

Pre-Proposal Conference:

CSP-2236 Repair of Wharves 47, 48, and 1E at Turning Basin Terminal

May 24, 2022

10 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. 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. Cruzot
Commissioner



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PHA Personnel:

Roger H. Hoh, P.E. – Director, PCM

Eddy Kharrazi, P.E. – Project Manager

Oscar Zavala CM – Construction Manager

Brenda Ruiz – Business Equity

Yvette Camel-Smith – Director, Procurement

Dean Ainuddin – Manager, Contracts, Procurement

PHA Personnel:

Robert Rocha - Wage Rate Monitor



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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

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 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



Local Presence

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



TIPS TO INCREASE PARTICIPATION

- Establish relationships with S/MWBE's in advance
- Assuring that S/MWBEs are solicited whenever they are potential sources;
- Subdivide the work, when economically feasible, into smaller tasks or quantities to permit maximum participation by S/MWBE's;
- Use the Port of Houston Directory.
- Advertise opportunities
- Offer assistance and use 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.
- What subcontractors have you done business in the past and do they qualify



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

PORT HOUSTON
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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BUSINESS EQUITY CONTRACT REQUIREMENTS

- Minority Business Enterprise (MBE) required minimum participation 15% Pass/Fail
- Proposer must meet the minimum requirement or demonstrate its good faith efforts



GOOD FAITH EFFORTS



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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.

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/MWBEs attending the meetings to discuss subcontracting opportunities.
- Contact S/MWBEs 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.



DOCUMENTATION OF GFE

- Emails, and or copies of documentations sent
- Copies of communication to certified firms
- Phone logs with results of the contact. A phone contact list will NOT suffice. (dates, who, result)
- Negotiations made with certified firms.
- Copies of advertising.

DOCUMENT. DOCUMENT. DOCUMENT. DOCUMENT.



CREDIT FOR
PARTICIPATION BY
CERTIFIED S/MWBE'S AS
SUPPLIERS OF
MATERIAL



DEFINITIONS

“Commercially Useful Function” means Contract work that a Business controls and executes or for which it is directly responsible for executing by actually performing, managing, and supervising the work, including negotiating price, determining quality and quantity, ordering, installing, and paying for materials, supplies, and services as applicable.



COUNTING SUPPLIERS

Manufacturer, Regular Dealer, or Transportation Expediter.

In general, a supplier is a firm that supplies goods (materials and supplies) on a project. The amount of SBE, MBE, and WBE credit awarded to a firm for providing materials and supplies is based on whether the firm is acting as a manufacturer, regular dealer, or transaction expediter, as those terms are defined in this section, and is determined on a contract-by-contract basis.



COUNTING SUPPLIERS

Supplier – Manufacturer

A manufacturer is a firm that operates or maintains a factory or establishment that produces, on the premises, the materials, supplies, articles, or equipment required under the contract and of the general character described by the specifications.

Count 100% of the cost of materials/supplies

Count 100% of fees/commissions



COUNTING SUPPLIERS

Supplier – Regular Dealer

A regular dealer is a firm that owns, operates, or maintains a store, warehouse, or other establishment in which the materials, supplies, articles, or equipment of the general character described by the specifications and required under the contract are bought, kept in stock, and regularly sold or leased to the public in the usual course of business.

(A) To be a regular dealer, the firm must be an established, regular business that engages, as its principal business and under its own name, in the purchase and sale or lease of the products in question.

(B) A person may be a regular dealer in such bulk items as petroleum products, steel, cement, gravel, stone, or asphalt without owning, operating, or maintaining a place of business as the person both owns and operates distribution equipment for the products. Any supplementing of regular dealers' own distribution equipment shall be by a long-term lease agreement and not on an ad hoc or contract-by-contract basis.

Count 60% of the cost of materials/supplies

Count 100% of fees/commissions



COUNTING SUPPLIERS

Materials/Supplies –Transaction Expediter

Packagers, brokers, manufacturers' representatives, or other persons who arrange or expedite transactions.

Count -0- of the cost of Materials/Supplies

Count 100% of fees/commissions charged for assistance in the procurement of the materials and supplies.

Do not count the cost of fabrication, transportation of Materials/Supplies unless performed by Transaction Expediter.

