
PRE-BID CONFERENCE

INVITATION TO BID (ITB)

**PN 238 HOU TNC LOT PAVING
AT WILLIAM P. HOBBY AIRPORT**

SOLICITATION NO. H27-TNCLP-2021-009

Al Oracion
Sr. Procurement Specialist
Houston Airports System

Thursday, November 5, 2020, 10:00 AM
Video Conference via MS Teams

List of Attendees



Please fill-in the following on the “Q&A” area of MS Teams:

Company Name: _____

Name of Participant: _____

Telephone No: _____

Email Address: _____

Participating as: Prime ___ or Sub-Contractor _____

Pre-Bid Conference Agenda



- I. Opening Remarks
LaTonja P. Ware
Division Manager
- II. Solicitation Overview
Al Oracion
Senior Procurement Specialist, HAS
- III. Project Scope and Overview
David Leslie, Asset Manager
Robert Lengefeld, Project Manager
- IV. Questions/Answers
- V. Site Tour

Procurement Process Reminder

Quiet Period



- The Quiet Period begins on the date the solicitation is advertised and extends until an award recommendation appears on a City Council Agenda, or a City Council Committee Meeting Agenda.
- Only the designated procurement specialist, [Al Oracion](#) should be contacted during this time.

Disclaimer:

This document serves to aid interested Vendors doing business with the City of Houston (City). This document does not constitute legal advice or bind the City in any manner. Anything stated at this pre-bid conference is not intended to change any terms and/or conditions stated in the advertised solicitation document. Any authorized changes will be made in writing in the form of a letter clarification or addendum issued by Supply Chain Management.

SOLICITATION PURPOSE:

The City of Houston (City), Houston Airport System (HAS) invites interested firms to submit bid for the a new staging lot approximately 4,050 sq.yd (36,450 sq.ft.) for Transportation Network Company (TNC) operators at William P. Hobby Airport (HOU).

Solicitation Overview (Continued)



**QUESTIONS AND REQUESTS FOR ADDITIONAL
INFORMATION ARE DUE BY:**

Thursday, November 12, 2020, 12:00 P.M., CST

SOLICITATION DUE DATE AND TIME:

Thursday, December 17, 2020, 10:30 A.M., CST

Letters of Clarification (LOC):

Responses to questions received from potential Bidder(s) and any changes to the bid documents shall be confirmed in writing and an Addendum will be posted to the HAS website: www.fly2houston.com prior to bid due date.

Procurement Timeline

Description	Scheduled Date
→ Advertisement of Solicitation	10/23/20
→ Pre-Bid Conference and Site Visit	11/05/20
→ Deadline for Submission of Questions	11/12/20
→ Bid Due Date	12/17/20
→ City Council Agenda Date (Estimated)	03/03/21
→ Contract Start Date (Estimated)	03/19/21

Submittal Procedures

Provide sealed bids, in triplicate, one (1) original bid signed in **BLUE** ink and marked “original” and **two (2) copies** of the bids.

Bid(s) will be received by the City Secretary of the City of Houston, in the City Hall Annex, Public Level, 900 Bagby, Room P101, Houston Texas 77002 until **10:30 A.M., (CST) on Thursday, December 17, 2020.**

Please include the phrase **“ITB No.: H27-TNCLP-2021-009, 238 HOU TNC LOT PAVING AT WILLIAM P. HOBBY AIRPORT”** in the subject line and provide all applicable contact information.

Bid Form

- ✈ Submit signed Document 00410 Bid Form, Parts A and B with required 10% Security Deposit and required bid supplements. **Initial each page of Bid Form Part B.**
- ✈ Offer is open to acceptance and is irrevocable for **180 calendar days** from Bid Date.

The forms to be submitted with the bid are listed in the Document 00410A.

Within 10 work days after receipt of **Notice of Intent to Award**, successful Bidder shall execute and deliver to HAS documents indicated by an “X” in section 4.0 – A. REQUIREMENTS OF BIDDER in Document 00495 (Post Bid Procedures).

