:00 PM CDT

- Program Management Consultant (PMC), PFD Division, Statewide
  - Professional Engineering (PEPS)
  - Aug 3rd 2021 1:00 PM CDT

- Construction Engineering Inspection (CEI), Dallas District, IH30 in Rockwall County
  - Professional Engineering (PEPS)
  - Aug 4th 2021 1:00 PM CDT

- Construction Engineering Inspection, Bryan District, SH 6
  - Professional Engineering (PEPS)
  - Aug 9th 2021 1:00 PM CDT
Registration is Easy

Vendor Registration

Registering for a New Vendor Account is very simple and consists of the following steps:

1. Account Creation
2. Create a Password
3. Account Confirmation
4. Account Information
5. Documentation

Create New Ticket
Creating and Uploading a Submission

This article will walk you through the process of submitting a digital bid directly on Bonfire.

- Accessing the Opportunity
- Navigating the Opportunity
- Project Details & Important Events
- Supporting Documentation

Help Center

Creating and Uploading a Submission (for Vendors)
Q: Are the Bonfire accounts based on the firm, or is it an individual account? Is registration limited to one person/email per firm?

A: Each individual who will be submitting documents will need to register with Bonfire. The registration is for the individual, not the firm.
Q: If multiple people in a firm are registered in Bonfire, can they all work on the same submittal?

A: No. Multiple people cannot work on the same vendor submission at the same time.
**Q:** How do I review the files that were uploaded as part of my submission?

**A:** Use Bonfire to navigate to the *Submissions* page then use the download button for the document that you want to review.
Q: Can I withdraw a response that I have submitted?

A: Yes. Responses can be withdrawn as long as the deadline has not passed.
**Q:** Can I make revisions after I have submitted my response in Bonfire?

**A:** Yes. You can “unsubmit” the response, make revisions, and resubmit the updated response in Bonfire.

Updated responses must be submitted in Bonfire prior to the deadline.
Insurance Requirements

Coverage Requirements
Professional Services providers that contract with TxDOT are required to maintain Workers’ Compensation (waived for sole proprietors), Commercial General Liability, and Texas Business Automobile insurance throughout the life of the contract.

Form 1560-CS
• Providers are required to submit Form 1560-CS as proof of valid insurance. ACORD forms are not accepted.
• Failure to submit the correct form or to complete the form correctly may result in delay or withdrawal of award

Cease Work Notice
If proof of insurance lapses during the contract period, TxDOT will issue a “Cease Work” Notice until an updated form is provided and you will not be paid for work performed during the cease work period.
Form 1560-CS

ROWAPS Agreements

- Insured line should include the name on your TxDOT contract
- Form should be filled out entirely (including vendor number and insurance agent signature)
- Form 1560-CS is required at solicitation and throughout the life of the contract PRIOR TO EXPIRATION

Texas Department of Transportation (TxDOT)
CERTIFICATE OF INSURANCE

This certificate of insurance is provided for informational purposes only. This certificate does not confer any rights or obligations other than the rights and obligations conveyed by the policies referenced on this certificate. The terms of the referenced policies control over the terms of this certificate.

Prior to the beginning of work, the Contractor shall obtain the minimum insurance and endorsements specified. Only the TxDOT certificate of insurance form is acceptable as proof of insurance for department contracts. Agents should complete the form providing all requested information then either fax or mail this form directly to the address listed on page one of this form. Copies of endorsements listed below are not required as attachments to this certificate.

1. Insured: Sample Company, LLC
   Street/Mailing Address: 134 Roway Way
   City: Austin  State: TX  Zip Code: 78731
   Phone Number: (512)1111111

Form 1560-CS
ROWAPS Agreements

• Insured line should include the name on your TxDOT contract

• Form should be filled out entirely (including vendor number and insurance agent signature)

• Form 1560-CS is required at solicitation and throughout the life of the contract PRIOR TO EXPIRATION
PERFORMANCE MANAGEMENT FIRESIDE CHAT

Rose Wheeler, Lezlie Kirby, and Benjamin Blackstone
• Past performance is taken into consideration during procurement based on:

    As a performance-based professional service, the past performance and capacity of a Provider and their Sub-Providers are to be considered in the scoring of this RFP.

• Not having a contract in the past does not negatively impact use of past performance during evaluations

• Right of Way implemented a statewide electronic performance management system and repository for ROWAPS
• What happens when the proposal is submitted out of the order as specified in the Request for Proposal (RFP)?

• What happens if anyone reaches out to any person other than the single solicitation contact as identified on the cover page of the RFP?

• Why place an evaluator in the position to give lower scores?

• How do you ensure performance evaluations are accurate?
• Why not verify whether supporting documentation for licensing or other credentials as required in the solicitation are included?

• There is some concern respondents are not taking advantage of the Question and Answer period?

• How do you sell qualifications, experience, performance, and capacity and provide more than the minimum with detailed information that demonstrates the ability to deliver the Unified Transportation Program (UTP)?
PRACTICAL AND USEFUL RESPONSE TIPS

Rose Wheeler
PRACTICAL AND USEFUL RESPONSE TIPS

Be deliberate and focus on presenting the highest performance quality above the other respondents within the pool of proposals.

Do not copy any part of another respondent's proposal, noting each proposal is independently evaluated against the solicitation criteria in the solicitation.

Pay close attention to all of the required forms such as the Certificate of Insurance and references.

Submit on time and completely.
PRACTICAL AND USEFUL RESPONSE TIPS

Do not rely on proposals for previous RFPs given that every RFP is different.

Why place Right of Way in a position to disqualify the proposal?

Read every letter and word in the RFP, and seek clarification through a written question to the Solicitation Contact during the active Question and Answer period.

Follow all instructions, and especially understand the evaluation scoring scale and matrix.
EXERCISE – SCORING

What's Your Score?
CLOSING COMMENTS

Rose Wheeler