

# CSP-3460 MEMORIAL TRACT CLEARING AND GRUBBING

Pre-Proposal Meeting  
January 7, 2025  
10:00 a.m.

**PORT HOUSTON**



PORT HOUSTON

# 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
- Josh Keller– Project Manager, Project & Construction Management
- Godly Sunny – Project Manager, Project & Construction Management
- Sommer Freeman – Assistant Contract Manager, Procurement
- Alexis King – Contract Administrator, Procurement
- Dr. Sabeeta Bidasie-Singh - Directory, Business Equity
- Brenda Ruiz – Business Equity Supplier Diversity Manager

## Non PHA Personnel:

- Robert Rocha – Harris County Wage Rate Monitor





## 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*



**Alan A. Robb**  
*Commissioner*



**Wendy Montoya Cloonan**  
*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 \$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.

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](https://www.porthouston.smwbe.com)



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# BUSINESS EQUITY CONTRACT REQUIREMENTS

This project has a 25% SBE target goal, with a weight of 10 points.

There are no MWBE requirements for this project.





# 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 (01/15/2025)
- Responses are due no later than 11 a.m. on 01/22/2025
- Proposals must be submitted electronically via email to:  
**[procurementproposals@porthouston.com](mailto:procurementproposals@porthouston.com)**
- Use forms in the package
- Anticipated award date: 02/19/2025



# **EVALUATION CRITERIA**

Port Houston will select the provider of the services offering the best value to Port Houston. The criteria and relative weights that will be considered by Port Houston in evaluating each Response are as follows:

Evaluation Criteria	Relative Weight (%)
Price	40
Vendor's Reputation, Quality, Safety and Environmental Record	30
Benefit to Port Authority	15
Overall Compliance with Port Authority Policies	5
Small Business Participation	10





