

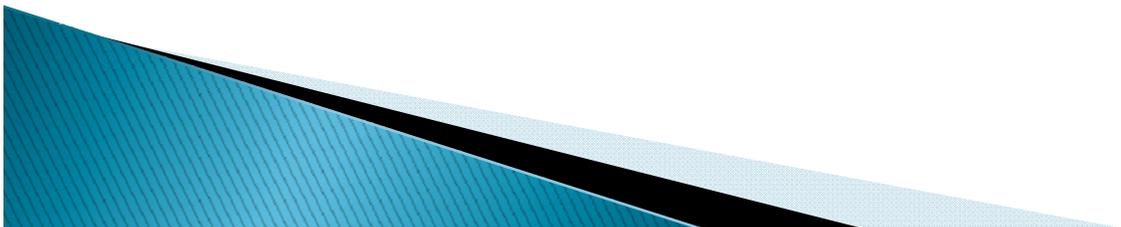
Doing Business with CAP Programs Section

Mathew Hamrick

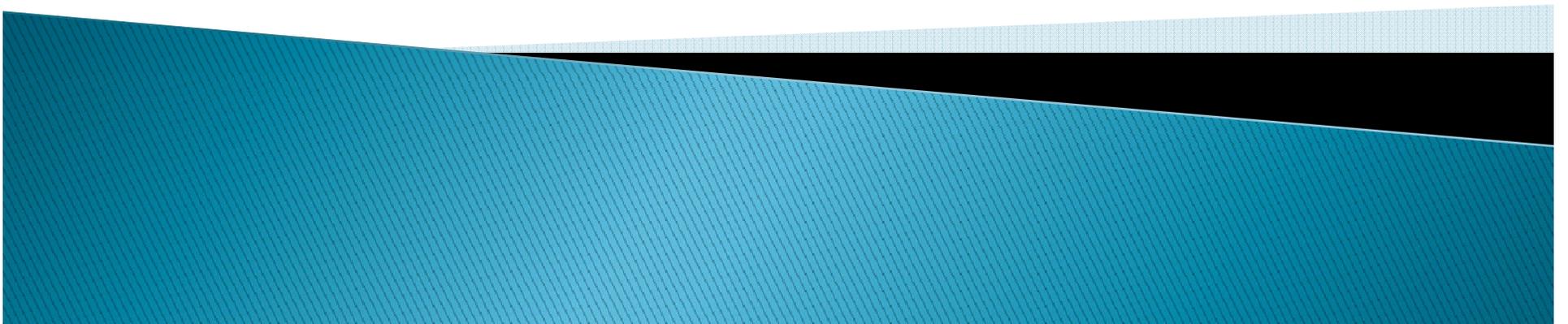


Agenda

- ▶ IDIQ Program
- ▶ State Roof Asset Management Program
- ▶ New for FY 2013
 - Parking Lot & Minor Paving Maintenance
 - Environmental Abatement
- ▶ Looking Ahead
 - Elevator Maintenance
 - HVAC Maintenance



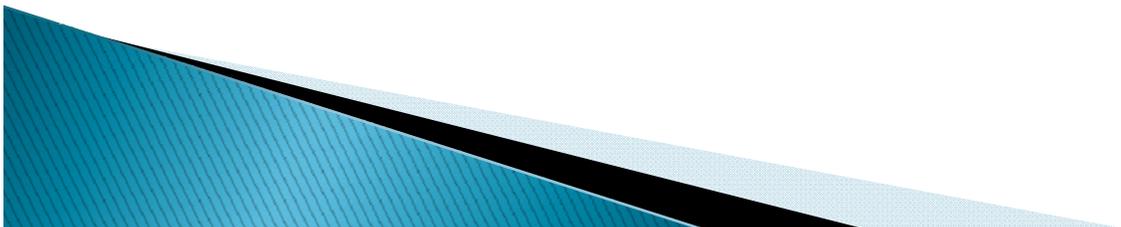
IDIQ Program & Procedures



IDIQ Program

- ▶ What Is IDIQ?
 - Indefinite Delivery Indefinite Quantity
 - CAP Solicits & Maintains “As Needed” Contracts
 - Consultants make their services available when contacted

