

CSP-3086 -PLACEMENT AREA MAINTENANCE

Pre-Proposal Meeting
February 15, 2024
11:00 a.m.

PORT HOUSTON



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AGENDA

1. Pre-Proposal Meeting House Rules
2. Introductions
3. Business Equity
4. Procurement Services
5. Selection Criteria
6. Project Scope
7. Questions



PRE-PROPOSAL MEETING 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 Teams Chat 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

- Leia Wilson– Director, Channel Infrastructure Operations
- Mollie Powell – Coordinator, Channel Infrastructure
- Yvette Camel-Smith – Director, Procurement
- Alberto Foster – Manager Contracts, Procurement
- Nicole Jones– Contract Administrator, Procurement
- Dr. Sabeeta Bidasie-Singh - Directory, Business Equity
- Brenda Ruiz – Business Equity Supplier Diversity Manager
- Eduardo Mejia – Compliance Analyst, Business Equity



PORT COMMISSION



Ric Campo
Chairman of the Port Commission



Dean E. Corgey
Commissioner



Clyde Fitzgerald
Commissioner



Stephen H. DonCarlos
Commissioner



Alan A. Robb
Commissioner



Wendy Montoya Cloonan
Commissioner



Cheryl D. Cruzot
Commissioner



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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.



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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.



OUR MAIN SITE

CONTACTS AND SUPPORT



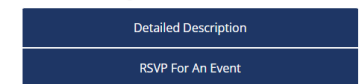
SMALL, MINORITY AND WOMAN OWNED BUSINESS DIRECTORY AND ONLINE APPLICATION

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



SYSTEM TRAINING

www.porthouston.smwbe.com



TIPS TO INCREASE S/MWBE PARTICIPATION

- Establish relationships with S/MWBEs in advance
- 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 subcontractor's have you done business in the past and do they qualify?



BUSINESS EQUITY CONTRACT REQUIREMENTS

This project goal is 35% SBE, weight 5 points.

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 (3/13/2024)
- Responses are due no later than 11 a.m. on 3/20/2024
- Proposals must be submitted electronically via email to: **procurementproposals@porthouston.com**
- Use forms in the package
- Anticipated award date: 4/23/2024

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:

Evaluation Criteria	Relative Weight (%)
Price	45
Reputation, Quality, Safety	25
Benefit to Port Authority	15
Overall Compliance with Port Authority Policies	10
Small Business Participation	5



