

CSB-3219 PAVEMENT, DRAINAGE IMPROVEMENTS, AND DUST CONTROL AT TURNING BASIN TERMINAL

Pre-Proposal Meeting
May 30, 2024
9:00 a.m.

PORT HOUSTON



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AGENDA

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



PRE-BID 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 and Construction Management
- Raul Rodriguez – Project Manager
- Yvette Camel-Smith – Director, Procurement
- Tanika Chukwumerije – Manager Contracts, Procurement
- Alexis King– Contract Administrator, Procurement
- Dr. Sabeeta Bidasie-Singh - Director, Business Equity
- Brenda Ruiz – Business Equity Supplier Diversity Manager
- Eduardo Mejia – Compliance Analyst, Business Equity



Harris County Wage Rate Compliance & Requirements:

- Attendance at pre-bid/proposal meetings and preliminary meetings
- Review and approve weekly certified payroll records
- Monitor wage rate compliance
- Review claims of non-compliance from the field and recommend appropriate responses as required or permitted under the Wage Scale Act



PORT COMMISSION



Ric Campo
Chairman of the Port Commission



Dean E. Corgey
Commissioner



Clyde Fitzgerald
Commissioner



Stephen H. DonCarlos
Commissioner



Wendy Montoya Cloonan
Commissioner



Alan Robb
Commissioner



Thomas Jones, Jr.
Commissioner

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 \$2.047 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.

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



BUSINESS EQUITY CONTRACT REQUIREMENTS

- Required minimum 30% Small Business Enterprise (SBE) participation
- To be evaluated you must meet the required minimum 30% SBE or demonstrate Good Faith Efforts.



GOOD FAITH EFFORTS- (GFE)



WHAT ARE GOOD FAITH EFFORTS (GFEs)?

“Good Faith Efforts” or “GFE” means efforts to achieve an SBE, MBE or WBE (as applicable) participation goal, which efforts, by their scope, intensity, and appropriateness, can reasonably be expected to fulfill the applicable Program requirement.



GFE- Good Faith Efforts (Attachment 10)

- If your bid meets the contract requirement, then you are encouraged to submit Good Faith Efforts.
- Good Faith Efforts are not required but are highly encouraged.
- If a bidder anticipates it cannot or will not meet the contract goal, and they do not submit GFE (attachment 10), they will be deemed Non-Responsive.
- GFEs must be submitted with the solicitation. GFE cannot be submitted after solicitation due date.



GFE- Good Faith Efforts (Attachment 10)

Example 1: The proposed S/MWBE subcontractor is waiting on notification of Certification approval.

Example 2: The proposed participation level is very close to the required Goal, and the Bidder desires a margin of safety.

Example 3: Port Houston's evaluation of the proposed participation level determines that the participation level that is counted is less than the level that the Bidder expects, with a result that the total participation level counted fails to meet the Contract Goal.



EVALUATING GFE- Good Faith Efforts (Attachment 10)

- Did Bidder attend pre-bid/pre-proposal meetings?
- Did Bidder ask questions about meeting Contract Goal, either at Pre-Proposal meeting or in BuySpeed's Q&A?
- Follow-up with S/MWSBEs attending the meetings to discuss subcontracting opportunities.
- Contact S/MWSBEs found on PHA online directory to discuss subcontracting opportunities.
- Advertise subcontracting opportunities in news media, general circulation, trade, professional association, and/or S/MWBE-focused traditional and social media regarding subcontracting opportunities?



EVALUATING GFE- Good Faith Efforts (Attachment 10)

- Conduct outreach with S/MWBE organizations no less than 10 business days before solicitation due date.
- Does the documentation show that Bidder provided interested S/MWBEs with adequate information about the project's plans, specifications, scope of work, and requirements?

DOCUMENT. DOCUMENT. DOCUMENT. DOCUMENT.



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DOCUMENTATION OF GFE

- Emails, and or copies of documentations sent
- Copies of communication to certified firms
- Phone logs with results of the contact. A phone contact list will NOT suffice. (dates, who, result)
- Negotiations made with certified firms.
- Copies of advertising.