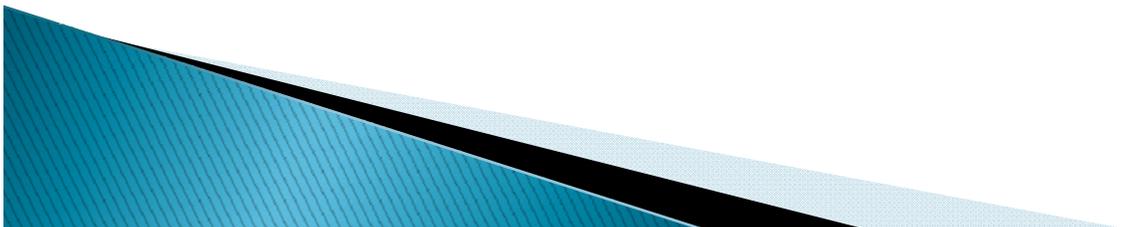
- ▶ Who can use the IDIQ Program
 - All State Agencies, Boards, Commissions, and Political Subdivisions



IDIQ Program

▶ Using IDIQ

- Determine your agency's need
- Submit a DCS/CAP Form M302
 - Available on our website
 - Type of services needed
 - Short description of the project
 - Contact Information for the project





**State of Oklahoma
Department of Central Services
Construction and Properties**

REQUEST FOR IDIQ CONSULTANT

Date: _____

Agency: _____

Location Of Work: _____

Type Of Consultant Requested: _____

Description Of Work:

Requesting Individual Name and Title: _____

Phone Number: _____

Email Address: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Site Contact (If different than above): _____

Phone Number: _____

Email Address: _____

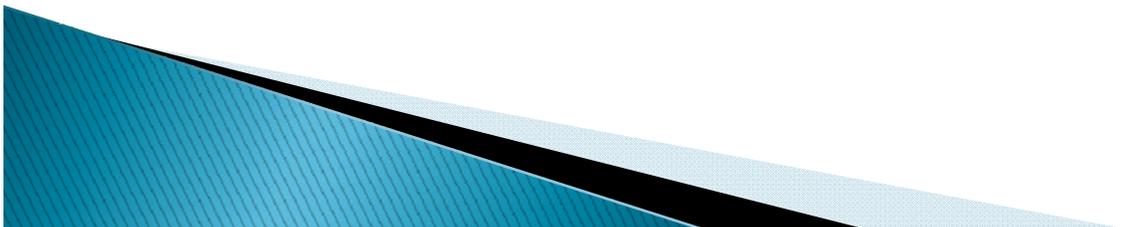
For Internal Use Only

Consultant Assigned: _____	Contract No.: _____
Phone Number: _____	Email Address: _____
Date Consultant Contacted: _____	Date Fee Proposal Received: _____
Date Proposal Accepted: _____	Date Requisition Received: _____
Date Confirmed Notice Sent: _____	DCS Project Number: _____

IDIQ Program

▶ Using IDIQ

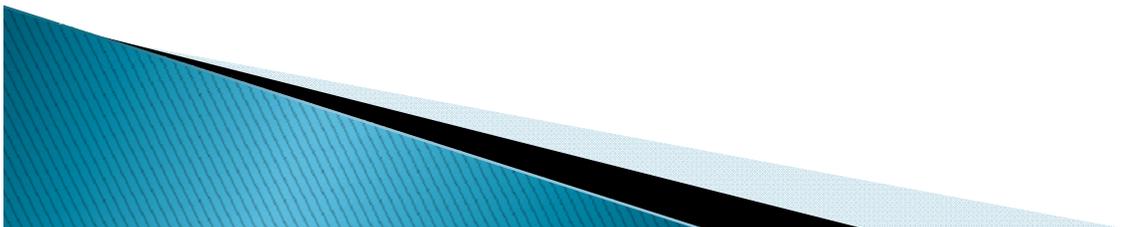
- CAP then evaluates your agency's request to locate the best Consultant for your project
 - Some Criteria
 - Type of Project
 - Location
 - Size
 - Past Performance



