



Precertification and CCIS Updates

2023 PEPS Conference

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What is Precertification?



A vital part of the PEPS contracting program



A requirement for task leaders of standard work categories



An acknowledgement that minimum qualifications were met



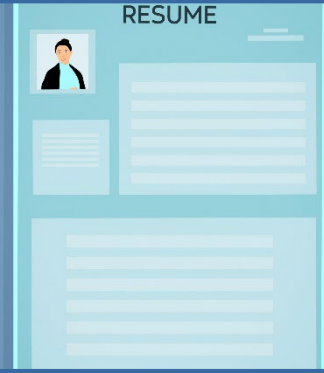
A way to verify qualifications outside of the selection process



Standard Work Categories



Define the type of work



Define minimum qualifications



Are listed in the solicitation



Must have precertified task leaders

What does a work category look like?



Category Number

5.3.1

Category Title

Multi-Level Interchange Design

Category Description

This category includes design of bridges with three levels or more.

Certification Requirements

The firm must employ one Professional Engineer with a minimum of five years of structural bridge design experience including a minimum of three Multi-Level Interchange Design projects.

Application Tips



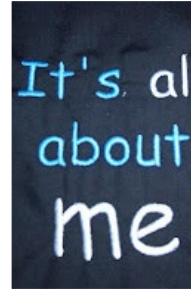
Submit applications in CCIS



Use the PDF application form as a tool to help gather your information



Focus on the specific work in the category and the requirements



Describe what you personally did on the project



Read the instructions



When you are ready to submit, make sure you hit “Send Notification” **twice**

If approved:



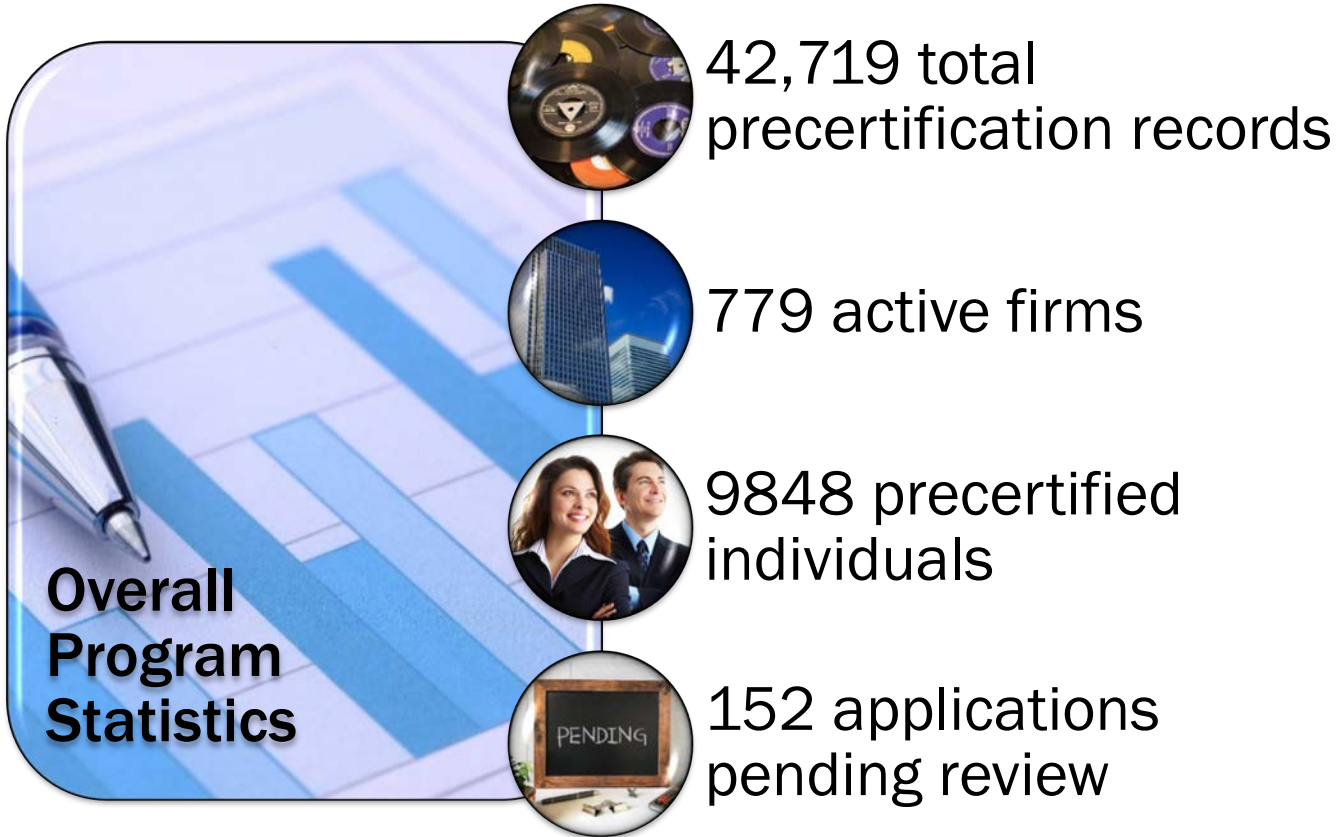
For each category, CCIS will show the approval date

