

RFQ-3132 DESIGN OF INTERIM PARKING LOT AT BARBOURS CUT TERMINAL EAST END

Pre-Proposal Meeting
March 7, 2024
1:30 p.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
- Corrie Yaw – Project Manager, Project & Construction Management
- Yvette Camel-Smith – Director, Procurement
- Tanika Chukwumerije – Contracts Manager, Procurement
- Alexis King – Contract Administrator, Procurement
- Dr. Sabeeta Bidasie-Singh - Director, Business Equity
- Brenda Ruiz – Business Equity Supplier Diversity Manager



PORT COMMISSION



Ric Campo
Chairman of the Port Commission



Dean E. Corgey
Commissioner



Clyde Fitzgerald
Commissioner



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Commissioner



Cheryl D. Creuzot
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.

35%

SBE participation
goal

30%

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.

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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

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 does not have any Business Equity requirements.



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: 5/21/2024



EVALUATION CRITERIA

Port Houston will select the **most highly qualified** provider of the services requested on the basis of **demonstrated competence and qualifications**. The criteria and relative weights that will be considered by Port Houston in evaluating each Response are as follows:

Evaluation Criteria	Relative Weight (%)
Respondent's Reputation and Quality of Services	35
Personel, Qualifications and Experience	30
Performance Plan and Other Benefits	30
Overall Compliance with Port Authority Policies	5