Document 00700 - General Conditions

- General Provisions
- The City
- Contractor
- Administration of the Contract
- Subcontractors and Suppliers
- Construction by the City or by Separate Contractors
- Changes in the Work
- Time
- Payment and Completion
- Safety Precautions
- Insurance and Bonds
- Uncovering and Correction of the Work
- Miscellaneous Provisions
- Termination or Suspension of the Contract

Document 00800 – Supplementary Conditions

- General Provisions
- Changes in the Work
- Time
- Payments and Completion
- Insurance and Bonds

Project Scope and Overview



PROJECT TEAM

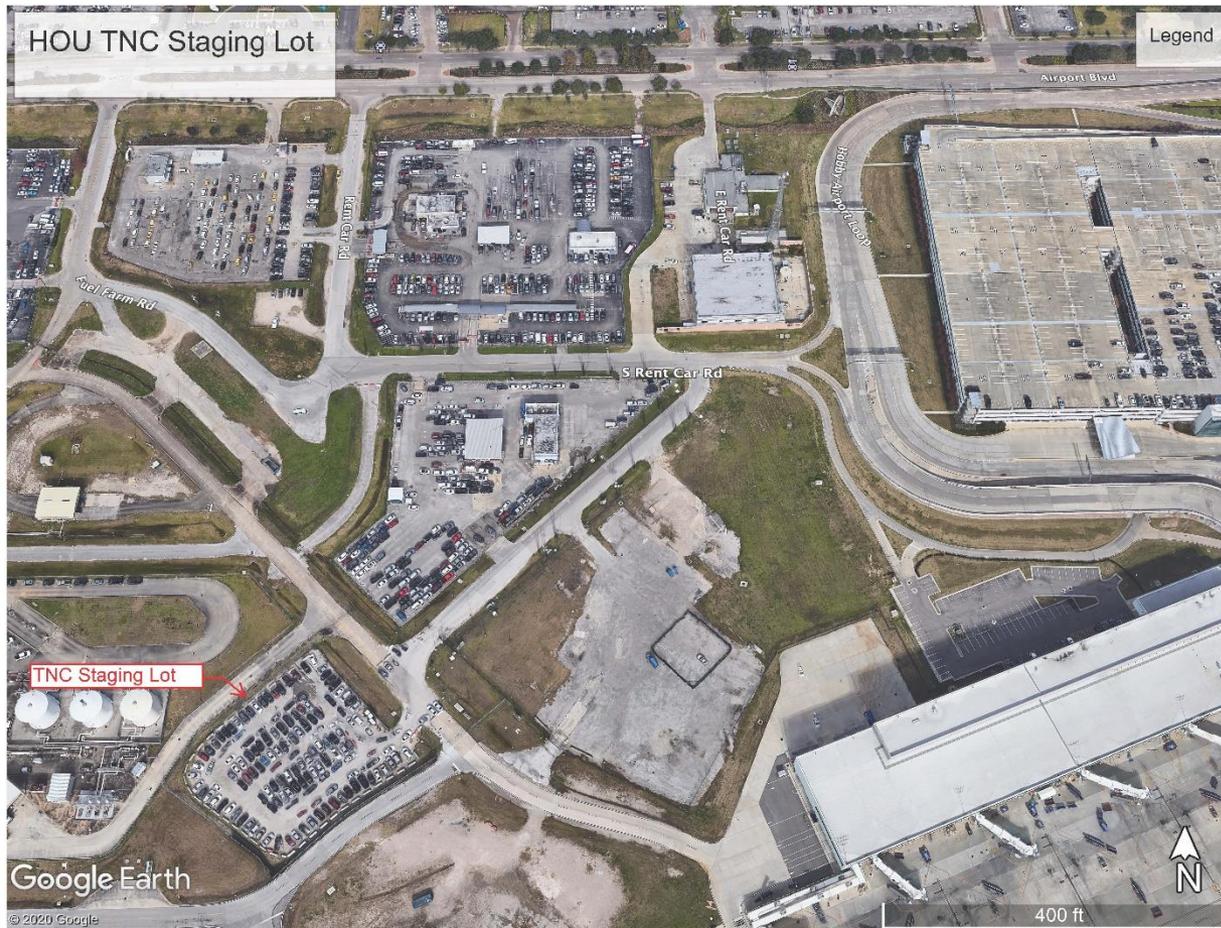
David Leslie
Asset Manager

Robert Lengefeld
Project Manager

Edmond Woods, PE
Atkins North America

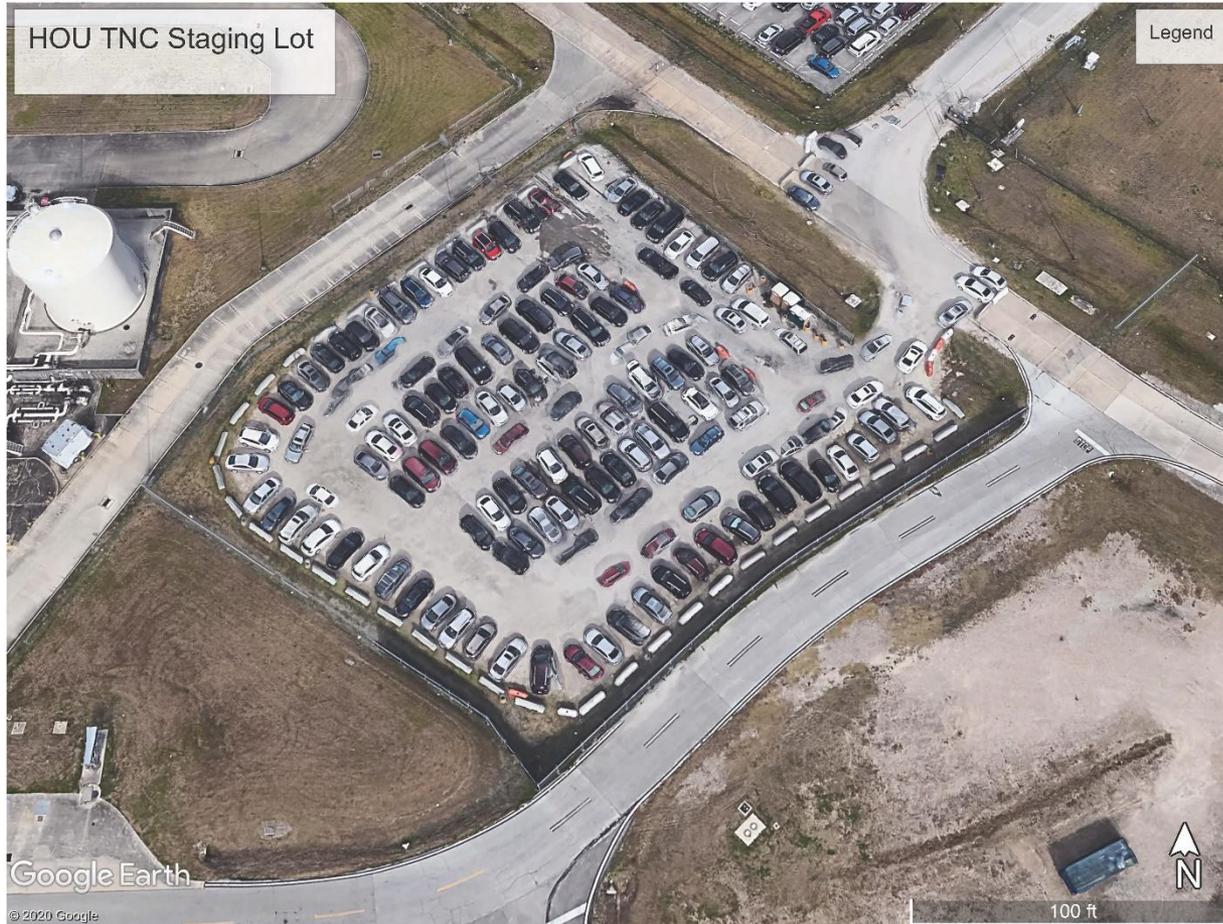
Project Scope and Overview

OVERVIEW:



