



PRE-BID CONFERENCE

INVITATION TO BID (ITB)

IAH RESTROOMS RENOVATION AT TERMINAL A & D AT GEORGE BUSH INTERCONTINENTAL AIRPORT (IAH) PROJECTS 971, 971A, 1009

Amanda Joseph
Sr. Procurement Specialist
Houston Airport System

Friday, April 19, 2024, 10:30 A.M. CT



Pre-Bid Meeting Agenda

- | | | |
|-----|--------------------------------|---|
| I. | Opening Remarks | Cathy Vander Plaats, Aviation Procurement Officer
Alfredo "Al" Oracion, Division Manager |
| I. | Solicitation Overview | Amanda Joseph
Sr. Procurement Specialist |
| II. | Office of Business Opportunity | Kellie Irving
HAS Deputy Assistant Director |
| IV. | Project Scope and Overview | Gerardo Velazquez, Sr. Project Manager
Korvin Banks, Project Manager |
| V. | Questions/Answers/Site Visit | |

Procurement Process Reminder

Quiet Period

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

Solicitation Overview

PURPOSE:

The City of Houston (City), The Houston Airport System (HAS) is seeking a contractor to renovate the existing restrooms in Terminal A and D at George Bush Intercontinental Airport (IAH).

IAH Terminal D Restroom Renovation at Multiple Gates (PN 971):

- DBE Goal 6%

IAH Terminal D Sterile Corridor Restrooms Renovation (PN 971A):

- DBE Goal 6%

IAH Terminal A Restrooms Upgrade (PN 1009):

- DBE Goal 7%



Solicitation Overview

SOLICITATION DUE DATE AND TIME:

Thursday, May 16, 2024, 10:30 A.M. CT

QUESTIONS AND REQUESTS FOR ADDITIONAL INFORMATION ARE DUE BY:

Wednesday, April 24, 2024, 3:00 P.M., CT

Must be received electronically and directed via email to:

amanda.joseph@houstontx.gov

Additional Info/Specification Changes

ADDENDA:

Responses to questions received from potential Firm(s) and any changes to the scope shall be confirmed in writing and will be posted to the HAS website (www.fly2houston.com) prior to submittal due date.

Additional Info/Specification Changes

To receive e-mail notifications, please join the prospective proposers list:

JOIN PROSPECTIVE PROPOSERS LIST TO RECEIVE UPDATE NOTICES

To receive email notices of changes or addendums to this posting you must register as a Prospective Proposers. Registration is for this contract opportunity only. This Prospective Proposers List, and the information you provide for it, are on public display on this Web site. Click below to be added to the Prospective Proposers List for this project. You will be notified by email of new documents posted for this opportunity.

YOUR INFORMATION

First Name *

Last Name *

Email *

COMPANY INFORMATION

Company

MWBE/DBE

Phone

SUBMIT

[List of Current Prospective Proposers >](#)



Procurement Timeline

<u>Description</u>	<u>Scheduled Date</u>
→ Advertisement of Solicitation	4/5/2024
→ Pre-Bid Conference and Site Visit	4/19/2024
→ Deadline for Submission of Questions	4/24/2024
→ Bid Due Date	5/16/2024
→ City Council Agenda Date (Estimated)	8/28/2024
→ Contract Start Date (Estimated)	November 2024



Submittal Procedures – Document 00210

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** no later than **10:30 A.M., (CT) on Thursday, May 16, 2024.**

Submittal Procedures – Document 00210 cont.

Please include the solicitation name and number in the subject line for e-mails and for each package. In addition, please provide all applicable contact information.

- **“ITB No.: H93-IAHRRR-2024-026, PN 971 – IAH Terminal D Restroom Renovation at Multiple Gates”**
- **“ITB No.: H93-IAHDSC-2024-024, PN 971A – IAH Terminal D Sterile Corridor Restrooms Renovation”**
- **“ITB No.: H93-IAHARR-2024-025, PN 1009 – IAH Terminal A Restrooms Upgrade”**

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 the bid due date.

