

ANNUAL FENDER SYSTEM MAINTENANCE AT BARBOURS CUT AND BAYPORT CONTAINER TERMINALS 2022-2023

PORT HOUSTON

Barbara H. Smith, P.E., MBA, Project Manager



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AGENDA

1. Pre-Proposal/Bid Conference House Rules
2. Introductions
3. Harris County
4. Business Equity
5. Procurement Services
6. Selection Criteria
7. Questions



PRE-PROPOSAL CONFERENCE HOUSE RULES

- Attendees will begin the meeting in listen-only mode.
- There will be a Q&A session at the end of today's presentation.
- If you have any questions during the presentation, you may submit your Questions through the WebEx Q&A feature and they will be addressed at the end of the presentation.
- This presentation recording will be posted on the BuySpeed homepage under "Pre-Bid/Proposal Conference Information."



PORT COMMISSION



Ric Campo
Chairman of the Port Commission



Dean E. Corgey
Commissioner



Clyde Fitzgerald
Commissioner



Stephen H. DonCarlos
Commissioner



Roy D. Mease
Commissioner



Wendy Montoya Cloonan
Commissioner



Cheryl D. Creuzot
Commissioner

PHA Personnel:

Roger H. Hoh, P.E. – Director, PCM

Barbara H. Smith – Project Manager

Oscar Zavala – Construction Manager

Brenda Ruiz – Business Equity

Yvette Camel-Smith – Director, Procurement

Tanika Chukwumerije – Manager, Contracts, Procurement

PHA Personnel:

Robert Rocha – Wage Rate Monitor

Dannenbaum Engineering, Corp.:

Michael Alberto - Consultant



Harris County Wage Rate Compliance & Requirements:

- Attendance at pre-bid/proposal meetings and preliminary meetings
- Review and approve weekly certified payroll records
- Monitor wage rate compliance
- Review claims of non-compliance from the field and recommend appropriate responses as required or permitted under the Wage Scale Act



BUSINESS EQUITY



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BUSINESS EQUITY S/MWBE INITIATIVE

- Business Equity Division provides resources to small, minority- and woman-owned businesses (S/MWBE) seeking to participate in Port Houston procurements and contracts.
- Port Houston promotes business opportunities for all sectors of the community and recognizes the importance of vendor and supplier diversity in its contracts.
- Port Houston has established an organizational 35% Small Business participation goal and a 30% Minority- and Woman Business Enterprise (MWBE) aspirational goal.

35%

SBE participation
goal

30%

MWBE aspirational
goal



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BUSINESS ENTERPRISE DEFINITIONS

Small Business Enterprise (SBE)

- Gross revenues or number of employees, averaged over the past three years does not exceed the size standards defined by SBA.
- The net worth of the owner must be less than \$1.32 million, excluding the owner's primary residence and assets of the business.

Minority Business Enterprise (MBE)

- At least 51% Owned by one or more Minority Individuals, or at least 51% of the equity is Owned by one or more Minority Individuals.
- Both the management and daily business operations are carried out and controlled by one or more of the Minority Individuals who own it.

Woman-Owned Business Enterprise (WBE)-

- At least 51% Owned by one or more Women, or at least 51% of the equity is Owned by one or more Women
- Both the management and daily business operations are carried out and controlled by one or more of the Women who own it.



CERTIFYING PARTNERS

- City of Houston *
- Houston Minority Supplier Development Council
- METRO *
- National Minority Supplier Development Council & Affiliates
- Small Business Administration 8(a) *
- South Central Texas Regional Certification Agency – SCTRCA *
- Texas Comptroller of Public Accounts – HUB Certification
- Texas Department of Transportation – TxDOT *
- Women’s Business Enterprise Alliance
- Women’s Business Enterprise National Council & Affiliates – WBENC

* No fee to apply



PORT HOUSTON S/MWBE ENROLLMENT DIRECTORY

How do I identify Port Houston enrolled small, minority- and woman-owned businesses (S/MWBE)?

Search for businesses in 2 easy steps:

1. Visit <https://porthouston.smwbe.com> Under the section on the left labeled Small, Minority- and Woman-Owned Business Directory and Online Application select the blue button labeled, "Find a S/MWBE Firm".

2. You will need to complete at least one of the fields in the popup window titled, Port Houston S/MWBE Enrollment Directory and Search.

<https://porthouston.smwbe.com/Default.asp?>

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THE INTERNATIONAL PORT OF TEXAS™

OUR MAIN SITE [CONTACTS AND SUPPORT](#)

PORT HOUSTON BUSINESS EQUITY COMPLIANCE SYSTEM

Log In

SMALL, MINORITY AND WOMAN OWNED BUSINESS DIRECTORY AND ONLINE APPLICATION
Search for small, minority, and woman-owned businesses enrolled in Port Houston's Business Equity Programs, and/or apply to become an enrolled small, minority or woman-owned business.