SCOPE OF WORK OVERVIEW

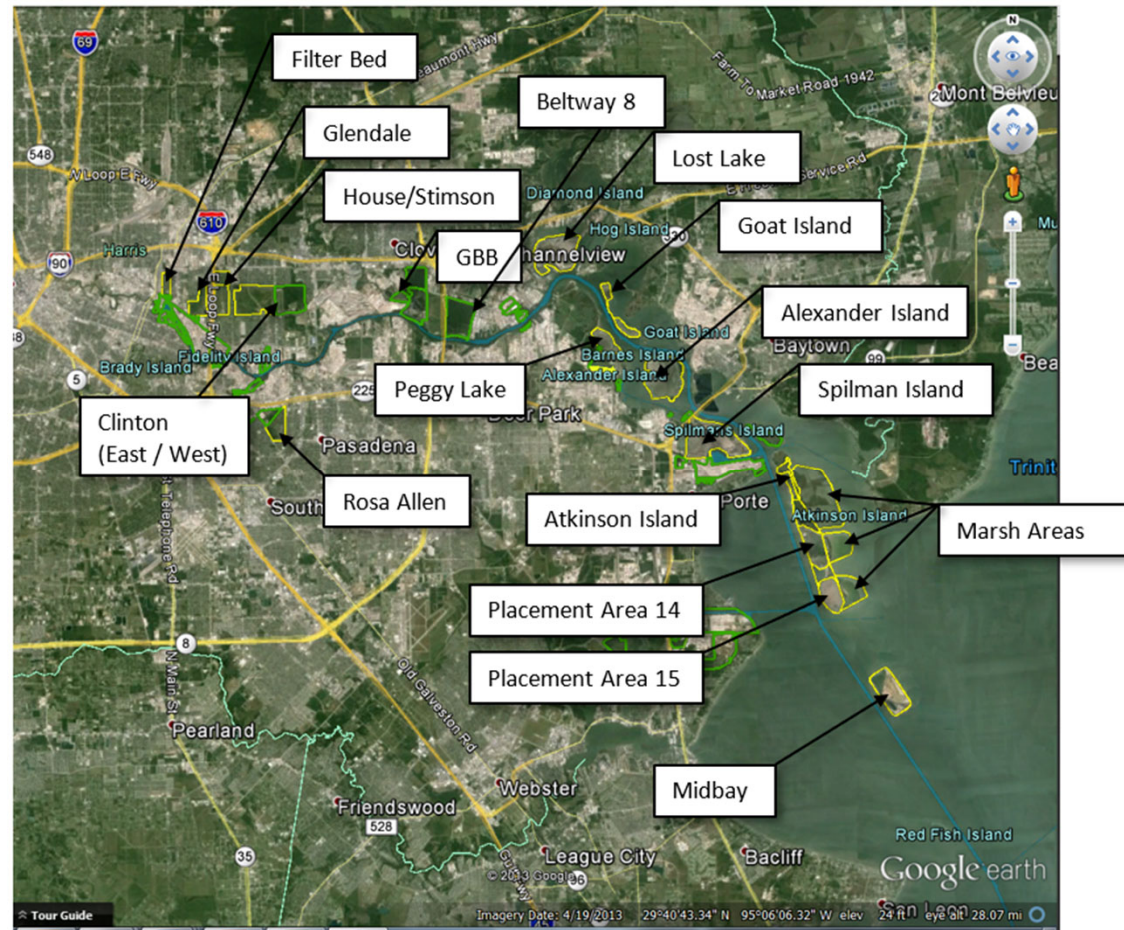


Project Scope

CSP-3086 -PLACEMENT AREA MAINTENANCE

Primary Project Components:

- Two Year Contract
- Weekly Inspections and Reporting
 - Mostly those with Land Access
- Monthly Inspections and Reporting
 - Mostly those with Water Access
- Mowing and Edging Grass
 - 4-5 times a year
- Trash Removal
- Other
 - Mosquito control, monitoring post dredge event, board removal, lab testing, community events, transportation



Sample Inspection Report

Inspection Form	
ID	8950
Inspector Name	[REDACTED]
Date of Inspection	2024-02-09 14:13:39
Start Time	2:13:39 PM
Weather Condition	81F
Select the Placement Area Name	Glendale
Placement Area notice:	
Are there evident construction activities on this site?	No



iForm
Business

Open



155 RATINGS

AGE

CATEGORY

DEVELOPER

4.4



4+

Years Old



Business



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What's New

[Version History](#)

Version 10.9.1

1mo ago

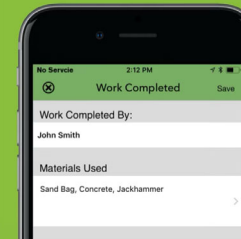
Fixed a crash that would occur when revoking specific device permissions.

Updated Korean localization.

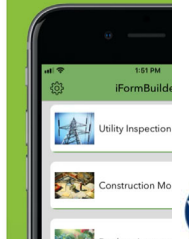
[more](#)

Preview

No Connection?
Collect your data Offline



Flexibility and fun
designed to suit a
variety of ind



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Project Scope

CSP-3086 -PLACEMENT AREA MAINTENANCE

- Weekly Inspections and Reporting
- Monthly Inspections and Reporting
 - PHA will provide downloadable app, vendor is required to provide a tablet to use the app
 - Date and Time
 - Weather conditions, location
 - Site conditions, maintenance that need to be addressed
 - Mowing, tree/brush removal performed
 - Photos, each corner of the property and items that need to be addressed
 - Tires, trash/waste pick-up and disposal
 - Mosquito control performed
 - Monitor no-trespassing signage
 - Monitoring post dredge activity for 60 days
 - TSS testing and board removal



