

# Pre-Proposal Conference:

## RFP-3293 DESIGN AND FABRICATION OF NEW PHA TOUR BOAT

August 6, 2024

9:30 a.m.

**PORT HOUSTON**



PORT HOUSTON

# AGENDA

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



# PRE-PROPOSAL CONFERENCE 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 – Program Manager, Project & Construction Management
- Yvette Camel-Smith – Director, Procurement
- Dean Ainuddin –Contract Manager, Procurement
- Nicole Jones – Contract Administrator, Procurement
- Cassandra Fontenot - Administrative Assistant II, Procurement
- Sabeeta Bidasie-Singh – Director, Business Equity
- Brenda Ruiz – Supplier Diversity Manager, Business Equity
- Eduardo Mejia – Compliance & Reporting Manager, Business Equity

## Non-Port Houston Personnel

- Douglas Ottens – Alan C. McClure Associates, Inc. (ACMA)
- David Loos - Alan C. McClure Associates, Inc. (ACMA)
- Scott McClure - Alan C. McClure Associates, Inc. (ACMA)





# 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



PORT HOUSTON



# 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



PORT HOUSTON

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





# BUSINESS EQUITY CONTRACT REQUIREMENTS

This project does not have any goal 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



PORT HOUSTON



# 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 (10/2/2024)
- Responses are due no later than 11 a.m. on 10/9/2024
- Proposals must be submitted electronically via email to: [procurementproposals@porthouston.com](mailto:procurementproposals@porthouston.com)
- Use forms in the package
- Anticipated award date: 12/10/2024



# 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	35
Respondent	20
Benefit to Port Authority	40
Overall Compliance with Port Authority Policies	5



# DOCUMENT CHECKLIST

Proposal Response form:  
(Page 17 of Solicitation Package)

Page 2 of the Proposal Response  
Form – Required Attachments



## PORT OF HOUSTON AUTHORITY Proposal Response

PURCHASE OF THREE DOCKSIDE ELECTRIC CONTAINER CRANES FOR WHARVES NOS. 2 AND 6 AT BAYPORT CONTAINER TERMINAL

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 <sup>[1]</sup>
<input checked="" type="checkbox"/>	Attachment 01	Price Form, including Price Exhibit
<input checked="" type="checkbox"/>	Attachment 02	Services Experience Form
<input checked="" type="checkbox"/>	Attachment 03	Professional References Form
<input checked="" type="checkbox"/>	Attachment 04	Background Information Form
<input checked="" type="checkbox"/>	Attachment 05	Additional Response Submittals – High Tech Equipment*
<input checked="" type="checkbox"/>	Attachment 06	Disclosure of Former Port Authority Employees Form
<input checked="" type="checkbox"/>	Attachment 07	Work Breakdown Form
<input checked="" type="checkbox"/>	Attachment 08	Small, Minority-and Women-Owned Business Enterprise Plan
<input checked="" type="checkbox"/>	Attachment 09	Small, Minority-and Women-Owned Business Enterprise Participation Letter of Intent
<input type="checkbox"/>	Attachment 10	NOT USED
<input checked="" type="checkbox"/>	Attachment 11	Safety Record Data Form
<input checked="" type="checkbox"/>	Attachment 12	Conflict of Interest Questionnaire
<input checked="" type="checkbox"/>		Port of Houston Authority Bid/Proposal Security Form
		Other _____