If denied, you can:



- Request clarification of the reason for denial
- Update your application and reapply

Program Statistics



New CCIS System and Project Timeline



Existing CCIS

- Custom mainframe system
- Launched in 1997
- Difficult to update and maintain



New CCIS

- SaaS solution built in Salesforce
- Web-based
- Will include automated PTC form



Benefits TxDOT

- Easier to update work categories
- Doesn't rely on mainframe programmers



Benefits Firms

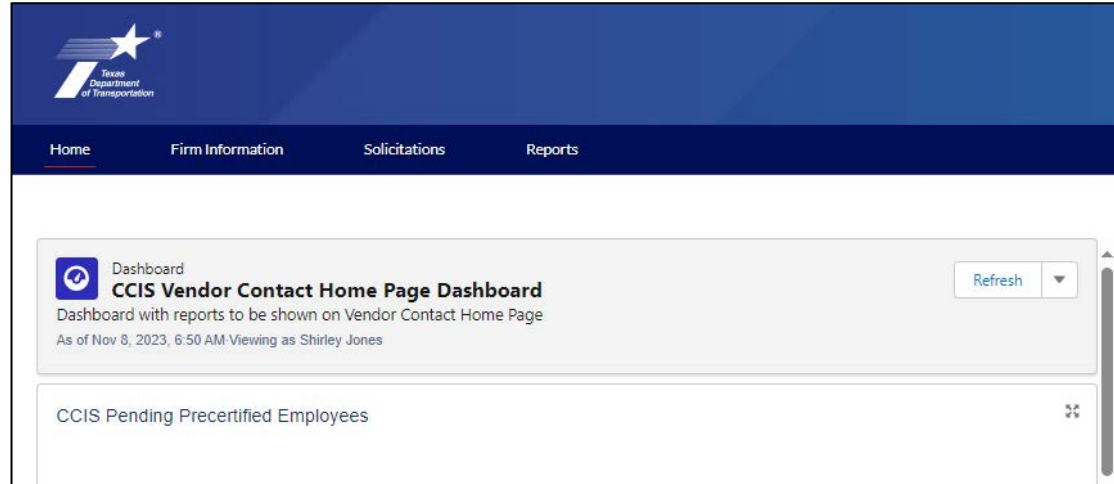
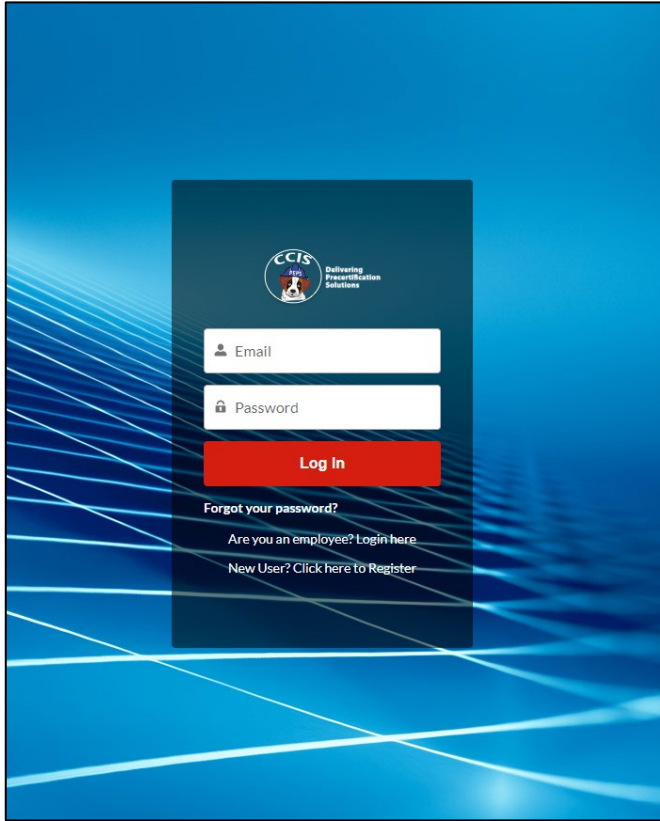
- More space for project and experience info
- Easier to use
- Real-time data for the PTC form



CCIS Training Coming Soon

**Let's put a little
PEPS
in your STEP!**

The New CCIS Vendor Portal





Account

ABC engineering

[+ Follow](#)[Edit](#)[Account Renewal](#)[Download Renewal Certificate](#)

The Firm's Renewal Status is Active. (123 days remaining)

[DETAILS](#) RELATED

▼ Firm DBE/HUB Information

Not currently a registered DBE.