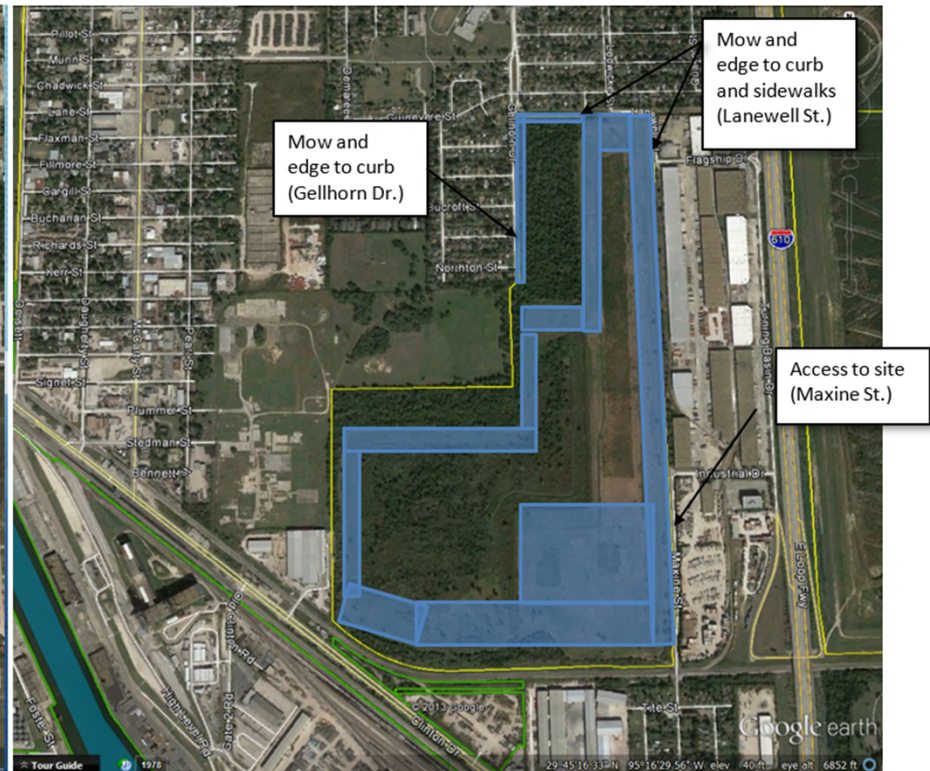
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Weekly Inspections / Mowing and Edging

Filter Bed Site



Glendale Site



Weekly Inspections / Mowing and Edging

House/Stimson and Clinton Sites:



Rosa Allen Site:



Monthly Inspections / Mowing

GBB Site:

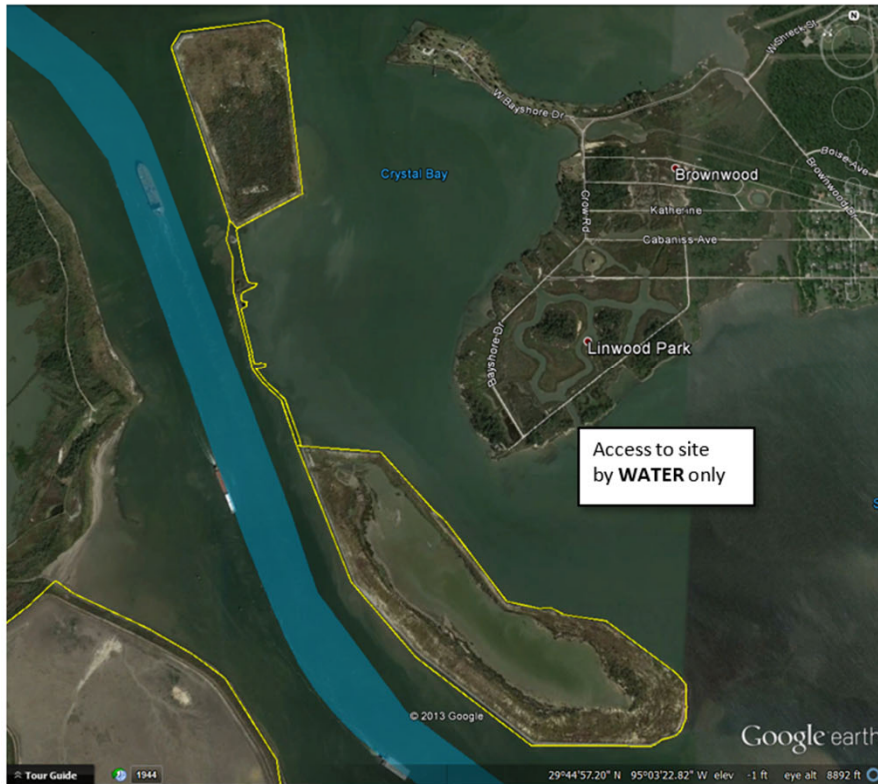


Lost Lake Site:



