



Selected Shorts Video Series

#4



A&E Consultant Contracts:

A&E Resources Website

Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

Caltrans

Division of Local Assistance



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Script:

Welcome to the Division of Local Assistance, Office of Guidance and Oversight. The purpose of this short presentation is to inform local agencies and other users on the resources available at the A and E website.

Are you aware that A&E has its own website called Consultant Selection and Procurement?

Consultant Selection and Procurement link is available in the main Local Assistance website under the Guidance and Oversight Section. The Consultant Selection and Procurement website contains information on Guidance, Resources, Audits, and list of Contacts.

In the Consultant Selection and Procurement website you will find a Guidance Section. This section provides a link to LAPM Chapter 10, comparison tables on RFP vs RFQ as well procurement requirements for Federal vs State funded projects. It also contains a list of most frequent errors found during process reviews, and a consultant procurement checklist that lists the requirements for a solicitation.

Another section in the Consultant Selection and Procurement is the Resources section. The Resources section contains examples and templates such as RFP for both A&E and non-A&E contracts, RFQ, language on adopting LAPM Chapter 10 and a guide in writing your scope of work. All these templates and examples are in word format that can be modified based on the local agency's needs.

The Resources section also lists some of the guiding regulations and references for local agency's use. We encourage local agencies to familiarize themselves with the laws and regulations concerning the A and E procurement contracts.

This list provides information on the FHWA website and additional regulations when securing an A&E contracts funded by Federal Aid Highway Program.



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If you have questions on Consultant Selection and Procurement process, please contact your District Local Assistance Engineer, your DLAE. Also provided is a list of HQ A and E Engineers for your area should you require further assistance.

We hope you find this video helpful in providing you with additional resources for a successful Consultant procurement. Please note that A&E is constantly updating its website. Make sure to check back regularly for updates and useful tools.

Thank you for watching.

Synopsis:

Visit the A&E Resources website to find the latest tools, resources and guidance for A&E consultant contracts.

<https://dot.ca.gov/programs/local-assistance/guidance-and-oversight/consultant-selection-procurement>