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 (5/25/2022)
- Responses are due no later than 11 a.m. on 6/1/2022
- Proposals must be submitted electronically via email to: procurementproposals@porthouston.com
- Use forms in the package
- Anticipated award date: 7/26/2022

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	45
Vendor's Reputation, Quality of Services, Safety Record	25
Benefit to Port Authority	25
Overall Compliance with Port Authority Policies	5



DOCUMENT CHECKLIST

Proposal Response form:
(Page 32 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 Loyds 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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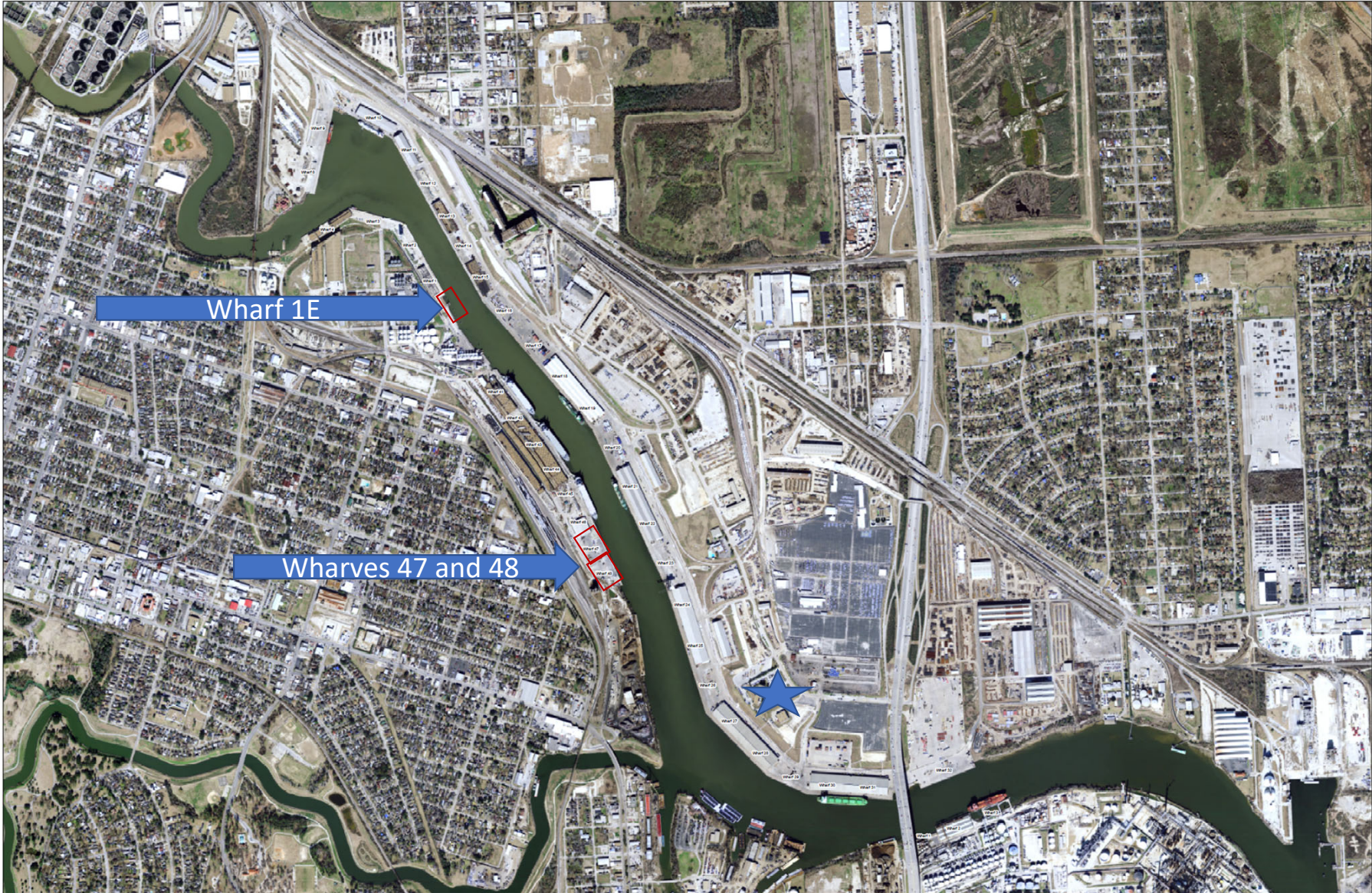


