

Pre-Proposal Meeting:

RFQ-3040: DESIGN OF FENDER SYSTEM AT WHARF 2 AT TURNING BASIN TERMINAL

January, 4 2024

10:00 a.m.

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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:

Roger Hoh – Director, Project & Construction Management

Derek Garrett– Project Manager, Project & Construction Management

Yvette Camel-Smith – Director, Procurement Services

Alberto Foster– Manager Contracts, Procurement Services

Tanika Chukwumerije – Manager Contracts, Procurement

Dr. Sabeeta Bidasie-Singh - Director, Business Equity

Brenda Ruiz – Manager, Business Equity

Eduardo Mejia – Compliance Analyst, Business Equity



PORT COMMISSION



Ric Campo
Chairman of the Port Commission



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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.

The screenshot shows the top navigation bar with the Port Houston logo and the text "PORT HOUSTON THE INTERNATIONAL PORT OF TEXAS". To the right are links for "OUR MAIN SITE" and "CONTACTS AND SUPPORT". The main header features a large image of a port with cranes and a ship, overlaid with the text "PORT HOUSTON BUSINESS EQUITY COMPLIANCE SYSTEM" and a "Log In" button. Below the header, there are three main sections: "SMALL, MINORITY AND WOMAN OWNED BUSINESS DIRECTORY AND ONLINE APPLICATION" with a "Find a SMWBE Firm" button (indicated by an orange arrow), "OUTREACH & PROGRAM NOTICES" with sub-sections for "Business Networking Events" (containing "Detailed Description" and "RSVP For An Event" buttons) and "SYSTEM TRAINING".

www.porthouston.smwbe.com



BUSINESS EQUITY CONTRACT REQUIREMENTS

This project does not have any Business Equity requirements.

TIPS TO INCREASE S/MWBE PARTICIPATION

- Establish relationships with S/MWBE's 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?



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 (1/10/2024)
- Responses are due no later than 11 a.m. on 1/17/2024
- Proposals must be submitted electronically via email to: procurementproposals@porthouston.com
- Use forms in the package
- Anticipated award date: 3/26/2024

EVALUATION CRITERIA

Port Houston will select the **most highly qualified** provider of the services based on **demonstrated competence and qualifications**. The following criteria and relative weights will be considered by Port Houston in evaluating each Response:

Evaluation Criteria	Relative Weight (%)
Respondent's Reputation and Quality of Services	40
Personnel Qualifications and Experience	45
Performance Plan and Other Benefits	10
Overall Compliance with Port Houston Policies	5



SCOPE OF WORK OVERVIEW



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SCOPE OF WORK

- **Design a fender system that is similar to the fender recently install at Wharf 1 in the Turning Basin**
- **Research and present engineering options to connect the Fender at Wharf 1 to Wharf 2 or have a break in Fender**
- **Provide Construction Phase support, answer submittals, and Bid Phase Support**



SCOPE OF WORK



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Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>

QUESTIONS?

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