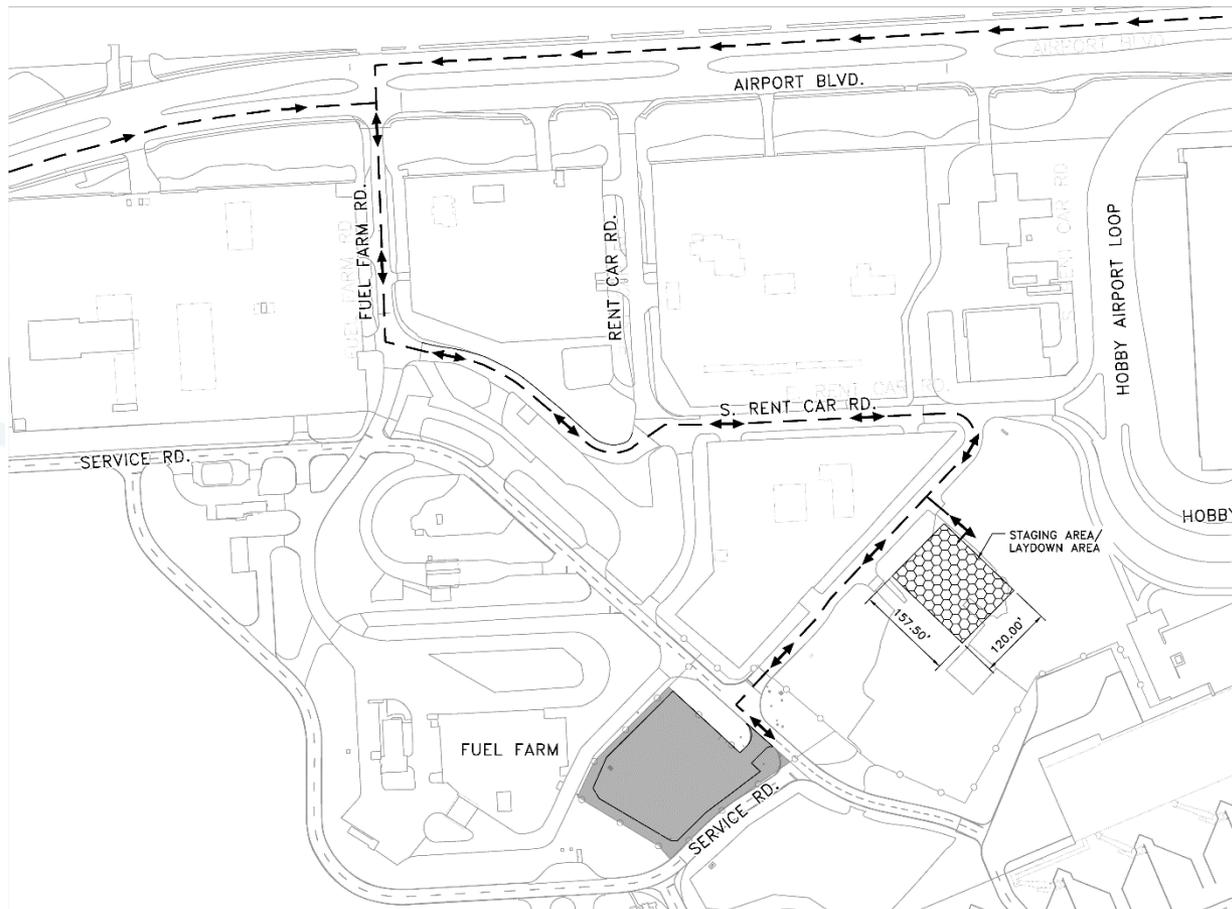
Project Scope and Overview

OVERVIEW:



