

# Pre-Proposal Meeting:

## RFQ-2649 PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE REHABILITATION OF TRANSIT SHED 18-19 AT TURNING BASIN TERMINAL

March 30, 2023

2:00 p.m.

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# **AGENDA**

1. Pre-Proposal Meeting House Rules
2. Safety Moment & DEI Moment
3. Introductions
4. Business Equity
5. Procurement Services
6. Selection Criteria
7. Project Scope
8. 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 WebEx Q&A 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."

## Safety Moment:

### March is National Ladder Safety Month

1. Get the right-sized ladder for the job
2. Place your ladder on firm, level ground
3. Take your time climbing down – don't skip any steps!
4. Keep 3 points of contact when climbing up or down
5. Stay within your reach



**NATIONAL LADDER SAFETY MONTH**

**MARCH 2023**

### Ladder Safety and How It Affects Everyone

**The numbers speak for themselves.**

500,000+	300+	\$24B
people treated each year for <b>ladder-related falls</b> *	<b>deaths</b> from ladder falls each year**	annual cost to the U.S. for work loss, medical, legal, liability, and pain and suffering <b>expenses from falls</b>

**Whether you're using a ladder at home or at work, these numbers affect YOU.**

**2 most common ladder accidents include:**

1. Missing the last step when climbing down
2. Overreaching

\*CPSC (US Consumer Product Safety Commission) [2014]. Unpublished data from the National Injury Information Clearinghouse (CPSC) using the CPSC's Injury Cost Model.  
\*\*CDC, National Center for Health Statistics [2017]. Multiple Cause of Death 1999-2015 on CDC WONDER Online Database.

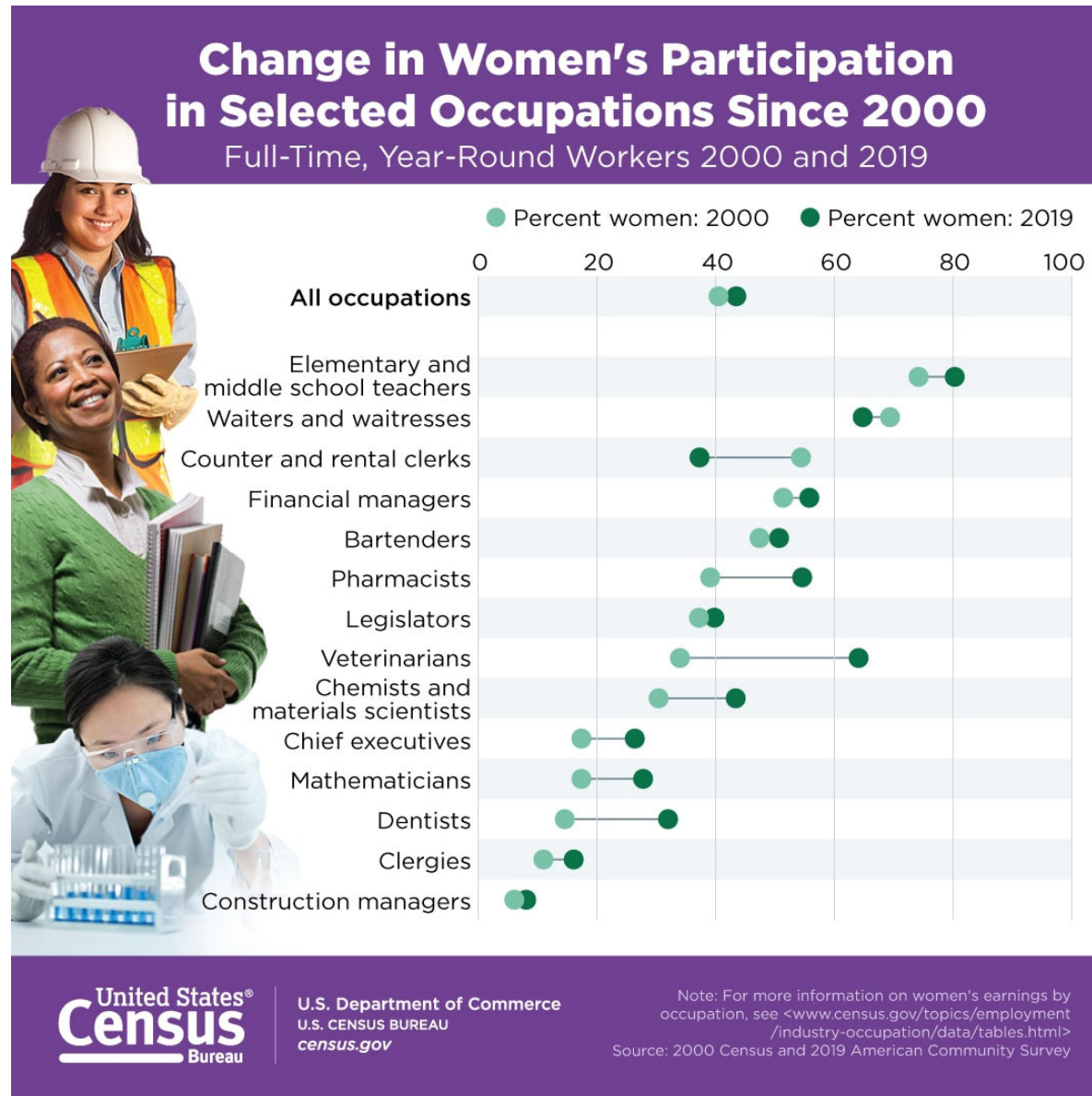


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## DEI Moment:

### March is Women's History Month

- 1909 – First Women's Day Celebration
- 1981 – Congress established National Women's History Week
- 1987 – Congress designated March Women's History Month



