

RFQ-3174 PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PROGRAMMING AND OPTIONAL DESIGN OF THE MAINTENANCE BUILDING AT NORTH TURNING BASIN TERMINAL

Pre-Proposal Meeting
April 15, 2024
9:00 a.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
- Godly Kulangara Sunny – 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



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 \$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.

The screenshot shows the Port Houston Business Equity Compliance System website. At the top left is the Port Houston logo with the tagline "THE INTERNATIONAL PORT OF TEXAS". To the right are links for "OUR MAIN SITE" and "CONTACTS AND SUPPORT". The main header area features a large image of a port with cranes and a ship, overlaid with the text "PORT HOUSTON BUSINESS EQUITY COMPLIANCE SYSTEM" and a yellow "Log In" button. Below the header, there are two columns of content. The left column is titled "SMALL, MINORITY AND WOMAN OWNED BUSINESS DIRECTORY AND ONLINE APPLICATION" and contains a search instruction and a blue button labeled "Find a SMWBE Firm" which is highlighted by a yellow arrow. The right column is titled "OUTREACH & PROGRAM NOTICES" and lists "Business Networking Events" with buttons for "Detailed Description" and "RSVP For An Event". At the bottom right, there is a section for "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 (5/1/2024)
- Responses are due no later than 11 a.m. on 5/8/2024
- Proposals must be submitted electronically via email to:
procurementproposals@porthouston.com
- Use forms in the package
- Anticipated award date: 7/22/2024



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
Personnel, Qualifications, and Experience	25
Performance Plan and Other Benefits	35
Overall Compliance with Port Authority Policies	5



SCOPE OF WORK OVERVIEW



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Project Location



Proposed Site : Turning Basin Maintenance Building

- Gate 1 Road & Old Clinton Road
- Adjacent to proposed PCC Building Site
- Truck Access through 610 E Loop Fwy.



Overall Scope of Work

Phase 1 – Building Programing

- Develop a building program for the design of the Maintenance Building at the Terminal with consideration of Port Houston’s maintenance and operational requirements – spatial area program.
- Site level utility plan along with a building MEP report with proposed schemes for electrical, communication, fire, gas, and any other applicable utility services for the safe operation of the building.
- Review existing Turning Basin Terminal Site Level Drawings and incorporate lessons learnt from current maintenance buildings at Turning Basin, Bayport, and Barbour’s Cut Container Terminals.
- Meet with relevant stakeholders from Port Authority of Houston to discuss, take inputs from and incorporate in the building program to best suit Port Houston’s requirements.
- Provide a cost estimate for establishing project budget based on finalized area program, site utility Plan, MEP report, building planning/blocking.



Overall Scope of Work

Phase 2 – Optional Full Design

- This project has an optional design phase, at the discretion of Port Houston - Provide surveying, geotechnical, subsurface utility engineering, and any other additional services as required.
- Provide all final architectural and engineering design services required to develop and seal for construction the recommended solution.
- Prepare interim cost estimates at various design stages and final construction cost estimates.
- Provide construction documents, including assistance in preparing Competitive Sealed Proposals (CSP), Competitive Sealed Bids (CSB), Design-Build (DB), Construction Manager at Risk (CMAR) or any other solicitation packages for any PHA construction projects resulting from this project.
- If an alternative delivery method such as CMAR is chosen the respondent should be open to collaboratively work with the selected GC in various stages of design & construction. The respondent will be open to value engineering exercises/inputs & joint cost development efforts.
- Provide proposal and construction phase services in support of pre-proposal, pre-construction, and other meetings; review of submittals and shop drawings; responses to Requests for Information (RFI); assistance with change orders; and documentation of as-built archives.
- Project will have a requirement for a federated design model submission, along with BIM co-ordination requirements for the optional design phase if an alternate delivery method is chosen.

QUESTIONS?

Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>



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