Monthly Inspections

Goat Island Site:



Peggy Lake Site:



Monthly Inspections

Alexander Island Site:



Spilman Site:

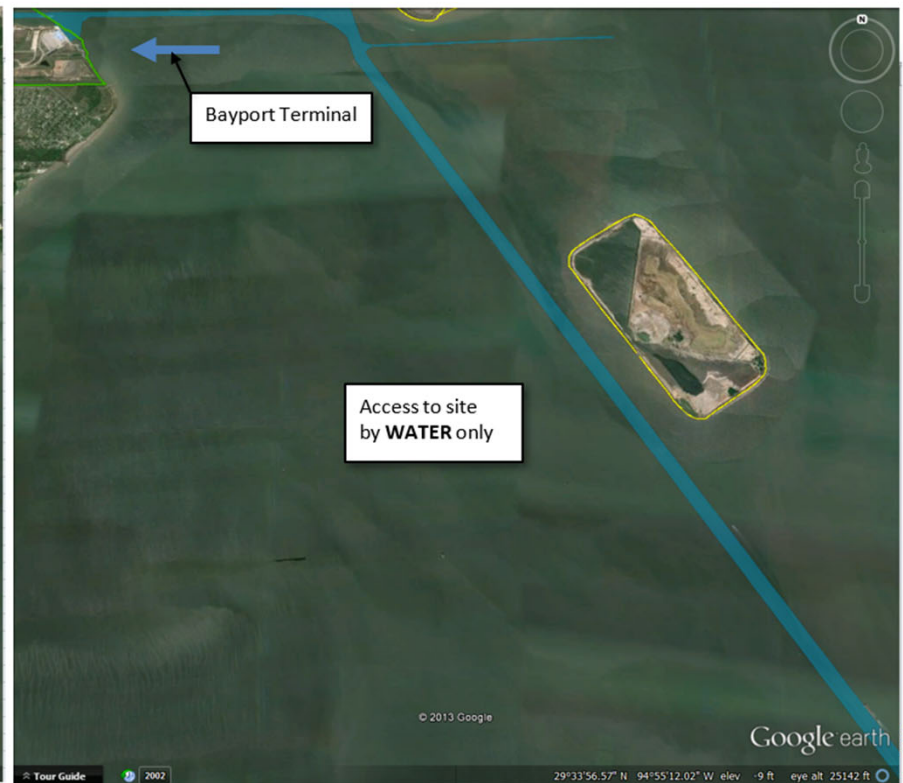


Monthly Inspections

Atkinson Island, Placement Areas 14 and 15, and Marsh Areas:



Midbay:



Mowing Only / No Monitoring

Beltway 8 Site:

- Mowing twice a year
- No Weekly or Monthly Inspection/Reporting required

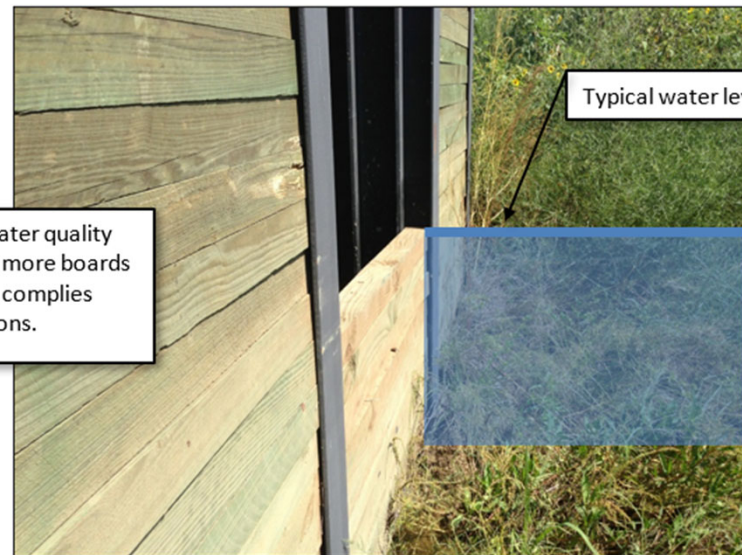


Spillbox Monitoring

Typical Spillbox



Vendor shall test water quality and remove one or more boards if the water quality complies with TCEQ regulations.



Typical water level

QUESTIONS?

Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>



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