# SCOPE OF WORK OVERVIEW

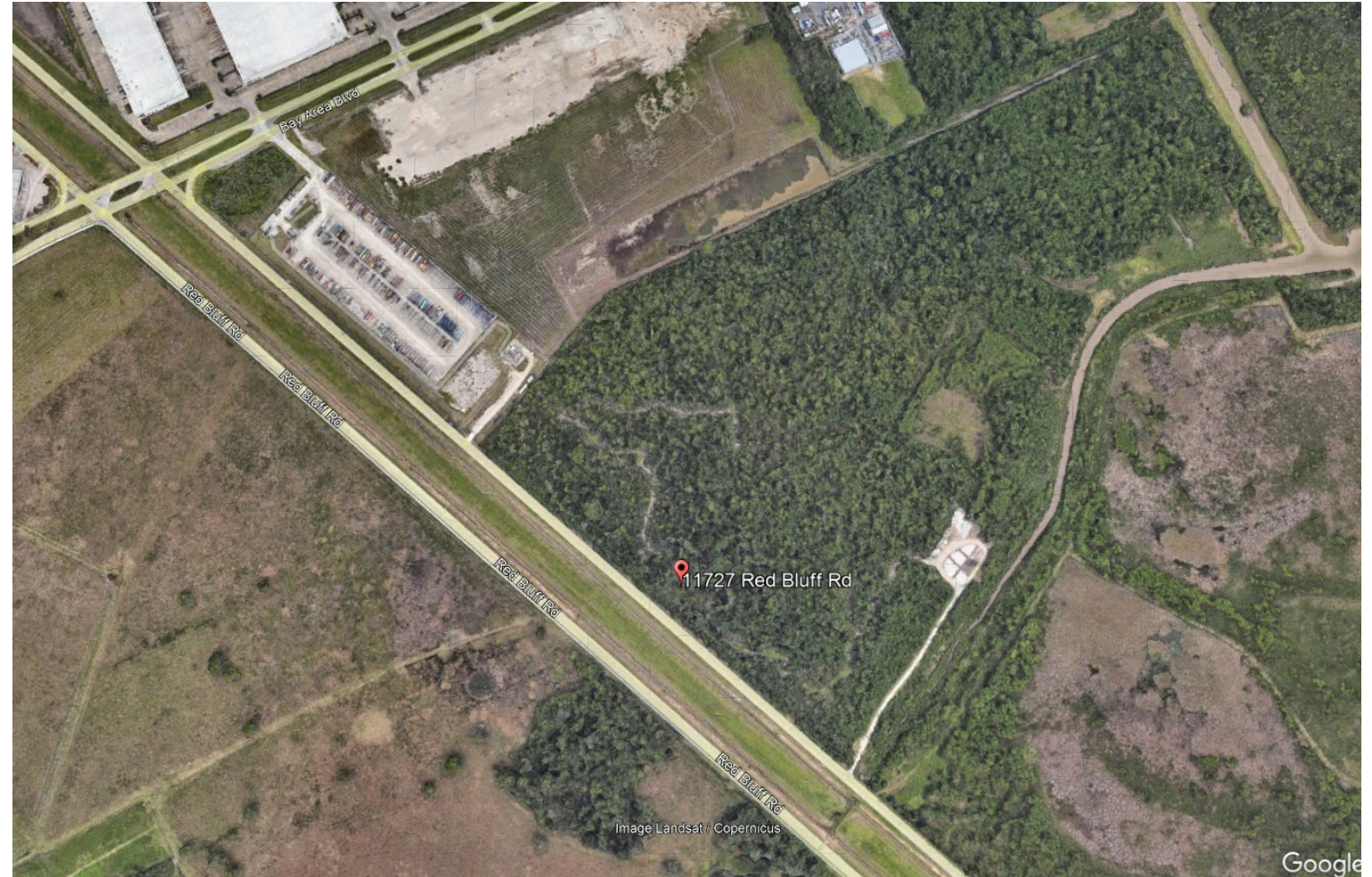
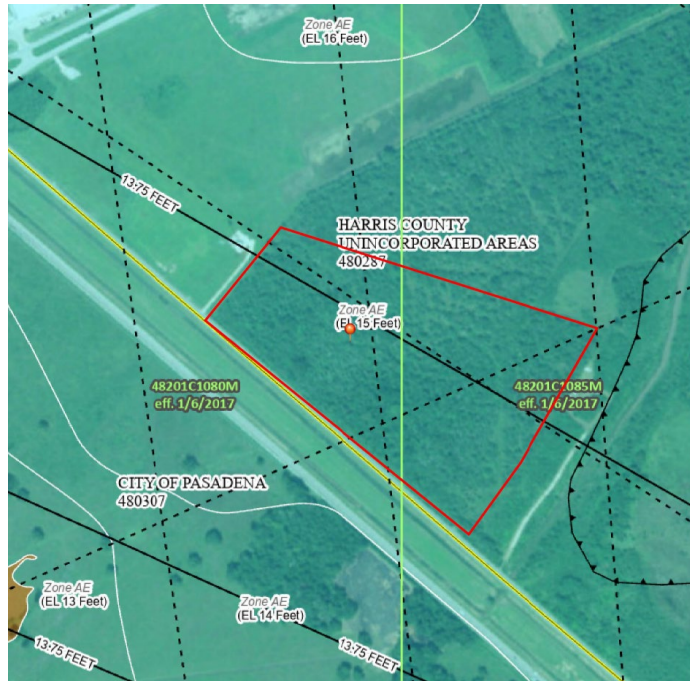


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# PROJECT SCOPE

- Site is located at south of the intersection of Red Bluff Road and Bay Area Boulevard.