IDIQ Program

▶ Using IDIQ

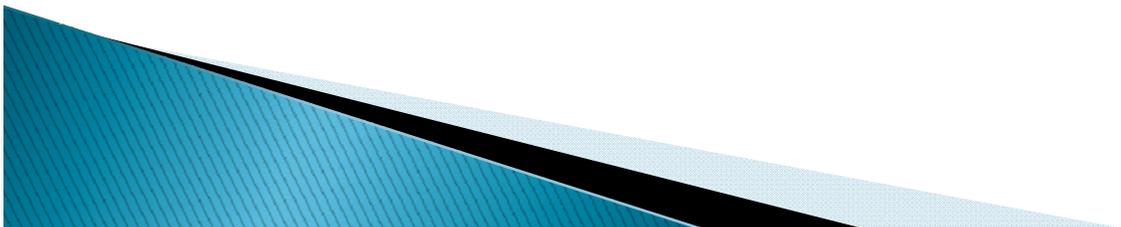
- CAP Contacts Selected Consultant
 - Consultant will identify interest in the project
 - Consultant is instructed to contact Using Agency
- Consultant Proposal
 - Consultant provides a “Not to Exceed” proposal based upon scope of project discussed with the Agency



IDIQ Program

▶ Using IDIQ

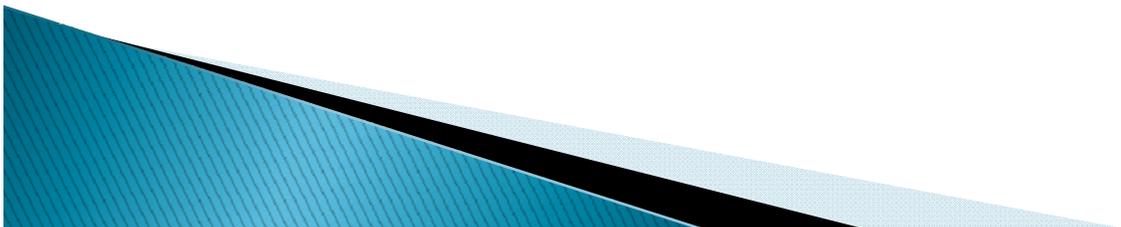
- Upon Agency Approval of Consultant Fee
 - Submit to CAP:
 - Requisition in the amount of the Proposal
 - Copy of the Consultant Proposal
 - PO for the CAP Fee
(or note other payment method on Req)



IDIQ Program

▶ Using IDIQ

- After CAP receives Agency Paperwork
 - We Produce:
 - PO to the Consultant
 - Notice to Proceed for Consultant
- Project Starts
 - CAP Reviews & Approves all pay applications
 - Pay applications are forward to Agency for payment

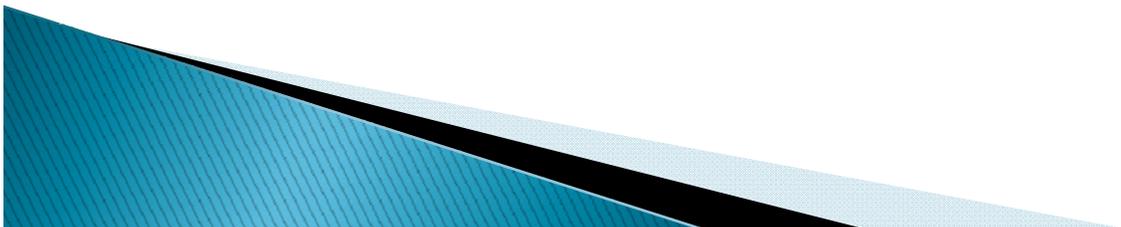


IDIQ Program

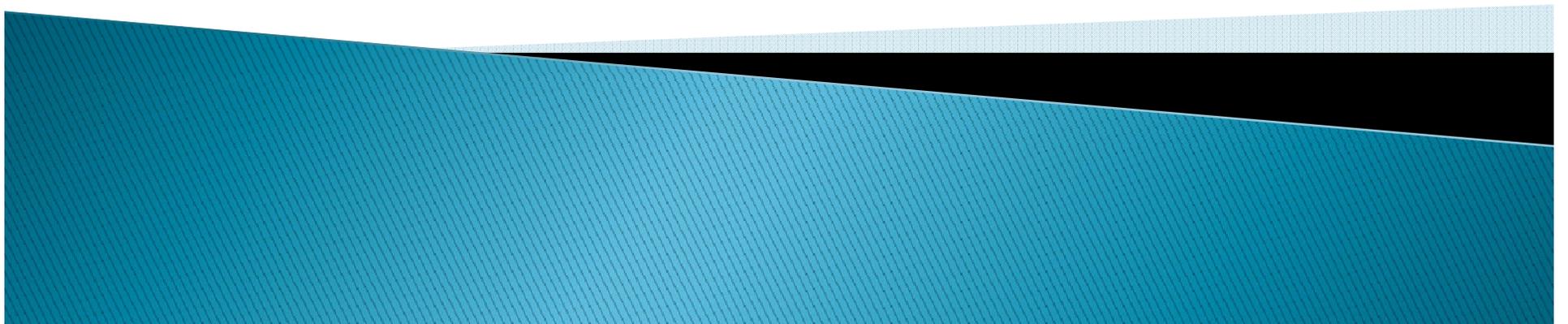
- ▶ Using IDIQ

- New for FY13

- Along with final pay applications agencies should receive a satisfaction survey for the consultant and for CAP.