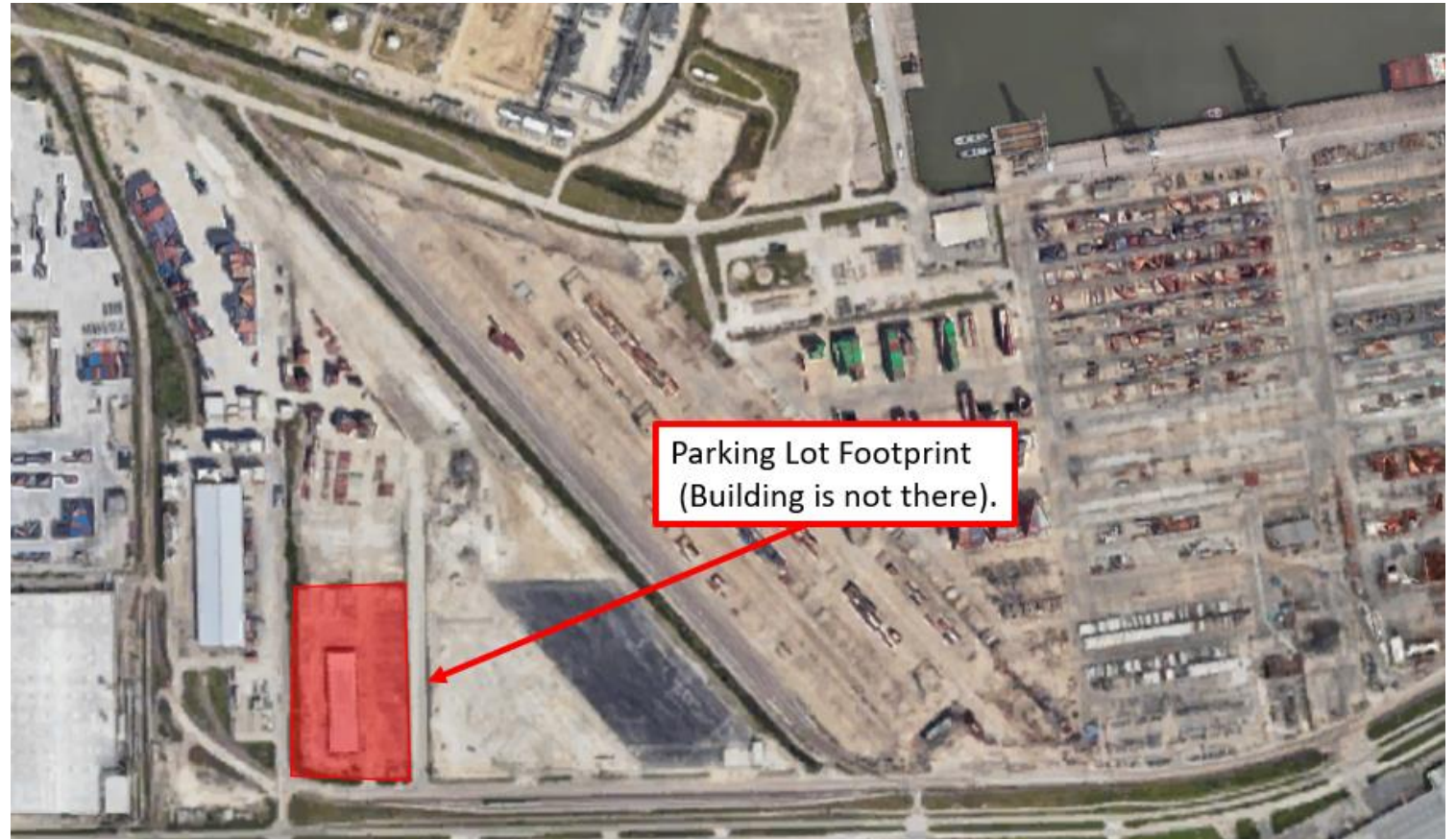
SCOPE OF WORK OVERVIEW



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Project Location

- Project is located at the west end of the Barbour's Cut Container Terminal



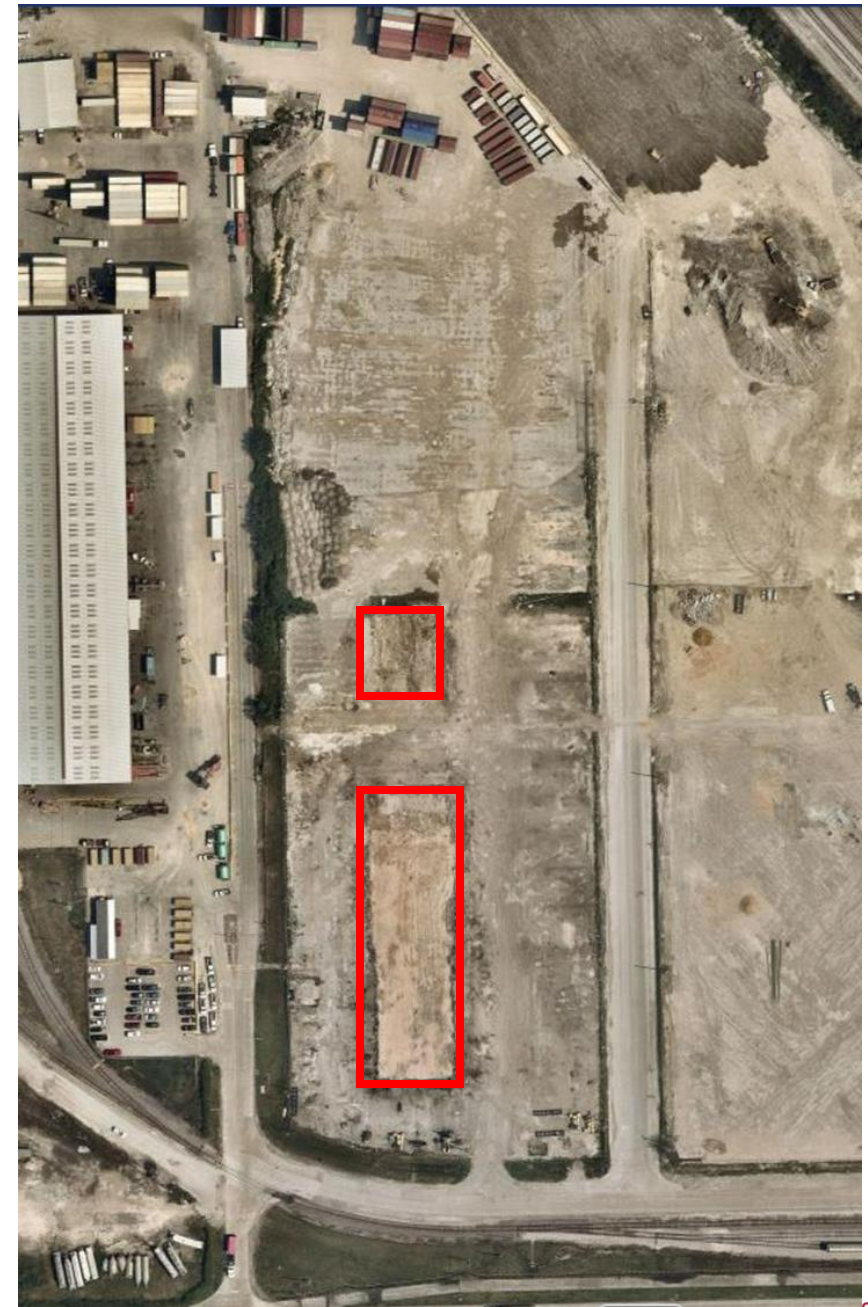
Project Description

- Gravel Parking Lot
- Capacity – 250 personal vehicles
- SOW to Include:
 - Design for the lot
 - Earthwork/Geotech
 - Electrical and Fiber
 - Lighting
 - New turnstile location along secured perimeter
 - Striping
 - Crosswalk



Existing Site Condition

- The existing surface is comprised of crushed pavement with low spots throughout
- There are two building footprints sitting at a lower elevation
- Site is outside of the secured terminal



Additional Site Photos



Overall Scope of Work

- Necessary Investigation and Condition assessment of the existing project conditions
- Design for the new gravel lot and associated utilities
- Prepare interim and final construction cost estimates
- Provide all documents for construction package advertisement, including but not limited to plan drawings, technical specifications, bid tab, and submittal register
- Provide bid and construction phase services
- Final close-out documents including as-builts



QUESTIONS?

Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>



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