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Port Houston:

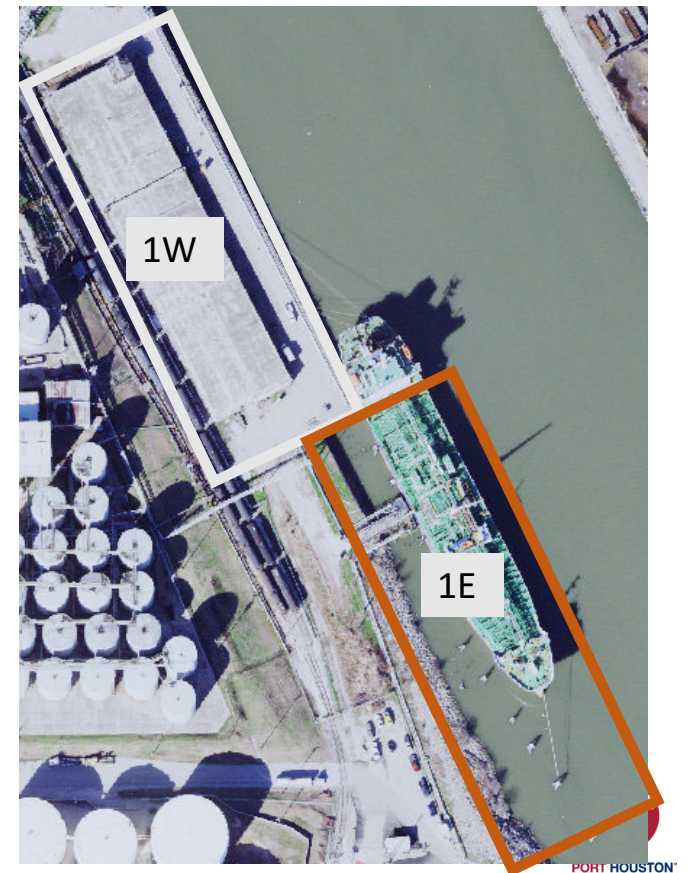
Repair Design of Wharves 47, 48, And 1E at Turning Basin Terminal

Project Manager: Eddy Kharrazi



CD01E – Jacob Stern T-head Dock

- T-head dock and substructure is in serious condition - Timber piles and steel batter piles damaged
- Fender system in poor condition – missing rubber absorption units
- Timber braces and guards with severe decay
- Dolphin / Mooring system in poor condition



CD01E – Jacob Stern T-head Dock



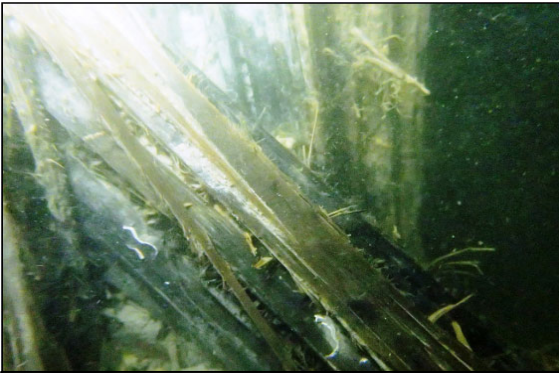
Timber pile broken at waterline



Broken steel batter pile



Breasting dolphin missing four fender units



Timber pile with severe abrasion at waterline



Broken timber brace



Timber brace with severe decay

CD47/48 – Empire Stevedoring

- Structural and berthing components in serious condition
- Fender system needs attention

Existing tenant's operations constrained if these docks are taken out for repair.



CD47/48 – Empire Stevedoring



CD47, spalling and deterioration of concrete pile



CD48, 1 fender with severe distortion and two missing fenders



CD48, deck beams with severe cross-sectional loss due to corrosion



CD47: Bay 1, deck underside with corroded reinforcing and one hole



CD48, deck underside with holes and exposed reinforcing with severe corrosion



Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

QUESTIONS?

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Thank you