OUTREACH & PROGRAM NOTICES
Business Networking Events

Detailed Description
RSVP For An Event

SYSTEM TRAINING

Find a SMWBE Firm

GOOD FAITH EFFORTS- (GFE)



WHAT ARE GOOD FAITH EFFORTS (GFEs)?

“Good Faith Efforts” or “GFE” means efforts to achieve an SBE, MBE or WBE (as applicable) participation goal, which efforts, by their scope, intensity, and appropriateness, can reasonably be expected to fulfill the applicable Program requirement.



GFE- Good Faith Efforts (Attachment 10)

- If your bid meets the contract requirement, then you are encouraged to submit Good Faith Efforts.
- Good Faith Efforts are not required but are highly encouraged.
- If a bidder anticipates it cannot or will not meet the contract goal, and they do not submit GFE (attachment 10), they will be deemed Non-Responsive.
- GFEs must be submitted with the solicitation. GFE cannot be submitted after solicitation due date.



GFE- Good Faith Efforts (Attachment 10)

Example 1: The proposed S/MWBE subcontractor is waiting on notification of Certification approval.

Example 2: The proposed participation level is very close to the required Goal, and the Bidder desires a margin of safety.

Example 3: Port Houston's evaluation of the proposed participation level determines that the participation level that is counted is less than the level that the Bidder expects, with a result that the total participation level counted fails to meet the Contract Goal.



EVALUATING GFE- Good Faith Efforts (Attachment 10)

- Did Bidder attend pre-bid/pre-proposal meetings?
- Did Bidder ask questions about meeting Contract Goal, either at Pre-Proposal meeting or in BuySpeed's Q&A?
- Follow-up with S/MWSBEs attending the meetings to discuss subcontracting opportunities.
- Contact S/MWSBEs found on PHA online directory to discuss subcontracting opportunities.
- Advertise subcontracting opportunities in news media, general circulation, trade, professional association, and/or S/MWBE-focused traditional and social media regarding subcontracting opportunities?



EVALUATING GFE- Good Faith Efforts (Attachment 10)

- Conduct outreach with S/MWBE organizations no less than 10 business days before solicitation due date.
- Does the documentation show that Bidder provided interested S/MWBEs with adequate information about the project's plans, specifications, scope of work, and requirements?

DOCUMENT. DOCUMENT. DOCUMENT. DOCUMENT.



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BUSINESS EQUITY CONTRACT REQUIREMENTS

- Small Business Enterprise (SBE) required minimum participation 10%



PROCUREMENT



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PROCUREMENT

- No Contact Period – No communication between interested vendors and Port Houston staff during the active period.
 - Technical questions should be submitted via BuySpeed
 - Last day to submit questions: 7 days before due date August 10, 2022
- Responses are due no later than 11 a.m. on August 17, 2022
- Proposals must be submitted electronically via email to: procurementproposals@porthouston.com
- Use forms in the package
- Anticipated award date: September 27, 2022



EVALUATION CRITERIA

Port Houston will award the contract to the lowest, responsive, responsible bidder. Responsibility includes the following:

CRITERIA

Have the ability to comply with the required delivery or performance schedule, taking into consideration other business commitments

Have a satisfactory record of performance

Have a satisfactory safety and environmental record

Have satisfactory references

Have necessary facilities, equipment, material, personnel, organization, experience, authorizations, technical skills and financial resources to fulfill the terms of the contract



DOCUMENT CHECKLIST

Proposal Response form:
(Page 29 of CSP Document)

Page 2 of the
Proposal Response Form –
Required Attachments



PORT OF HOUSTON AUTHORITY Competitive Sealed Bid / Proposal Response

For detailed instructions regarding the completion of this Competitive Sealed Bid / Proposal Response form and other related forms, or the submission, evaluation, or ranking of proposals or bids, see Instructions to Respondents.

If Respondent Company Business Entity is privately held, please list all equity owners and their contact information: (If not enough room, list on separate sheet)	Name	Address	Telephone

Part C: Response Attachments

Complete and attach the following required documents to the Competitive Sealed Bid / Proposal Response in the order listed below. Except as noted below, all required attachments are due to be submitted as one package by the Response Due Date. Those noted below as not required by the Response Due Date are due to be submitted by 11:00 A.M. the day following the Response Due Date in a sealed envelope to the same address as the Response. Regardless of delivery method or circumstance, any Response received after the specified time and date will be returned to the Respondent unopened. Any Response submitted using forms other than those provided by the Port Authority, when such forms are provided, or excluding any of the documentation requested, may be rejected by the Port Authority.