Google



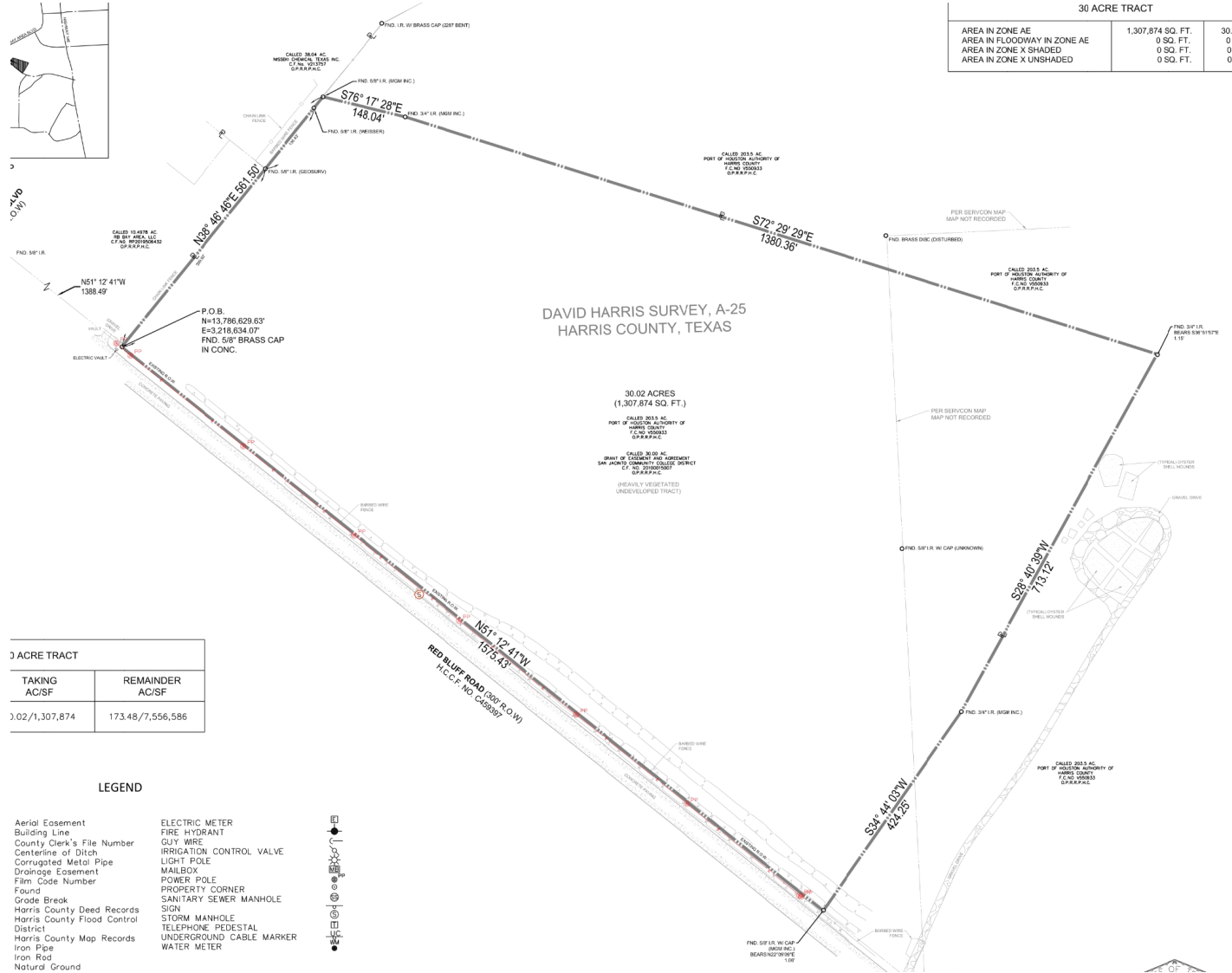
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# PROJECT SCOPE

- The property consists of approximately 30 acres of land to be developed.
- As part of this pre-development project contractor will perform -
  - a) clearing of vegetation, grubbing, cutting, filling with acceptable soil to proposed elevations,
  - b) grading,
  - c) draining, and
  - d) placing stormwater controls.



# PROJECT SCOPE



AREA IN ZONE AE	1,307,874 SQ. FT.	30.0
AREA IN FLOODWAY IN ZONE AE	0 SQ. FT.	0 A
AREA IN ZONE X SHADED	0 SQ. FT.	0 A
AREA IN ZONE X UNSHADED	0 SQ. FT.	0 P