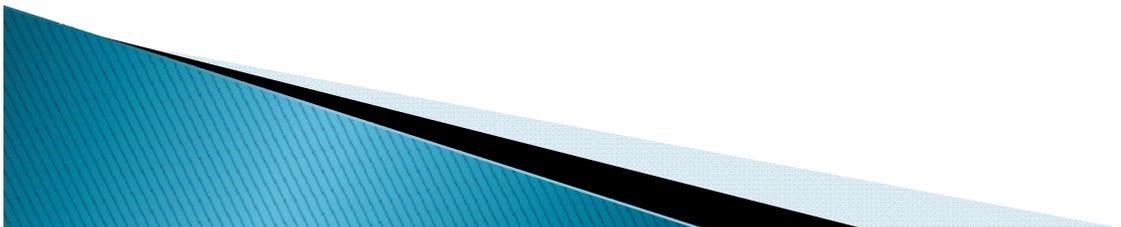


State Roofing Asset Management Program



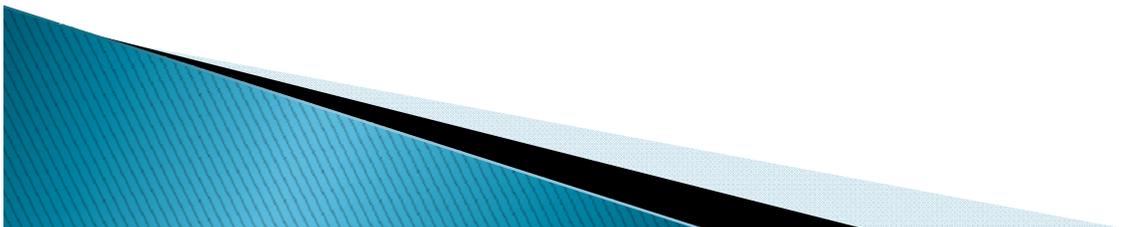
Roofing Program

- ▶ The program saves money and time by:
 - Pre-bid competitive pricing
 - Total design and construction package
 - Qualified assured installation
 - Warranties backed by the manufacturer



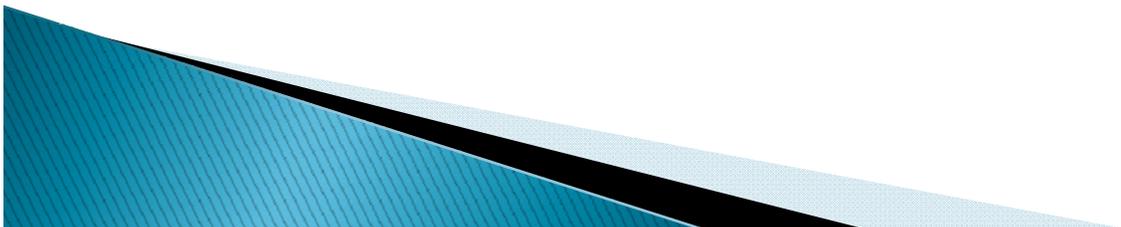
Roofing Program

- ▶ Using the Roofing Program
 - Visit the CAP Website:
 - Determine the defined Area for the project from the Program's Map
 - Contractor contact information is here as well
 - Contracts and Pricing by line item are available as well
 - Contact Contractor for site visit & proposal



