

# Pre-Proposal Conference:

## CSP-2186 Construction of Container Yards 4 North and 5 North of the 87 Acres of Container Yards at Barbours Cut Terminal

April 19, 2022

11 a.m.

**PORT HOUSTON**



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# **AGENDA**

1. Pre-Proposal Conference House Rules
2. Introductions
3. Harris County
4. Business Equity
5. Procurement Services
6. Selection Criteria
7. Project Scope
8. 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."



PHA Personnel:

Roger H. Hoh, P.E. – Director, PCM

Harvey Ross – Project Manager

Alex Lion – Construction Manager

Yvette Camel-Smith – Director, Procurement

Tanika Chukwumerije – Procurement Contract Manager

Bridget Elmore – Grants Program Manager

Gilda Ramirez – Director, Business Equity

Brenda Ruiz – Business Equity

Non-PHA Personnel:

(Robert Rocha) – Harris County Wage Rate Monitor



# 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. Cruzot**  
*Commissioner*



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## 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



## Highlighted Grant Requirements includes but not limited to:

- Grant Exhibits are included
- Davis-Bacon Wage Act (Federal \$15 min)
- Buy America
- Sam.gov Registration
- Sub-Contractor Compliance



# 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.



# BUSINESS EQUITY

All dollars awarded and committed to enrolled S/MWBEs count towards Port Houston's S/MWBE goals regardless of whether the individual solicitation includes criteria for small, minority, woman-owned business participation.



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# BUSINESS EQUITY 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



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# CERTIFYING PARTNERS

Small and M/WBEs must meet certain criteria and be certified with one of the following partner agencies:

- City of Houston \*
- Houston Minority Supplier Development Council
- METRO \*
- National Minority Supplier Development Council & Affiliate
- 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



## Local Presence

- Harris
- Montgomery
- Waller
- Ft. Bend
- Brazoria
- Galveston
- Chambers
- Liberty



# 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.

[www.porthouston.smwbe.com](https://www.porthouston.smwbe.com)

<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.

[Find a SMWBE Firm](#)

### OUTREACH & PROGRAM NOTICES

Business Networking Events

[Detailed Description](#)

[RSVP For An Event](#)

### SYSTEM TRAINING

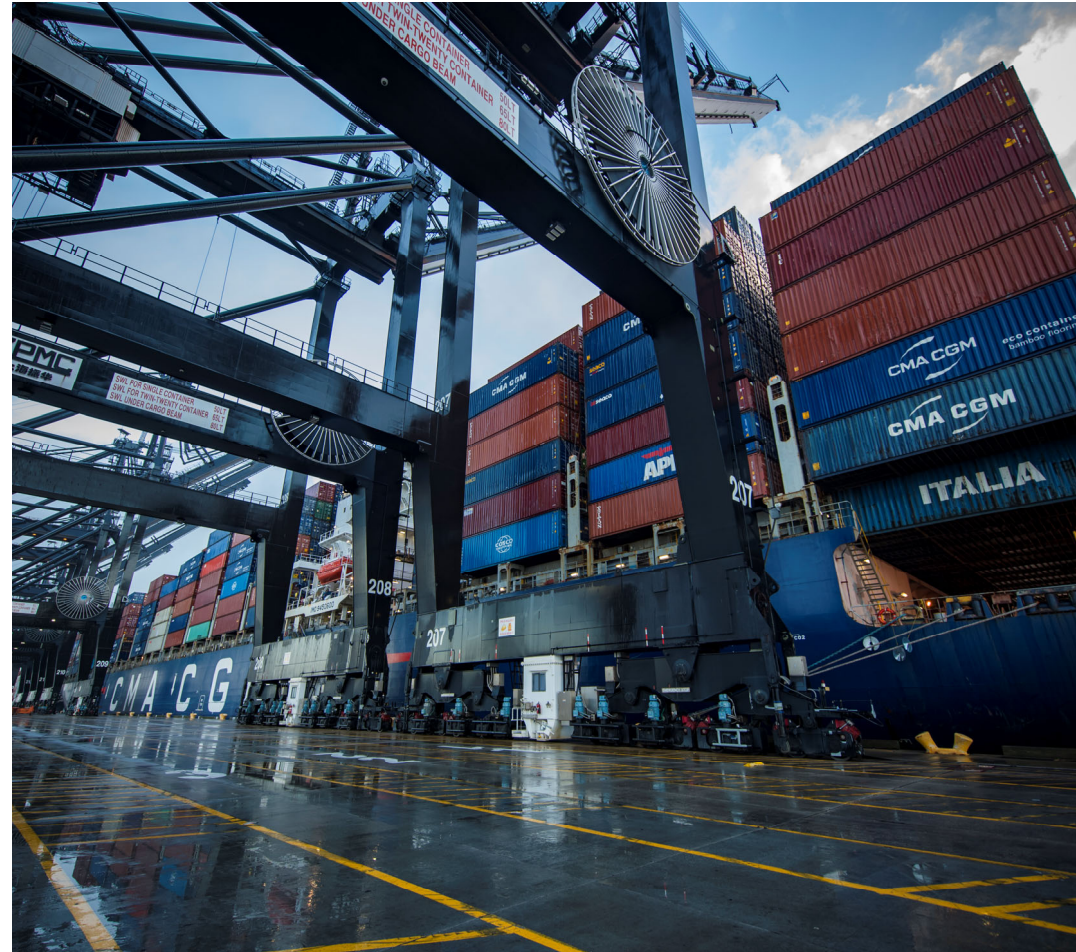


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# CONTRACTOR RESPONSIBILITIES

**Contractor is encouraged to and agrees it will endeavor to:**

- Placing qualified S/MWBE's on solicitation lists;
- Assuring that S/MWBE's are solicited whenever they are potential sources;
- Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by S/MWBE's;
- Establishing delivery schedules, where the requirement permits, which encourage participation by S/MWBE's;
- Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.



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# BUSINESS EQUITY CONTRACT REQUIREMENTS

- Small Business Enterprise (SBE) required minimum participation  
20% Pass/Fail



# 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 (6/1/2022)
- Responses are due no later than 11 a.m. on 6/8/2022
- Proposals must be submitted electronically via email to: [procurementproposals@porthouston.com](mailto:procurementproposals@porthouston.com)
- Use forms in the package
- Anticipated award date: 7/20/2022

## EVALUATION CRITERIA

Port Houston will select the provider of the services offering the **best value** to Port Houston. The criteria and relative weights that will be considered by Port Houston in evaluating each Response are as follows:

CRITERIA	RELATIVE WEIGHT (%)
Price	40
Vendor's Reputation, Quality of Services, Safety Record	25
Benefit to Port Authority	30
Overall Compliance with Port Authority Policies	5



# DOCUMENT CHECKLIST

Proposal Response form:  
(Page 31 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 <sup>[1]</sup>
<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*) <sup>[2]</sup>
<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

- Phasing;
- Grading, Stormdrain;
- Paving;
- Structural;
- Sewer and Firewater;
- Electrical;

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



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Procurement Services

Email: [procurement@porthouston.com](mailto:procurement@porthouston.com)

Phone: (713) 670- 2464

# QUESTIONS?

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