Attach to Response	Provide by 11:00 A.M. Following Day	Attachment No.	Attachment Name ^[1]
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 01	Price Form, including Price Exhibit
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 02	Bid / Proposal Security (PHA Bid / Proposal Bond form, Cashier's Check*, or Certified Check*) ^[2]
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 03	Project Experience Form (Last 5 projects awarded & additional relevant experience)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 04	Professional References Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 05	Safety Record Data Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 06	Background Information Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 07	Work Breakdown Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 08	Small Business Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 09	Small Business Participation Letters of Intent
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 10	Small Business Participation Good Faith Effort
<input type="checkbox"/>	<input type="checkbox"/>	Attachment 11	Not Used
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment 12	Disclosure of Former Port Authority Employees
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Conflict of Interest Questionnaire

[1]: Except where noted otherwise by ***, each attachment submitted must be on the Port of Houston Authority form included in the Bid / Proposal Documents.

[2]: Cashier's Checks and Certified Checks must be drawn on banks insured by the F.D.I.C. Uncertified company or personal checks, money orders, cash or other forms of security are not acceptable. All Bid / Proposal Bonds must be furnished on the Port Authority's Bid / Proposal Bond form, provided in the Bid / Proposal Documents. Bid / Proposal Bonds must be executed by a corporate surety duly authorized and admitted to do business in the State of Texas and licensed by this State to issue surety bonds. The surety must be listed in the current issue of the Federal Register, Department of the Treasury list and must show adequate bonding capacity for the size of the proposed Port Authority project. The Port Authority will not accept bonds from surplus lines or Texas Lloyds Plan insurance companies. The Port Authority shall be the sole judge of the validity and adequacy of any and all bonds submitted.

SCOPE OF WORK OVERVIEW



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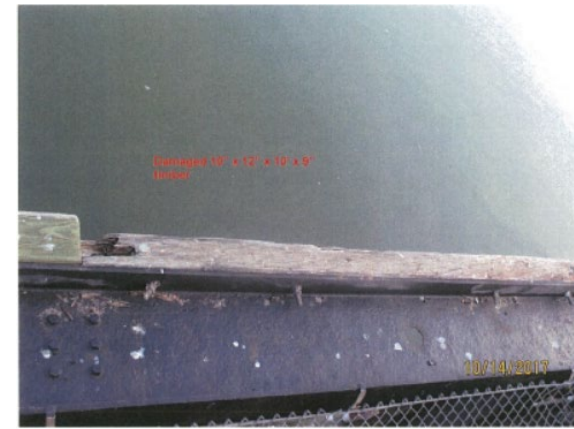
General Scope of Services

- **"On-Call" Project for Fender Panel System Refurbishment and Re-coating**
 - Refurbish BCT W21 Steel Pile/Wale Beam and Rubber Cylinder System Wharves 4, 5, and 6
 - Clean and Recoat Steel as required
 - Replace 10x12 and 12x12 Timber Fascia
 - Replace Safety Net
 - Replace defective bolts, shackles, chains, and padeyes and refurbish as required
 - Refurbish BCT Wharves 1, 2, and 3 and Bayport Wharves 1 to 5 Closed Box Fender Panels
 - Re-surface and Recoat Steel panels, hinges, padeyes, and pins
 - Replace Safety Net
 - Replace defective hardware, shackles, and chains



General Scope of Services (continued)

- Contractor shall be available on an "as-need" basis when called by PHA
- For each "call-out", the Contractor shall meet on-site for work task and milestone direction from PHA inspector
- Sequence of operations and access to work shall be per PHA direction as dictated by Special Conditions and other related Contract Documents and field direction
- Furnish all labor, materials, equipment, services and incidentals necessary to:
 - Access work areas above water with lifts, floats, barges, ladders, OSHA fall protection, etc. as required
 - Perform surface preparation on all exposed and obscured surfaces
 - Dismantle and reassemble parts as required to access surfaces or replace defective components



General Scope of Services (continued)

- Existing paint may contain lead-based paint or other toxic metals, therefore
 - Contractor is expected to comply with OSHA requirements for monitoring and adjust accordingly
 - And strictly comply with all Federal, State, and local laws and rules for handling and disposal
- Contractor is expected to comply with all preparation, application, testing, and submittal requirements noted in the Contract Technical Specifications
- Material Data sheets for all material shall be made available to PHA and material shall be handled accordingly

Respondents are to rely on their own estimates and material take-off for project bidding/proposing.



Site Visit Rules:

- No photographs – leave cell phones in your pocket or purses
- Stay with group
- PHA certified TWIC escorts must accompany individuals without a TWIC card
- Safety vests, hard hats, safety glasses are required
- No open-toes shoes
- Comply with your company's safety policy



QUESTIONS?

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