



Port of Houston Authority

**DIVISIBLE REQUEST FOR QUALIFICATIONS
TO PERFORM
ANNUAL PROFESSIONAL CONSULTING SERVICES**

PRELIMINARY MEETING

August 16, 2016

DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

AGENDA

1. INTRODUCTION
2. BACKGROUND
3. SCOPES OF SERVICES
4. COMPLIANCE WITH PHA DOCUMENTATION
5. SUBMITTAL REQUIREMENTS
6. SELECTION PROCESS
7. QUESTIONS



DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

- PHA'S TEAM:

ROGER H. HOH, P.E. – DIRECTOR OF PROJECT AND CONSTRUCTION MANAGEMENT

PROJECT MANAGERS:

- ALVIN J. JACKSON, P.E.
- BARBARA SMITH, P.E.
- GUILLERMO “BILL” AGUIRRE, P.E.
- BRENDA C. TREVINO, P.E.



DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

- PHA'S TEAM:

BROCK LEWIS, P.E., CHIEF CONSTRUCTION MANAGER:

CONSTRUCTION MANAGERS:

- DON SMITH
- HARVEY ROSS
- NIKOLAS P. KOTSATOS, P.E.
- OSCAR ZAVALA, P.E.



DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

- PHA'S TEAM:

YVETTE CAMEL-SMITH – DIRECTOR OF PROCUREMENT

DAVID McNAMARA – LEGAL COUNSEL

PEDRO GONZALES, P.E. – MANAGER OF SMALL
BUSINESS

RENEA JARVIS – ADMINISTRATIVE MANAGER, PROJECT
& CONSTRUCTION MANAGEMENT



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This RFQ Is Divisible – Each Scope Category Will Be Evaluated Individually:

➤ Professional Services Scope Categories:

1. Building Projects
2. Concrete, Earthwork, and Demolition Projects
3. Wharf Structures Projects
4. Terminal Planning Projects
5. Electrical Engineering Projects
6. Construction Management (CM) Support Projects



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Potential Disciplines & Support Activities for Category 1, Building Projects

- Civil
- Structural
- MEP
- Communication
- Architectural
- Geotechnical
- Underground Utilities

- QA/QC
- Surveying
- CAD
- GIS
- Estimating
- Scheduling Analysis
- Agency Coordination



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Potential Disciplines & Support Activities for Category 2, Concrete, Paving, Earthwork, and Demolition Projects

- Civil
- Structural
- MEP
- Communication
- Geotechnical
- Hydraulics & Hydrology
- Underground Utilities
- QA/QC
- Surveying

- CAD
- GIS
- Estimating
- Scheduling Analysis
- Traffic Study
- Pavement Analysis
- Landscaping
- Agency Coordination



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Potential Disciplines & Support Activities for Category 3, Wharf Structures Projects

- Civil
- Structural
- MEP
- Communication
- Geotechnical
- Hydraulics & Hydrology
- Underground Utilities

- QA/QC
- Surveying
- CAD
- GIS
- Estimating
- Scheduling Analysis
- Agency Coordination



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Support Activities for Category 4, Terminal Planning Projects

- Terminal Layouts
- Crane Phasing Analysis
- Traffic & Capacity Analysis
- Yard Automation Simulation
- Utility layouts
- Capacity Analysis
- QA/QC

- Surveying
- CAD
- GIS
- Estimating
- Scheduling Analysis
- Agency Coordination



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Potential Disciplines & Support Activities for Category 5, Electrical Engineering Projects

- **Electrical Distribution Studies**
- **ETAP Analysis**
- **QA/QC**
- **Surveying**
- **CAD**
- **GIS**
- **Estimating**
- **Scheduling Analysis**
- **Agency Coordination**



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Potential Disciplines & Support Activities for Category 6, Construction Management Support Services

- **Construction Management**
- **Inspection Activities**
- **Project Controls Activities**
- **Surveying**
- **QA/QC**
- **CAD**
- **As-Built**
- **GIS**
- **Cost Estimating**
- **Scheduling Analysis**
- **Agency Coordination**



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➤ Scopes Of Services

▪ Professional Consulting Services For SC's 1-5:

- Preparation of Design Documents
- Other Related Support Activities
- Special Activities
- Preparation of Construction Documents
- Proposal and Construction Phase Services

▪ Professional Consulting Services For SC 6:

- Manage Construction Projects
- Schedule & Submittal Reviews,
- Liaison, Detail Reviews, As Built(s)



DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

2015 Actual Award Amounts

<u>2015 MSA GRAND TOTAL SUMMARY</u>				
		PARENT AWARDED	CHILD AWARDED	% COMMITTED
BUILDING		\$200,000	\$163,684	81.84%
CONCRETE, PAVING, EARTHWORK & DEMOLITION		\$600,000	\$540,545	90.09%
WHARF STRUCTURE		\$279,350	\$277,790	99.44%
TERMINAL PLANNING		\$200,000	\$154,070	77.04%
ELECTRICAL		\$100,000	\$46,380	46.38%
CONSTRUCTION MANAGEMENT SUPPORT		\$250,000	\$91,632	36.65%
GRAND TOTAL		\$1,629,350	\$1,274,101	78.20%



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2016 Actual Award Amounts (To Date)

<u>2016 MSA GRAND TOTAL SUMMARY</u>				
		PARENT AWARDED	CHILD AWARDED	% COMMITTED
BUILDING		\$200,000	\$72,584	36.29%
CONCRETE, PAVING, EARTHWORK & DEMOLITION		\$350,000	\$203,936	58.27%
WHARF STRUCTURE		\$250,000	\$100,265	40.11%
TERMINAL PLANNING		\$200,000	\$184,517	92.26%
ELECTRICAL		\$200,000	\$112,305	56.15%
CONSTRUCTION MANAGEMENT SUPPORT		\$500,000	\$500,000	100.00%
GRAND TOTAL		\$1,700,000	\$1,173,607	69.04%



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This RFQ Is Divisible – Each Scope Category Will Be Evaluated Individually:

➤ Submitting/Awarding of Scope Category Contracts

- Submit to Any Number of Scope Categories
- Award 1 or More Contracts for More than 1 Scope Category
- Multiple Contracts (to more than one Respondent) for an Individual Scope Category
- Contracts - 1 Year with the Option to Extend the Contract
- Selected Respondents will not be Guaranteed a Min or Max Amount of Work



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- Compliance with PHA Documents
 - Respondents Will Be Responsible for Adhering to PHA Guidance Documents.
 - Safety Orientation Program
 - Environmental Policy
 - Construction Management Guide
 - Consultant Guide (For Administration)
 - Design Manual
 - GIS Standards
 - CAD Standards



DIVISIBLE REQUEST FOR QUALIFICATIONS TO PERFORM ANNUAL PROFESSIONAL CONSULTING SERVICES

- Submittal Requirements for Selection
 - Format and Delivery Requirements
 - RFQ Due Date: Sept. 14, 2016 Before 11:00 A.M.
 - Late Submittals Will Not Be Evaluated
 - Ten (10) Hard Copies & 1 Electronic Copy



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➤ Submittal Requirements for Selection

■ Organization of Response

- Failure to Submit a Response in Compliance can Result in Reduced Scores.

TAB 1

- **GENERAL INFO**
- **3 PAGES MAX.**

TAB 2

- **FORMER EMPLOYEES**
- **1 PAGE MAX.**

TAB 3

- **PROOF OF LICENSES**
- **3 PAGES MAX.**

TAB's 4 – 9

- **Scope Categories**
- **10 PAGES MAX , EACH CATEGORY**



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➤ Submittal Requirements for Selection

■ Organization of Response

- ❑ Respondent shall indicate "**Not Proposing On**" for each Scope Category Tab not proposing on.
- ❑ Respondent Shall Provide the Following Information for Each Scope Category.
 - ✓ Experience and Reputation of the Respondent/Staff
 - ✓ Project Team Organization
 - ✓ Other Benefits



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➤ Selection Process

- PHA's Selection Process Will Select
 - Most Highly Qualified Provider(s) for Each Scope Category
 - Using Criteria and Relative Weight



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<u>CRITERIA</u>	<u>RELATIVE WEIGHT</u>
A. RESPONDENT'S REPUTATIONS AND QUALITY OF SERVICES	<u>35%</u>
B. PERSONNEL QUALIFICATIONS AND EXPERIENCE	<u>55%</u>
C. OVERALL COMPLIANCE WITH PORT AUTHORITY POLICIES	<u>10%</u>
<u>TOTAL</u>	<u>100%</u>



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➤ Selection Process

- PHA's Award Process
 - Professional Service Agreement (PSA) Exhibit 1
 - Master Service Agreement (MSA) Exhibit 2
 - A Combination of Both



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QUESTIONS?