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

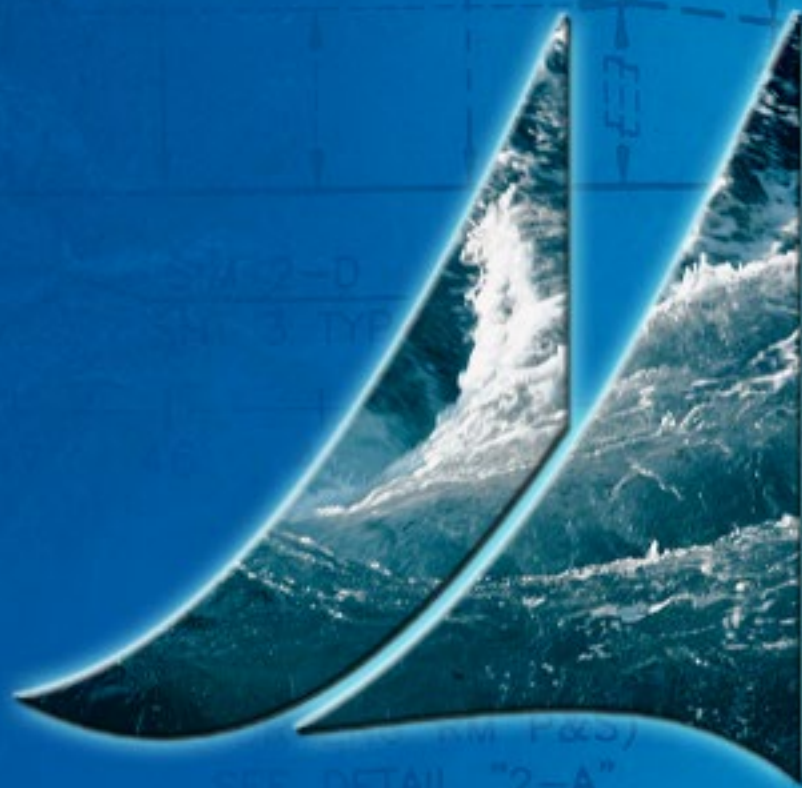


# SCOPE OF WORK OVERVIEW



PORT HOUSTON



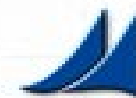


Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers

# PORT OF HOUSTON TOUR BOAT VESSEL TECHNICAL SPECIFICATION HIGHLIGHTS

- Vessel within budget that best fits specifications
- Bidders may deviate from specification by adding manufacturers / model numbers to Maker's List but require justification for Owner's Consideration. Proposer shall make clear any major deviations.
- Budget Range \$4MM to \$6MM
- Hull Type - Catamaran
- Hull Material - Aluminum or Steel or Combination of Steel Hulls and Aluminum Freeboard / Topside
- Vessel Shall Comply With US Cfr Subchapter T – Small Passenger Vessels (Under 100 Gross Tons) 46 Cfr Part 175 Thru 185 For Up To 150 Passengers
- Design shall allow for Americans With Disabilities [Ada]



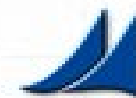
Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers

# PORT OF HOUSTON TOUR BOAT

## VESSEL TECHNICAL SPECIFICATION HIGHLIGHTS

- Normal Operating Profile Is (2) tours at 2 hours each per day, seven days per week, 14 nautical miles round trip per tour on battery only
- 2 Hour Recharge Time From Shore Power between morning and afternoon normal tours each day
- Longer Barbour's Cut Tour Is Approximately 6 hours and 40 nautical miles round trip on battery and generator
- Trial Speed – 12 Knots
- Service Speed At Full Load And 2/3 MCR [Maximum Continuous Rate] Power – 10 Knots



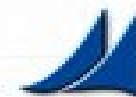
Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers



# Project Phases

- **Bidding & Award of Tour Boat**
  - **Design**
  - **Purchasing**
  - **Construction**
  - **Testing**
- **Delivery**
- **Acceptance**
- **Warranty**



Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers

## **Design Steps Including:**

- **Contractor Development of Preliminary and Detail Design and Engineering Calculations and Submittal for Owner Acceptance**
- **Design Review Meetings hosted by Contractor**
- **Owner Review, Comment, and Acceptance**
- **Issue for Construction by Contractor**



**Alan C.  
McCLURE ASSOCIATES, INC.**

Naval Architects • Engineers

## **Purchasing Steps Including:**

- **Contractor Development Of Purchase Specifications and Purchase Order**
- **Owner Review, Comment, and Acceptance**
- **Purchase Materials and Equipment by Contractor**



**Alan C.  
McCLURE ASSOCIATES, INC.**

Naval Architects • Engineers

## **Construction by Contractor including:**

- **Planning & Scheduling Meetings including Owner**
- **Fabrication**
- **Assembly**
- **Painting**
- **QA/QC**
- **System Testing And Commissioning**
- **Owner Inspection of Any and All Work**



**Alan C.  
McCLURE ASSOCIATES, INC.**

Naval Architects • Engineers

## Testing by Contractor including:

- Dock Trials
- Incline Test
- Sea Trials
- Owner Attendance at Any and All Tests and Trials



Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers

# CRITICAL ITEMS FOR CONTRACTOR TO PAY ATTENTION TO

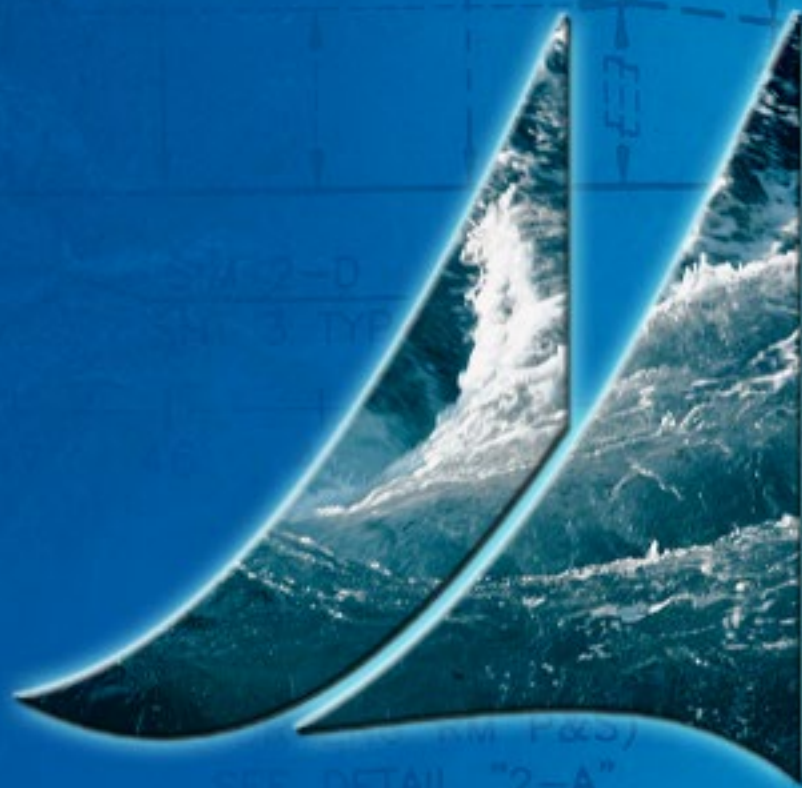
- Resistance & Propulsion Calculations for Battery and Generator Sizing
- Weight Control And Reporting



Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers





Alan C.  
McCLURE ASSOCIATES, INC.

Naval Architects • Engineers

# QUESTIONS?

PORT HOUSTON

Procurement Services

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

Phone: (713) 670- 2464



PORT HOUSTON