



PORT HOUSTON™

PORT HOUSTON

RFP-1778 Purchase of Used Shuttle Buses for Bayport Terminal

Jason Cox

Asst. Maintenance Manager, Bayport Terminal

March 8, 2021 @ 10 A.M.

Agenda

1. Pre-Proposal Conference House Rules
2. Port Commission
3. Small Business Development
4. Procurement Services
5. Scope
6. Q/A

Pre-Proposal Conference House Rules

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

Port Commission



Rick Campos
Chairman



Dean E. Corgey



Clyde Fitzgerald



Cheryl D. Creuzot



Stephen H. DonCarlos



Roy D. Mease



**Wendy Montoya
Cloonan**





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Port Houston:

Small Business Development



Pedro Gonzalez, Manager, Mentoring
Program



Small Business What Do We Do?

Small Business Development Program

- Provide opportunities for local small businesses to participate in contracting and procurement at Port Houston with 35% overall SB goal.
- Outreach Activities
- Business-to-Business Connections
- Industry Specific Forums
- Training & Development Initiatives
 - Port University
 - Inter-Agency Mentor Protégé Program



Small Business Enrollment

- Businesses must meet certain criteria and be certified with one of Port Houston's partner agencies
- Applies to all contracts over \$50,000
- Race-and gender-neutral program
- Restricted to local small businesses within the 8 counties surrounding Houston (Harris, Montgomery, Waller, Brazoria, Ft. Bend, Galveston, Chambers, Liberty)
- The size of the business must not exceed Code of Federal Regulations 49 CFR §26.67 or 13 CFR §124 for small business owners. Visit www.sba.gov/size for more information.
- Net worth of the owner must be less than \$1.32 million, excluding the owner's primary homestead and assets of the business.

Small Business & Local Business Criteria

Small Business Requirement:

- Target Participation: EXEMPT

Local Business Participation:

- Respondent's proposed price must be w/in 3 percent of lowest proposed price
- 3 points



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Port Houston:

Procurement Services



Tanika Chukwumerije, Manager Contract

Procurement

- No Contact Period-No communication between interested vendors and PHA staff during the active period
 - Technical questions should be submitted via BuySpeed
 - Proposal submittal questions should be submitted to:
procurement@porthouston.com
- Responses are due no later than 11 a.m. on 3/24/2021
- Proposals must be submitted electronically via email to:
procurementproposals@porthouston.com
- Anticipated award date: 4/27/2021

Procurement (Cont.d)

Evaluation Criteria

The Port Commission will award the contract to the Respondent whose Response provides the best value in consideration of the evaluation factors set forth below.

Evaluation Criteria	Relative Weight %
Price	30
Vendor's Reputation, Quality of Services and/or Product, Safety Record	20
Benefit to Port Authority	40
Overall Compliance with Port Authority Policies and Instructions	7
Local Business Participation	3
TOTAL	100

Procurement (Cont.d)

Proposal Response form:
(Page 16 of solicitation)

- Page 2 of the Proposal Response Form— Required Attachments



PORT OF HOUSTON AUTHORITY Proposal Response

NEXT GENERATION ENTERPRISE RESOURCE PLANNING (ERP) PROGRAM, PHASE 11: PLANNING
For detailed instructions regarding the completion of this 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: <i>(If not enough room, list on separate sheet)</i>	Name	Address	Telephone

Part C: Response Attachments

Complete and attach the following required documents to the Proposal Response in the order listed below. All required attachments are due to be submitted as one package by the Response Due Date. 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 PHA, when such forms are provided, or excluding any of the documentation requested, may be rejected by PHA.

Attach to Response	Attachment No.	Attachment Name ^[1]
✓	Attachment 01	Price Form, including Price Exhibit
✓	Attachment 02	Services Experience Form
✓	Attachment 03	Professional References Form
✓	Attachment 04	Background Information Form
✓	Attachment 05	Additional Response Submittals*
✓	Attachment 06	Disclosure of Former Port Authority Employees Form
✓	Attachment 07	Work Breakdown Form
✓	Attachment 08	Small Business Plan
✓	Attachment 09	Small Business Participation Letters of Intent
✓	Attachment 10	Small Business Participation Good Faith Effort
✓	Attachment 11	Safety Record Data Form
✓	Attachment 12	Conflict of Interest Questionnaire
☐	_____	Other Enter item or "n/a"

[1]: Except where noted otherwise by "*", each attachment submitted must be on the Port of Houston Authority form included in the proposal documents.



PORT HOUSTON™

Port Houston:

Bayport Maintenance



Jason Cox

Asst. Maintenance Manager, Bayport Terminal



General Scope Details

- EEBA Type II Transit Bus
- 15 passenger-No luggage rack
- Perimeter seating
- Min. 5.4 liter, V8 gasoline engine
- A/C & heat
- Exterior body width must be 84” or less
- Exterior body length must be 288” or less
- All safety equipment must be intact & functional

See Technical Specifications (page 36) for additional details



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THE INTERNATIONAL PORT OF TEXAS™



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www.porthouston.com