TAKING AC/SF	REMAINDER AC/SF
3.02/1,307,874	173.48/7,556,586

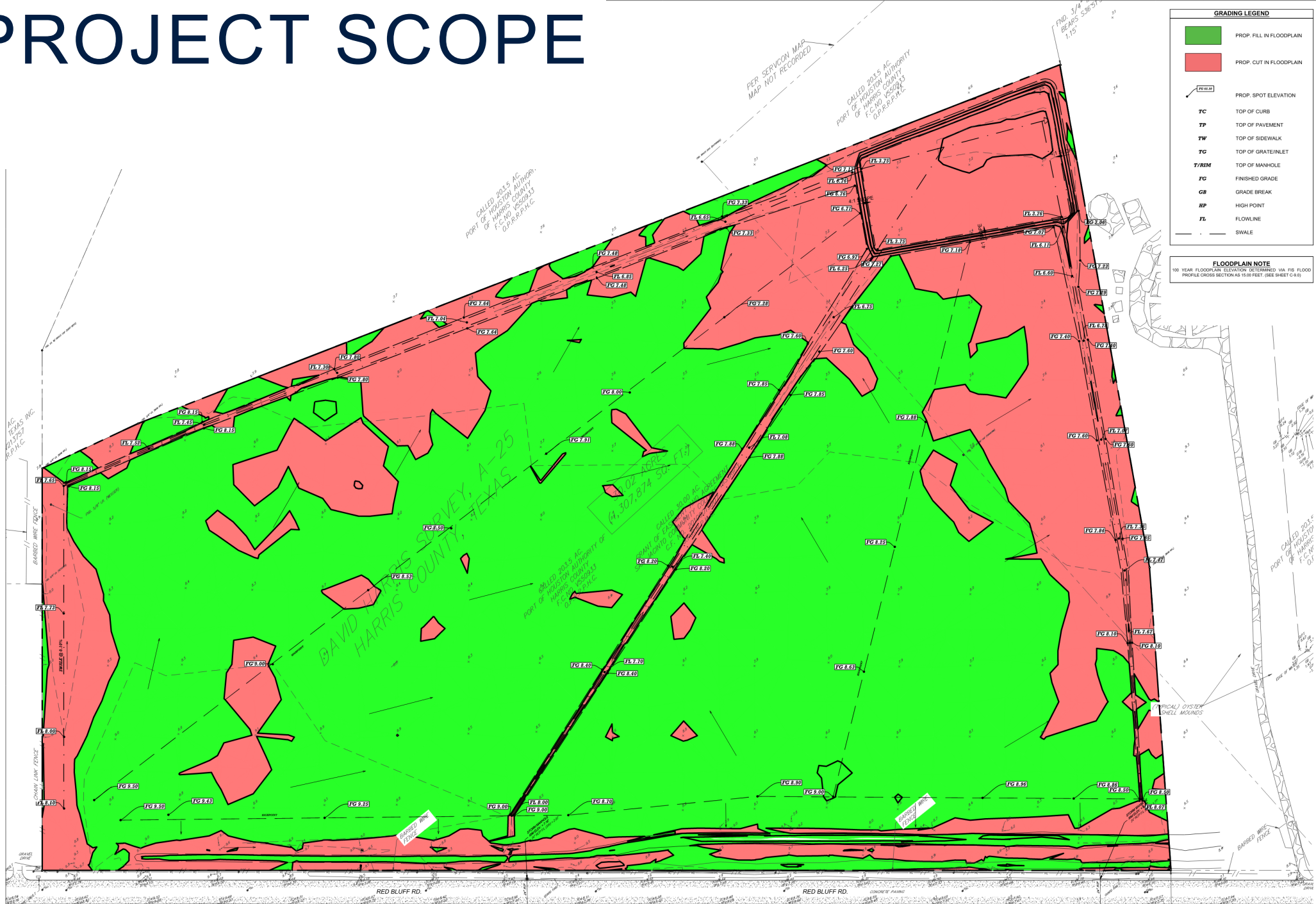
**LEGEND**

- Aerial Easement
- Building Line
- County Clerk's File Number
- Centerline of Ditch
- Corrugated Metal Pipe
- Drainage Easement
- Film Code Number
- Found
- Grade Break
- Harris County Deed Records
- Harris County Flood Control District
- Harris County Map Records
- Iron Pipe
- Natural Ground
- ELECTRIC METER
- FIRE HYDRANT
- GUY WIRE
- IRRIGATION CONTROL VALVE
- LIGHT POLE
- MAILBOX
- POWER POLE
- PROPERTY CORNER
- SANITARY SEWER MANHOLE
- SIGN
- STORM MANHOLE
- TELEPHONE PEDESTAL
- UNDERGROUND CABLE MARKER
- WATER METER