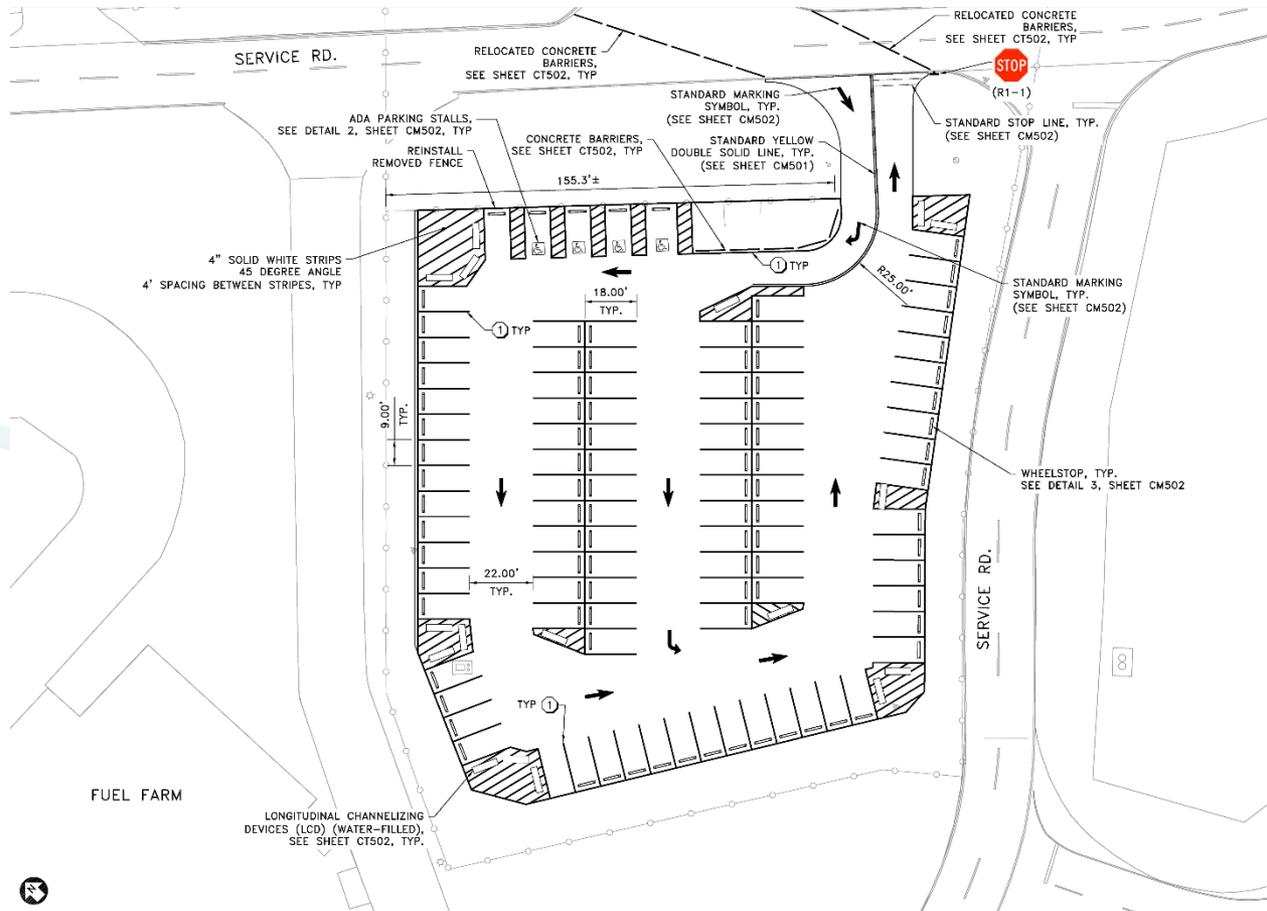
Project Scope and Overview

SCOPE: Access & Laydown Area



Project Scope and Overview

SCOPE: Markings Layout



Project Site Visit



Site Visit:

Time: After the pre-bid conference at 1:30 P.M., CST

Assembly area: TNC Parking lot

Project Site Visit

Reminder to participants:

FOR THE HEALTH SAFETY OF OUR EMPLOYEES AND VISITORS, ALL INDIVIDUALS PARTICIPATING IN THE SITE VISIT ARE STRONGLY ENCOURAGED TO WEAR FACE COVERS THAT COVER THE NOSE AND MOUTH.

IF YOU ARE DISPLAYING SYMPTOMS OF COVID-19 AS DEFINED BY THE CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC), WHICH INCLUDE HAVING A FEVER, DRY COUGH, SHORTNESS OF BREATH, CHILLS, REPEATED SHAKES WITH CHILLS, MUSCLE PAIN, HEADACHE, SORE THROUGHT OR A LOSS OF TASTE AND/OR SMELL, DO NOT PARTICIPATE IN THE SITE VISIT.

QUESTIONS...

- **To be official, questions must be in writing and submitted to Al Oracion via email:**

alfredo.oracion@houstontx.gov

- **Answers will be posted in HAS website as Addendum:**

<https://www.fly2houston.com/biz/opportunities/solicitations/102/>

THANK YOU