

Pre-Proposal Meeting:

RFQ-3292 INSPECTION SERVICES
FOR EIGHT DOCKSIDE ELECTRIC
CONTAINER FOR WHARVES NOS 4
AND 5 AT BCT AND WHARVES NOS
2, 4&7 AT BPT.

July 24, 2024

9:00 a.m.

PORT HOUSTON



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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 BuySpeed homepage under "Pre-Bid/Proposal Conference Information."



PHA Personnel:

Paulo Soares – Chief, Port Maintenance Officer

Yvette Camel-Smith – Director, Procurement

Dean Ainuddin – Manager Contracts, Procurement

Nicole Jones – Contract Administrator, Procurement

Cassandra Fontenot – Administrative Assistant II, Procurement

Dr. Sabeeta Bidasie-Singh – Director, Business Equity

Brenda Ruiz – Business Equity Manager Diversity Manager

Eduardo Mejia – Business Equity Compliance & Reporting
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 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 \$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.

www.porthouston.smwbe.com

<https://porthouston.smwbe.com/Default.asp?>

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

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BUSINESS EQUITY CONTRACT REQUIREMENTS

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



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 (8/7/2024)
- Responses are due no later than 11 a.m. on 8/14/2024
- Proposals must be submitted electronically via email to: procurementproposals@porthouston.com
- Use forms in the package
- Anticipated award date: September 2024



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	35
Personnel Qualifications and Experience	25
Performance Plan and Other Benefits	25
Overall Compliance with Port Houston Policies	15



SCOPE OF WORK OVERVIEW



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Scope of Work

- Inspection services for eight dockside electric container cranes for wharves nos. 4 and 5 at BCT and wharves nos. 2, 4, and 7 at BPT will include the following activities:
- Preparation of pre-manufacturing and assembly inspection services plans for budget, schedule, communication, and documentation for tracking deviations from contract requirements and specifications.
- Coordinate project start-up for monitoring of component and systems inspections during the manufacturing fabrication, assembly, erection and shop testing.
- Issue bi-weekly inspection and nonconformance reports (NCR's) to the Port Construction Representative, identifying construction progress and non-fulfillment of specified requirements.
- Prior to shipment, the consultant will provide a punch-list of unfinished (outstanding) manufacturing, assembly, erection and testing items that would have normally been completed at the crane manufacture's facility.



Scope of Work

- The duration of the contract resulting from this RFQ will be approximately one year. The Port Authority shall have the option to extend the contract based upon crane manufacturing schedule.
- Port Houston has developed container crane specifications for implementation by the container crane manufacturer. Inspection services are required to ensure that contract requirements for specification compliance are met.
- The cranes will be manufactured, assembled, erected, tested, and shipped from an overseas location with final start-up, testing, and commissioning at the Port Houston's Bayport Container Terminal.
- The consultant's scope will terminate, once the cranes are shipped. PHA will assume responsibility of monitoring contractor completion of all punch lists and commissioning items after cranes arrive at Bayport.



Procurement Services

Email: procurement@porthouston.com

Phone: (713) 670- 2464

New BuySpeed URL:

<https://buyspeed.porthouston.com>

QUESTIONS?

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