Document 00410A
BID FORM – PART A

To: **The Honorable Mayor and City Council of the City of Houston
City Hall Annex
900 Bagby Street
Houston, Texas 77002**

Project: Terminal A Restroom Upgrade
Project No.: 1009
Bidder: _____
(Print or type full name of business entity, such as corporation, LLC, etc)

1.0 OFFER

A. Total Bid Price: Having examined the Project location and all matters referred to in Bid Documents for the Project, we, the undersigned, offer to enter into a Contract to perform the Work for the Total Bid Price shown on the signature page of this Document

B. Security Deposit: Included with the Bid is a Security Deposit in the amount of 10 percent of the Total Bid Price subject to terms described in Document 00200 – Instructions to Bidders.

C. Period for Bid Acceptance: This offer is open to acceptance and is irrevocable for 180 days from Bid Date. That period may be extended by mutual written agreement of the City and Bidder.

D. Addenda: All Addenda have been received. Modifications to Bid Documents have been considered and all related costs are included in the Total Bid Price.



The forms to be submitted with the bid are listed in 410A:

E. Bid Supplements: The following documents are attached:

- Security Deposit (*as defined in Document 00200 – Instructions to Bidders*)
- Document 00450 - Bidder's Statement of MWSBE Status
- Document 00454 - Affidavit of Non-interest
- Document 00455 - Ownership Information Form
- Document 00456 - Bidder's Certificate of Compliance with Buy American Program (*required for AIP funded project*)
- Document 00457 - Conflicts of Interest Questionnaire (CIQ)
- Document 00458 - Bidder's Certificate Regarding Foreign Trade Restriction (*required for AIP funded project*)
- Document 00459 - Contractor's Statement Regarding Previous Contracts Subject to EEO (*required for AIP funded project*)
- Document 00460 - Pay or Play Acknowledgement Form (POP 1-A)
- Document 00470D - Bidder's DBE Participation Plan (*required for AIP funded project*)
- Document 00480 - Form SCM-1 Reference Verification
- Document 00481 - Non-Collusion Statement
- Document 00600 - List of Proposed Subcontractors and Suppliers

Post Bid Documents

Within 10 workdays 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).

CONDITIONS OF THE CONTRACT

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

CONDITIONS OF THE CONTRACT

Document 00800 – Supplementary Conditions

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



Insurance on Document 00800

TABLE 1
REQUIRED COVERAGES

(Coverage)	(Limit of Liability)
.1 Workers' Compensation	Statutory Limits for Workers' Compensation
.2 Employer's Liability	Bodily Injury by Accident \$1,000,000 (each accident) Bodily Injury by Disease \$1,000,000 (policy limit) Bodily Injury by Disease \$1,000,000 (each employee)
.3 Commercial General Liability: Including Contractor's Protective, Broad Form Property Damage, Contractual Liability, Explosion, Underground and Collapse, Bodily Injury, Personal Injury, Products, and Completed Operations (for a period of one year following completion of the Work)	Combined single limit of \$1,000,000 (each occurrence), subject to general aggregate of \$2,000,000; Products and Completed Operations \$1,000,000 aggregate.
.4 Owner's and Contractor's Protective Liability	\$1,000,000 combined single limit each Occurrence/aggregate
.5 Installation Floater (Unless alternative coverage by City Attorney)	Value of stored equipment or material, listed on Certificates of Payments, but not yet incorporated into the Work
.6 Automobile Liability Insurance: (For automobiles furnished by Contractor in course of his performance under the Contract, including Owned, Non-owned, and Hired Auto coverage)	\$1,000,000 combined single limit each occurrence for Any Auto.
.7 Excess Coverage	\$1,000,000 each occurrence/combined aggregate in excess of limits specified for Employer's Liability, Commercial General Liability, and Automobile Liability
.8 Optional Coverages	(Required when checked)
<input checked="" type="checkbox"/> (b) Property & Casualty Coverage: "All Causes of Loss" Builders Risk Form for directing physical change to building or plant construction on Work site and/or all land improvements including all work. [Including but not limited to earthquake, flood, boiler and machinery--including testing, damage to existing or adjoining property, time element coverage, collapse, soft costs (management, architecture, financial costs, pre-opening costs, etc.), transit coverage, off-site storage].	100% Contract price, including all change orders