## PHA Personnel:

Roger Hoh – Director, Project Construction Management

Derek Garrett – Project Manager

Yvette Camel-Smith – Director, Procurement

Tanika Chukwumerije – Manager Contracts, Procurement

Sommer Freeman – Contract Administrator, Procurement

Brenda Ruiz – Business Equity Manager

# PORT COMMISSION



**Ric Campo**  
*Chairman of the Port Commission*



**Dean E. Corgey**  
*Commissioner*



**Clyde Fitzgerald**  
*Commissioner*



**Stephen H. DonCarlos**  
*Commissioner*



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**Wendy Montoya Cloonan**  
*Commissioner*



**Cheryl D. Creuzot**  
*Commissioner*



# BUSINESS EQUITY





# 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 EQUITY 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.

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



# BUSINESS EQUITY CONTRACT REQUIREMENTS

This project is does not have any Business Equity requirements, but we highly encourage the use of small, minority- and woman-owned business when possible.



# PROCUREMENT



## **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 (3/29/2023)
- Responses are due no later than 11 a.m. on 4/5/2023
- Proposals must be submitted electronically via email to: [procurementproposals@porthouston.com](mailto:procurementproposals@porthouston.com)
- Use forms in the package
- Anticipated award date: 6/27/2023

## **EVALUATION CRITERIA**

Port Houston will select the **most highly qualified** provider of the services based on **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	25
Personnel Qualifications and Experience	40
Performance Plan and Other Benefits	30
Overall Compliance with Port Houston Policies	5

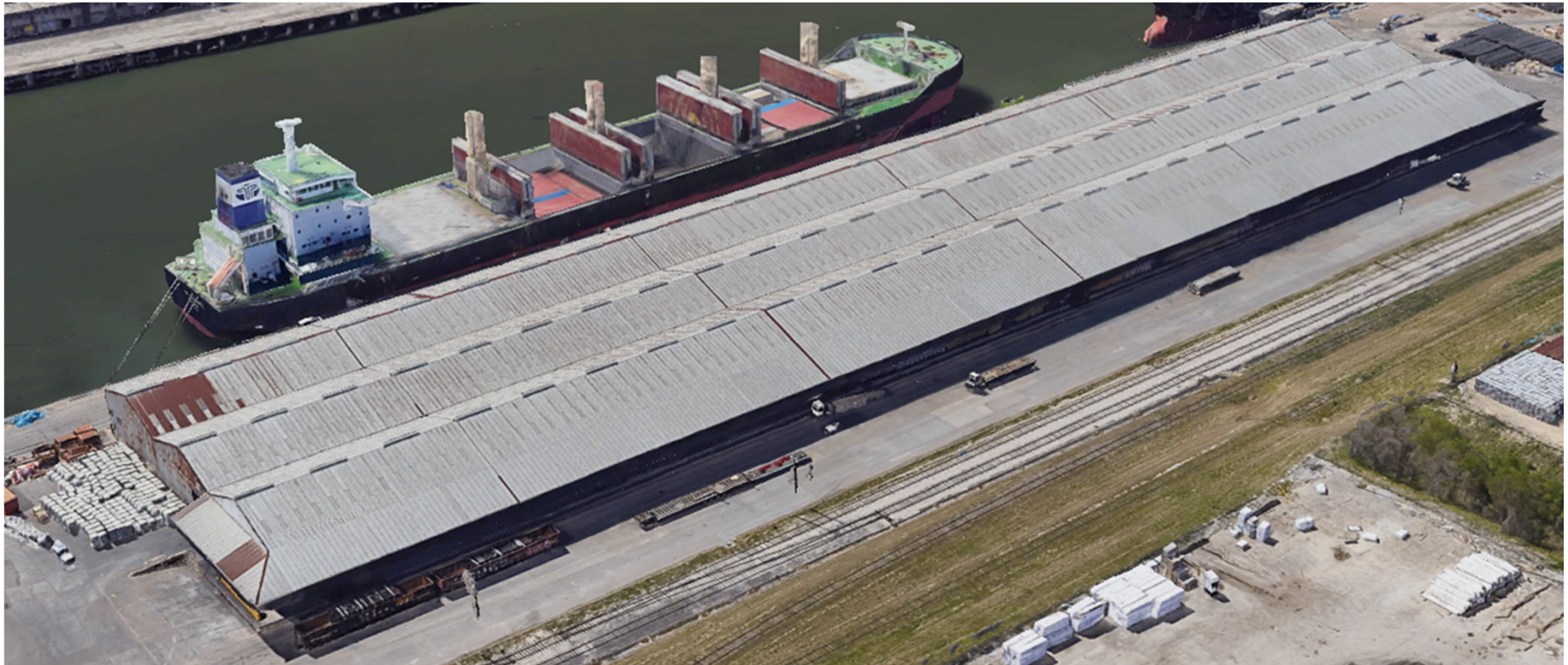


# SCOPE OF WORK OVERVIEW





## REHABILITATION OF TRANSIT SHED 18-19 AT TURNING BASIN TERMINAL



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## **Scope of Work**

### **Structural Study and Analysis**

- **Conduct a structural analysis to determine the conditions of the roof and supporting structures and apparatuses.**
- **Using results of analysis prepare rehabilitation and/or retrofitting options for the Transit Shed Roof**
- **Cost estimates, construction durations, & service life expectancy needs to be provided for each option presented**

## **Scope of Work**

### **Design & Construction Phase Services**

- **Design rehabilitation option selected by Port Houston Staff**
- **Provide bid phase services including bid analysis and answering potential bidder questions during construction procurement**
- **Provide construction phase services including site visits and reviewing RFIs and submittals.**
- **Providing finalized as-built drawings at project completion**

Procurement Services

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

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>

# QUESTIONS?

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