Roofing Program

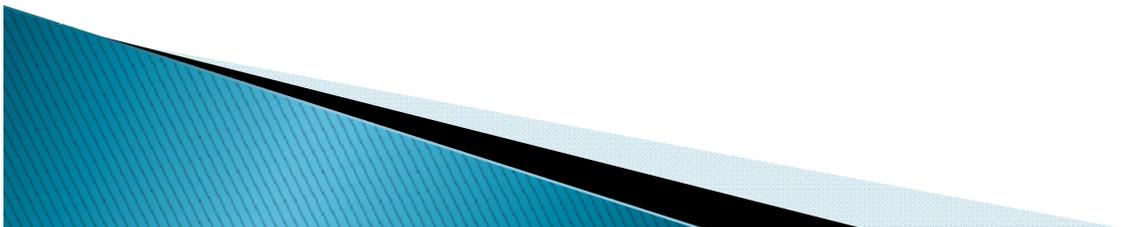
- ▶ Using the Roofing Program
 - Upon Agency Approval of Contractor Proposal
 - Submit to CAP:
 - Requisition in the amount of the Proposal
 - Copy of the Contractor Proposal
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(or note other payment method on Req)



Roofing Program

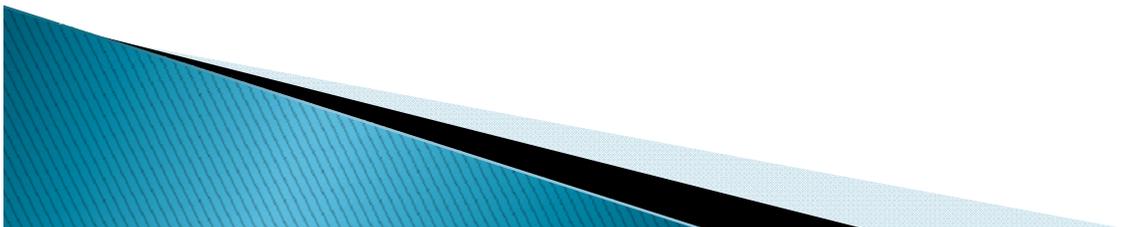
▶ Using the Roofing Program

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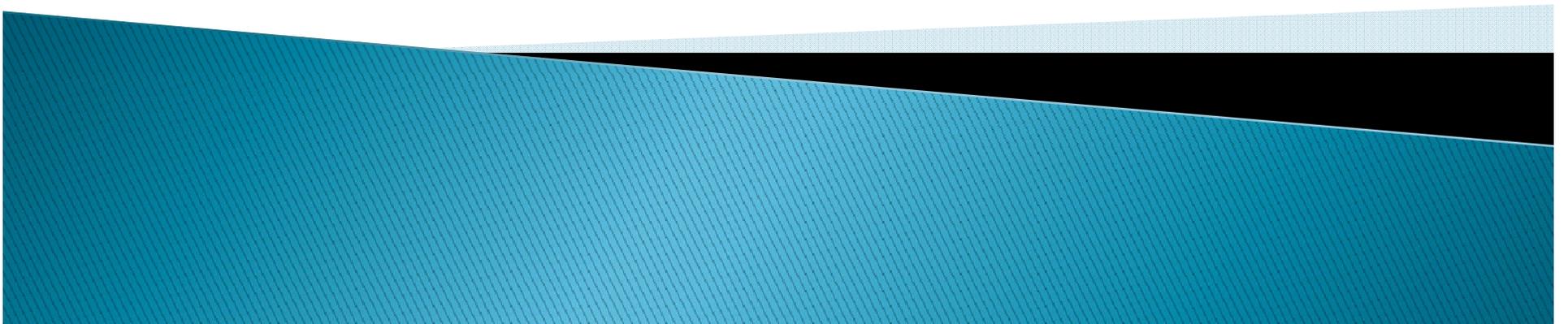


Roofing Program

- ▶ Using the Roofing Program
 - New for FY13
 - Each Area will have 2 to 5 contractors
 - Agencies may request proposals from one or multiple contractors for a project