DOCUMENT. DOCUMENT. DOCUMENT. DOCUMENT.



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?



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 (6/11/2024)
- Responses are due no later than 11 a.m. on 6/18/2024
- Bids must be submitted electronically via email to:
procurementproposals@porthouston.com
- Bid bond-5% Total Amount Bid
- Nondivisible Procurement
- Use forms in the package
- Anticipated award date: 7/22/2024



EVALUATION CRITERIA

I. Small Business Participation: Required Level (Minimum)30%

Bidders who do not meet the above minimum threshold will not be evaluated

II. Port Commission will award the contract to the **responsible** bidder submitting the **lowest and best bid**. In determining whether a bidder qualifies as “responsible” (i.e., eligible for award), a number of factors, including but not limited to the following, may be considered. A responsible bidder should:

1. have the ability to comply with the required delivery or performance schedule, taking into consideration other business commitments;
2. have a satisfactory record of performance and integrity;
3. have a satisfactory safety and environmental record;
4. have satisfactory references; and
5. have the necessary facilities, equipment, material, personnel, organization, experience, authorizations, technical skills, and financial resources to fulfill the terms of the contract for the project.



SCOPE OF WORK OVERVIEW

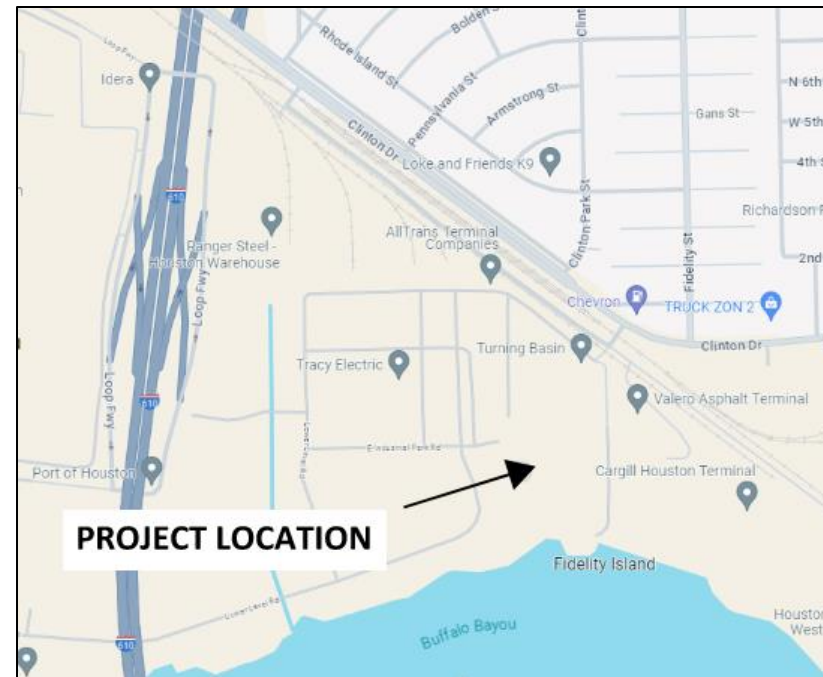


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Project Scope

Overview

This project will consist of repairing drainage issues, improving existing drainage systems, and repairing Yards 27D Industrial Park East within the Port Authority's Turning Basin Terminal