CITY OF HOUSTON STRATEGIC PROCUREMENT DIVISION

- If you are not registered as a City of Houston vendor, please follow the instructions below.
- Please visit our Supplier Portal using the attached link. Below is a screenshot of the website. Please follow the instructions provided for the circumstance that pertains to your company. [Strategic Procurement Division \(houstontx.gov\)](https://www.houstontx.gov/bizwithhou/SupplierPortal.html)



The screenshot shows the Supplier Portal website. The URL is <https://www.houstontx.gov/bizwithhou/SupplierPortal.html>. The page title is "STRATEGIC PROCUREMENT DIVISION" and the sub-page is "Supplier Portal". There are two main buttons: "ARIBA EXISTING SUPPLIER LOGIN" and "NEW SUPPLIER REGISTRATION". Below the "NEW SUPPLIER REGISTRATION" button, there is a note: "(Only if you never had a vendor number/supplier ID with City of Houston)". A paragraph of text explains that users with a vendor number should not use the new registration link. A second paragraph states that new requests on Ariba Network will be reviewed and potentially denied if duplicated.

https://www.houstontx.gov/bizwithhou/SupplierPortal.html

Home > Strategic Procurement Division > Supplier Portal

STRATEGIC PROCUREMENT DIVISION

Supplier Portal

[ARIBA EXISTING SUPPLIER LOGIN](#)

[NEW SUPPLIER REGISTRATION](#) (Only if you never had a vendor number/supplier ID with City of Houston)

If you have previously registered with the City of Houston and have a vendor number, please DO NOT use New Supplier Registration link. In order to avoid duplication and allow legacy suppliers to continue using the existing vendor number, we have sent out invitation to your email in record. Please use the link in the email to complete the process. If you have not received any invitation email, please contact HoustonPurchasing@houstontx.gov.

If you have already submitted a new request on Ariba Network, we will review your request and deny it once we find duplicated record(s).

DEPT. MAIN LINKS

- [Strategic Procurement Homepage](#)
- [Finance Department Homepage](#)

PROCUREMENT LINKS

- [Chief Procurement Officer](#)
- [Administrative Policies](#)
- [Bid Law](#)
- [Department Purchasing Representative](#)
- [Employee Directory](#)
- [Overview of Bid Processes](#)
- [Purchasing Terms and Conditions](#)

Vendor Number on Document 00460 – POP-1



City of Houston Pay or Play Program Acknowledgement Form



It has been determined that the project currently open for bidding meets the criteria of the City of Houston Pay or Play program. This form acknowledges your awareness of the Pay or Play program which is authorized by Ordinance 2007-534. Your signature below affirms that you will comply with the requirements of the program upon contract award and ensure the same on behalf of your subcontractors that may be subject to the Pay or Play Program.

I declare under penalty of perjury under the laws of the State of Texas that if awarded this contract which meets the criteria for the City of Houston's Pay or Play Program, I will comply with all requirements of the Pay or Play Program in accordance with Executive Order 1-7.

Fill out all information below and submit this form with your bid/proposal packet.