# PROJECT SCOPE



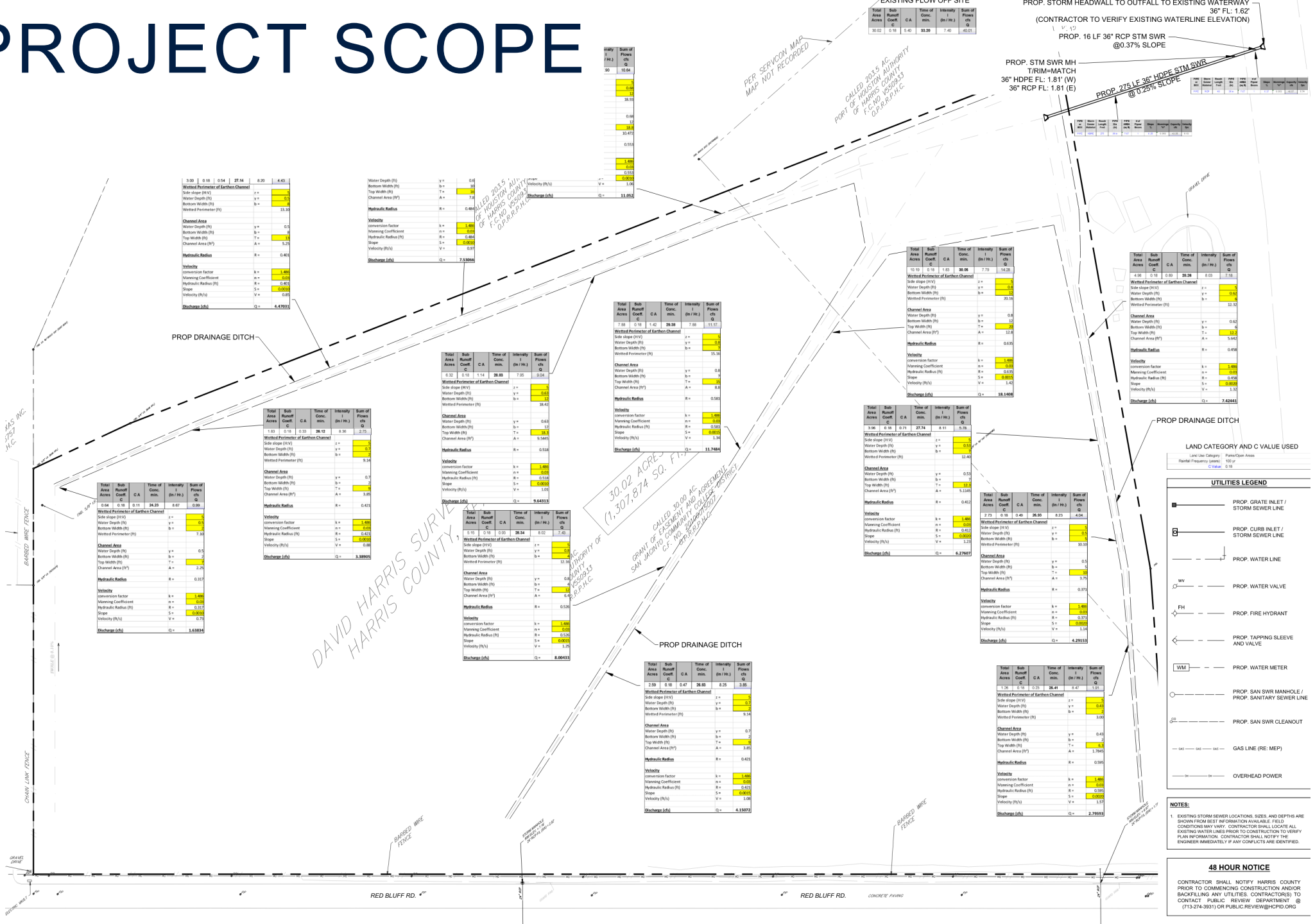
**GRADING LEGEND**

<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen;"></span>	PROP. FILL IN FLOODPLAIN
<span style="display:inline-block; width:15px; height:15px; background-color:lightcoral;"></span>	PROP. CUT IN FLOODPLAIN
<span style="display:inline-block; width:15px; height:15px; border:1px solid black;"></span>	PROP. SPOT ELEVATION
TC	TOP OF CURB
TP	TOP OF PAVEMENT
TW	TOP OF SIDEWALK
TG	TOP OF GRATE/INLET
T/RIM	TOP OF MANHOLE
FG	FINISHED GRADE
GB	GRADE BREAK
HP	HIGH POINT
FL	FLOWLINE
---	SWALE

**FLOODPLAIN NOTE**  
 100 YEAR FLOODPLAIN ELEVATION DETERMINED VIA FFS FLOOD PROFILE CROSS SECTION AT 10.0 FEET. (SEE SHEET C-4)



# PROJECT SCOPE



3.00	0.18	0.54	27.14	8.20	4.43
<b>Wetted Perimeter of Earthen Channel</b>					
Side slope (H/V)	T =	1.00			
Water Depth (ft)	D =	1.18			
Bottom Width (ft)	B =	0.50			
Wetted Perimeter (ft)	P =	3.38			
<b>Channel Area</b>					
Water Depth (ft)	D =	0.5			
Bottom Width (ft)	B =	0.50			
Top Width (ft)	T =	1.50			
Channel Area (ft <sup>2</sup> )	A =	5.25			
<b>Hydraulic Radius</b>					
R =	0.40				
<b>Velocity</b>					
Conversion Factor	K =	1.49			
Manning Coefficient	n =	0.015			
Hydraulic Radius (ft)	R =	0.40			
Slope	S =	0.0020			
Velocity (ft/s)	V =	0.80			
Discharge (cfs)	Q =	4.19793			