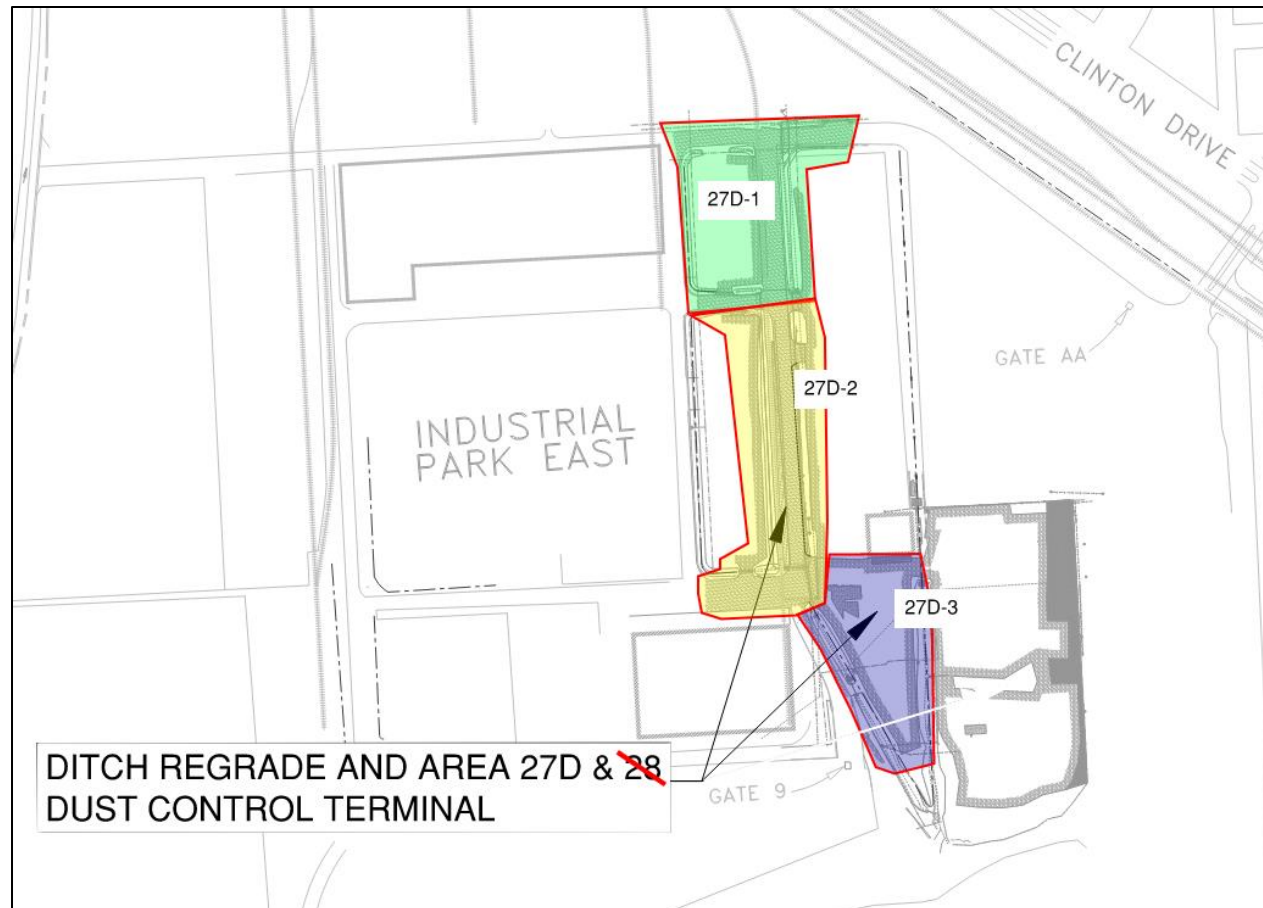
VICINITY MAP



Project Scope

Site, Highlights and New Information

NOTICE OF FUTURE ADDENDA: There will be a revised price exhibit and plans provided by MAY 31, 2024



Project Scope

Contractor Key Points

1. Contractor shall always maintain drainage during construction
2. Contractor shall always maintain access to driveways and side streets during construction
3. While performing the job, the contractor must apply traffic control measures, including the shutdown of the main road
 1. With proper coordination and reasonable notice to the port authority's project and construction management department
4. During construction, the contractor will work on and adjacent to railroad tracks operated by the Port Terminal Railroad Association. All Proposers shall familiarize themselves with the flagging rules of said railroad before submitting Proposals



QUESTIONS?

Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>



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