DBE Certification Number

DBE Expiration Date

Not currently a registered HUB.



HUB Certification Number

987654321

HUB Expiration Date

12/31/2025

▼ Firm General Information

Account Name

ABC engineering

Firm Sequence Number

14755

Firm Name Date

Firm Type Code

Firm CEO Name

Albert Alligator

Status

Active

Comments

none

Expiration Date

3/31/2024

Federal Emp Tax ID

2345678901

Firm Taxpayer Number Texas

123456789

Renewal Date

11/16/2023



Account
ABC engineering

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The Firm's Renewal Status is Active. (123 days remaining)

DETAILS

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Reports

Recent

3 items

REPORTS	Report Name	Description	Folder	Created By
Recent	CCIS Pending Precertified Employees	List of Pending Precertified Employees	CCIS Vendor Reports	
Created by Me				
Private Reports	CCIS Precertified Employees	List of Precertified Employees for their firm	CCIS Vendor Reports	
All Reports	CCIS Vendor PTC Reports	Report of all open solicitations with the solicitation number under the 'Vendor Reports' folder.	CCIS Vendor Reports	
FOLDERS				



The procurement engineer will be able to create a new PTC form for each procurement in the new CCIS system.



Providers will be able to complete the PTC form in CCIS, download a copy as a PDF, and submit the completed PTC form into Bonfire.





The data used in the PTC form will be live, until the Provider downloads it.


The New CCIS Vendor Portal – PTC forms



Home Firm Information **Solicitations** Reports

 Solicitations
Recently Viewed ▼ 

9 items • Updated a minute ago

Solicitation Salesforc... ▼	Solicitation Number ▼	Solicitation Description ▼	Active ... ▼	PTC Type ▼
 a1xHv000000MGCR	0000007999	surveying work for amarillo district	<input checked="" type="checkbox"/>	Federal
2 a1xHv000000M8Lx	0000005717	Traffic engineering for the San Antoni...	<input checked="" type="checkbox"/>	Non Federal HUB
3 a1xHv000000MJ6E	0000008999	PS&E for the Paris District	<input checked="" type="checkbox"/>	Non Federal DBE

The New CCIS Vendor Portal – PTC forms



Project Team Composition DBE Verification Part 1 of 2 (Federal Process)

TxDOT Assigned DBE Goal: 16.5

Solicitation Number: 0000007999

Is your firm (Prime Provider) a Certified DBE?

- Yes
- No

[PTC Instructions](#) [Save Changes](#)

Prime Provider					Administratively Qualified?	% of work that prime provider and subproviders are responsible for				TxDOT Use Only	
Firm Seq No.	Acronym/ Abbreviation*	Legal Firm Name**	Vendor ID Number	Yes/No	Prime	Non-DBE	DBE	Total	DBE TUCP Directory(Y/N)	DBE NAICS Code	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>						
Subproviders											
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>				

The New CCIS Vendor Portal – PTC forms



[PTC Instructions](#)
[Back To Part 1](#)
[Save Changes](#)

Work Category No.	Category Name	E&D Related Services	Percentage Advertised	Firm Name	Number of Precertified Employees	Task Leader	% Total	ABC
15.1.1	Right of Way Surveys	N	5.00%	14755 - ABC engineering	1	Select Employee	%	
15.2.1	Design Survey	Y	5.00%	Select Firm			%	
15.2.2	Construction Survey	E	10.00%	Select Firm			%	

Non Listed Categories
 For a non listed category, list the name of the person identified in the proposal for the purpose of satisfying the non-listed category requirements.