Water Depth (ft)	D =	0.5			
Bottom Width (ft)	B =	0.50			
Top Width (ft)	T =	1.50			
Channel Area (ft <sup>2</sup> )	A =	5.25			
<b>Hydraulic Radius</b>					
R =	0.40				
<b>Velocity</b>					
Conversion Factor	K =	1.49			
Manning Coefficient	n =	0.015			
Hydraulic Radius (ft)	R =	0.40			
Slope	S =	0.0020			
Velocity (ft/s)	V =	0.80			
Discharge (cfs)	Q =	7.33844			

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
7.88	0.18	1.42	29.38	7.88
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	6.1		
<b>Hydraulic Radius</b>				
R =	0.583			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.583		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.42		
Discharge (cfs)	Q =	18.1408		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
10.10	0.18	1.42	38.58	7.79
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	6.1		
<b>Hydraulic Radius</b>				
R =	0.639			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.639		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.42		
Discharge (cfs)	Q =	18.1408		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
4.90	0.18	0.93	39.28	6.03
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	6.1		
<b>Hydraulic Radius</b>				
R =	0.639			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.639		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.42		
Discharge (cfs)	Q =	7.28441		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
1.03	0.18	0.33	29.12	0.50
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	3.65		
<b>Hydraulic Radius</b>				
R =	0.671			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.671		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.03		
Discharge (cfs)	Q =	3.38095		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
6.52	0.18	1.14	28.83	7.05
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	6.1		
<b>Hydraulic Radius</b>				
R =	0.583			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.583		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.42		
Discharge (cfs)	Q =	11.7684		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
3.36	0.18	0.71	27.74	6.11
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	3.65		
<b>Hydraulic Radius</b>				
R =	0.612			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.612		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.14		
Discharge (cfs)	Q =	6.27907		

Total Area	Sub Area	Time of Conc.	Intensity	Sum of
7.73	0.18	0.46	28.30	8.23
<b>Wetted Perimeter of Earthen Channel</b>				
Side slope (H/V)	T =	1.00		
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Wetted Perimeter (ft)	P =	3.38		
<b>Channel Area</b>				
Water Depth (ft)	D =	0.7		
Bottom Width (ft)	B =	0.5		
Top Width (ft)	T =	1.5		
Channel Area (ft <sup>2</sup> )	A =	3.75		
<b>Hydraulic Radius</b>				
R =	0.377			
<b>Velocity</b>				
Conversion Factor	K =	1.49		
Manning Coefficient	n =	0.015		
Hydraulic Radius (ft)	R =	0.377		
Slope	S =	0.0020		
Velocity (ft/s)	V =	1.14		
Discharge (cfs)	Q =	4.29113		

**UTILITIES LEGEND**

- PROP. GRATE INLET / STORM SEWER LINE
- PROP. CURB INLET / STORM SEWER LINE
- PROP. WATER LINE
- PROP. WATER VALVE
- PROP. FIRE HYDRANT
- PROP. TAPPING SLEEVE AND VALVE
- PROP. WATER METER
- PROP. SAN SWR MANHOLE / PROP. SANITARY SEWER LINE
- PROP. SAN SWR CLEANOUT
- GAS LINE (RE: MEP)
- OVERHEAD POWER

**NOTES:**

- EXISTING STORM SEWER LOCATIONS, SIZES, AND DEPTHS ARE SHOWN FROM BEST INFORMATION AVAILABLE. FIELD CONDITIONS MAY VARY. CONTRACTOR SHALL LOCATE ALL EXISTING WATER LINES PRIOR TO CONSTRUCTION TO VERIFY PLAN INFORMATION. CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF ANY CONFLICTS ARE IDENTIFIED.

**48 HOUR NOTICE**

CONTRACTOR SHALL NOTIFY HARRIS COUNTY PRIOR TO COMMENCING CONSTRUCTION AND/OR BACKFILLING ANY UTILITIES. CONTRACTORS TO CONTACT PUBLIC REVIEW DEPARTMENT @ (713-274-3931) OR PUBLIC REVIEW@HCPID.ORG



# SITE VISIT

- Site Visit – 01/07/2025 at 2:00 pm
- Site Address – 11727 Red Bluff Rd, Pasadena, TX
- Please wear PPE.



# QUESTIONS?

Procurement Services

Email: [procurement@porthouston.com](mailto:procurement@porthouston.com)

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>



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