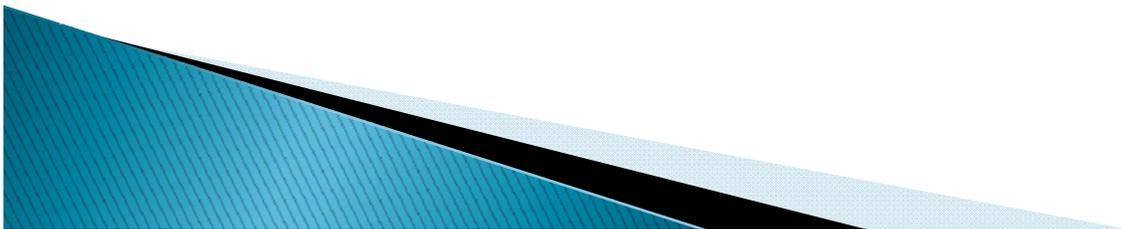


New for FY 2013



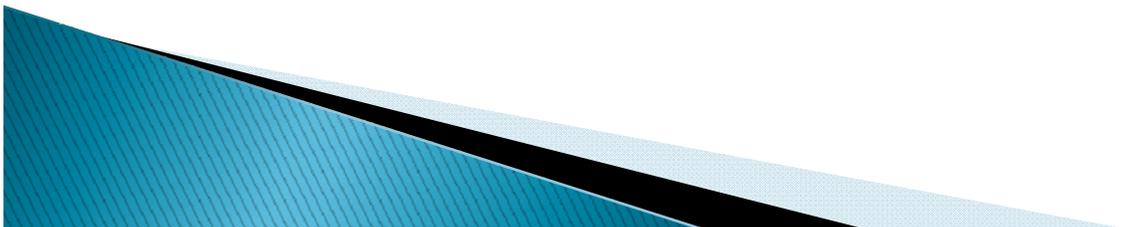
New for FY 2013

- ▶ Parking Lot & Minor Paving Maintenance Program
 - Repair/Replace parking paving systems
 - Repair/Replace sidewalks and other minor paving around state property
 - Currently soliciting for proposals
 - Should be in place for July 1, 2012

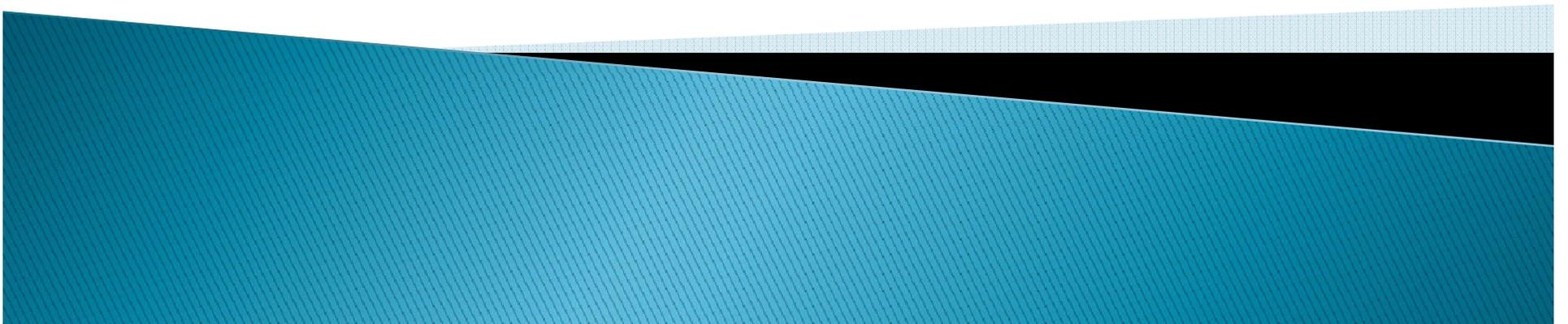


Using the Roofing Program

- ▶ Environmental Abatement Program
 - Provide for the abatement of:
 - Asbestos
 - Lead
 - Mold
 - Planned for solicitation beginning of FY 2013

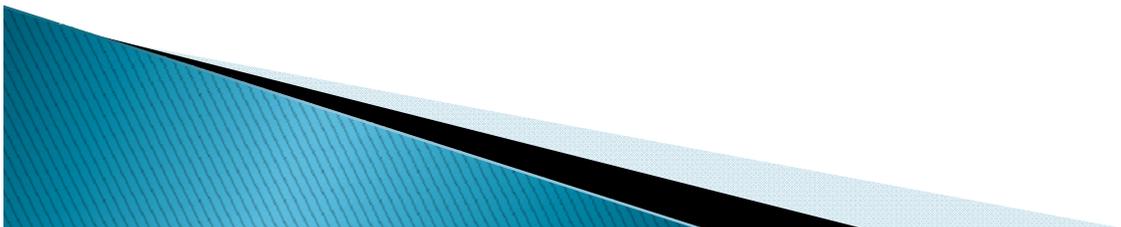


Looking Ahead



Looking Ahead

- ▶ Possible Programs in the near future:
 - Elevator Maintenance & Repair
 - HVAC Maintenance & Repair



Programs Contacts

▶ Programs Supervisor

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▶ Program Officers

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- Nichole Van Horn
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