Work Category No.	Category Name	E & D Related Services	Percentage Advertised	Firm Name	Task Leader**		
NLC - 1	Survey Data Management	Y	3%	Select Firm		%	
NLC - 2	Construction Engineering Management	N	2%	Select Firm		%	
Total			100.00%			0%	%
% of work that prime provider and subproviders are responsible for							%

Implementation Timeline



Nov 2023

- New CCIS User Acceptance Testing



Dec 23 - Jan 24

- Fix issues
- Develop materials and conduct training



Feb 2024

- Planned rollout & use of the new CCIS system



Resources

General Resources – Getting ready for PEPS contracting



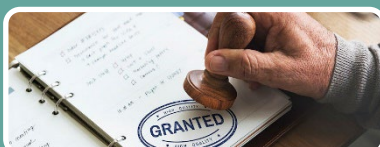
Be registered as a business with the State of Texas

- Texas Comptroller
- Texas Secretary of State



Be registered with the appropriate Texas Board

- TBPELS (Engineers & Surveyors)
- TBAE (Architects)



Become precertified and administratively qualified (AQ) with TxDOT

- Precertification
- AQ



Check the TxDOT webpage for projected contracts and pre-RFP meetings



Be prepared to submit your proposal package using the Bonfire system

General Resources – Getting ready for PEPS contracting



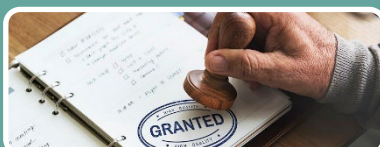
Be registered as a business with the State of Texas

- Texas Comptroller: <https://comptroller.texas.gov>
- Texas Secretary of State: <https://www.sos.state.tx.us>



Be registered with the appropriate Texas Board

- TBPELS (Engineers & Surveyors): <http://engineers.texas.gov>
- TBAE (Architects): <https://www.tbae.texas.gov>



Become precertified and administratively qualified (AQ) with TxDOT

- Precertification: <https://www.txdot.gov/business/peps/become-precertified.html>
- AQ: <https://www.txdot.gov/business/peps/become-administratively-qualified.html>



Check the TxDOT webpage for projected contracts and pre-RFP meetings

- <https://www.txdot.gov/business/peps/opportunities.html>

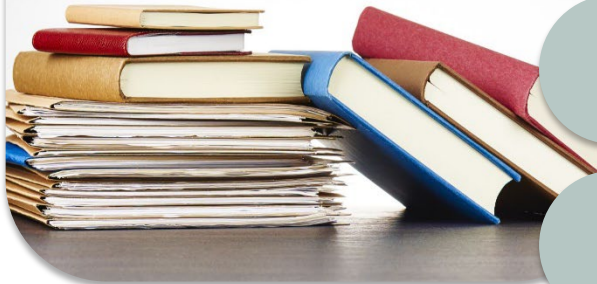


Be prepared to submit your proposal package using the Bonfire system

- <https://txdot.bonfirehub.com/>



Precertification Resources



Precertification webpage:

- <https://www.txdot.gov/business/peps/become-precertified.html>

CCIS User Guide

- <https://www.dot.state.tx.us/des/ccis/userguide.pdf>

Precertification FAQ

- <https://www.txdot.gov/business/peps/become-precertified/precertification-faqs.html>

For general questions about precertification:

- PEPS_COE_Process@txdot.gov

For CCIS questions & application status questions:

- PEPS_CCIS_Precert@txdot.gov

Where can I find information about the precertification program?



Go to the main TxDOT webpage at www.txdot.gov

Then click on the dropdown for Do business.

Discover Texas ▾ Data and maps ▾ **Do business ▾** Explore projects ▾ Stay safe ▾ About ▾ 🔍

Connecting you with Texas

Traffic cameras Safety rest areas Crash reports/records Official travel maps

Where can I find information about the precertification program?



Next, click on the link for Engineering, architectural, and surveying consultants

Do business
Learn how to get started and find your next business opportunity.
[Do business](#)

- [Project development resources](#)
- [Plans online](#)
- [Road, bridge, and maintenance contractor...](#)
- [Engineering, architectural, and surveying consultants](#)
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- [Fleet Account and TxTag Retail Sales](#)
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Where can I find information about the precertification program?



Next, click on the link below the words Become Precertified

The screenshot shows the Texas Department of Transportation website. At the top left is the logo. The navigation menu includes 'Discover Texas', 'Data and maps', 'Do business', 'Explore projects', 'Stay safe', and 'About'. Below the navigation is a breadcrumb trail: 'Home / Business'. The main header image shows a hand holding a yellow highlighter over a map with a ruler. The main heading reads 'Engineering, architectural, and surveying consultants'. Below this are three columns of content:

- Working with PEPS**
[Qualifications-based selection »](#)
- Become precertified**
[Eligibility & application preparation and submittal »](#)
- Become administratively qualified**
[Non-federal & federal process and submittal process »](#)

Reminders



Use of new
CCIS system is
expected to
begin in
February 2024



It may take up
to 60 days to
review
applications,
so apply now!



Annual
renewal is
required by
March 31
every year

Questions and Discussion



HELP #EndTheStreakTX

End the streak of daily deaths on Texas roadways.

[TxDOT.gov](https://www.txdot.gov) (Keyword: #EndTheStreakTX)



#EndTheStreakTX Toolkit






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