Solicitation Number

Signature

Print Name

Company Name

Email Address

Date

City Vendor ID

Phone Number



OFFICE OF BUSINESS OPPORTUNITY

HAS Office of Business Opportunity

Kellie Irving

HAS OBO Deputy Assistant Director

has.obo@houstontx.gov



Office of Business Opportunity

About Us

- Establish M/WBE and DBE Goals
- Evaluate Good Faith Efforts
- Determine Commercially Use Functions
- DBE and MWBE Participation Plans and Letters of Intent
- B2GNow
- Labor Compliance (Prevailing Wages/Weekly Certified Payrolls)
- EEO Requirements and Drug Policy
- Hire Houston First Program
- Pay or Play (POP)
- DBE and ACDBE Certifications

OFFICE OF BUSINESS OPPORTUNITY

DIVERSITY REQUIREMENTS

The goals on the project are the following:

- DBE Goals:
 - 6% for Terminal D restrooms
 - 7% for Terminal A restrooms
- Weekly Certified Payroll
- Pay or Play Program



OFFICE OF BUSINESS OPPORTUNITY

CERTIFICATION

- Participating Firms Must Be Certified Disadvantaged Business Enterprise (DBE) in the State of Texas.
- Firms Must Be Certified DBE At Time Of Bid Submission. If Not Certified DBE, They Will Not Be Counted Towards Contract Participation.
- MWSBE Certification Will Not Be Counted Towards the Goal.
- Questions About Certification, Visit <http://www.houstontx.gov/obo> Or By Phone (832) 393-0600.



Searching for DBE's

DBE Goal Achievement

There are resources available to assist in assembling your team of certified subcontractors to meet the DBE participation goal for this federally funded project.

Follow these easy steps to access the MWDBE/SBE Directory. Log on to the City of Houston's Website at www.houstontx.gov.

- Click on the Departments Link/Departments and Directors
- Click on the Office of Business Opportunity
- Click on the Certified Firm Directory

You will then view a search parameter screen where you may enter a company name (Search by Business Name or DBA) or a business description (Search by Business Description). Additionally, check off the applicable certification types you need at the bottom of the screen. For this project, search by Certification type (MBE, WBE or M/WBE). The system will then provide you with a list of currently certified companies for that business type. Clicking on the company's name will give you the contact information.

Contact the HAS Office of Business Opportunity if you encounter any problems or have questions. We can help guide you through this process.

Opportunity if you encounter any problems or have questions. We can help guide you through this process.

Kellie Irving, Deputy Assistant Director, HAS - Office of Business Opportunity

kellie.irving@houstontx.gov (281) 233-7833



OFFICE OF BUSINESS OPPORTUNITY

OTHER REQUIREMENTS

- Davis Bacon Prevailing Wage (Building)
- City of Houston Pay or Play Program (POP)

Diversity Requirements

Pay or Play Program

- Developed to address the needs of the uninsured in the Houston area by Executive Order 1-7, certain contractors are required to either:
- Pay: Contribute a designated amount to be used to offset the costs of providing healthcare to uninsured people in the Houston/Harris County area.
- Play: Provide certain employees a minimum level of healthcare benefits.
- Funds collected as a result of POP are placed in a Contractor Responsibility Fund that provides healthcare services to uninsured individuals in the Greater Houston area.



Diversity Requirements

Pay or Play Program

- Vendors must complete and return the following forms before contract award by the Contracting Department:
 - o Acknowledgment Form (POP-1)
 - o Certification of Compliance (POP-2)
 - o Participating Subcontractors Form (POP-3)



OFFICE OF BUSINESS OPPORTUNITY

Quick List

- Please follow the instructions on Document 00811.
- Complete all applicable OBO sections in its entirety.
- List percentage and dollar value of your DBE team member.
- Complete a Letter of Intent for each DBE participating on your team.
- List and submit with your bid all activities engaging DBE firms.

Questions

HAS Office of Business Opportunity

has.obo@houstontx.gov



Project Scope and Overview

HOUSTON AIRPORT SYSTEM INFRASTRUCTURE

Robert Plushnick, Design Manager Infrastructure

**Korvin Banks, Project Manager for Terminal D Sterile Corridor and
Terminal D Restroom Renovation**

Gerardo Velazquez, Project Manager for Terminal A Restrooms Upgrade

Project Scope and Overview

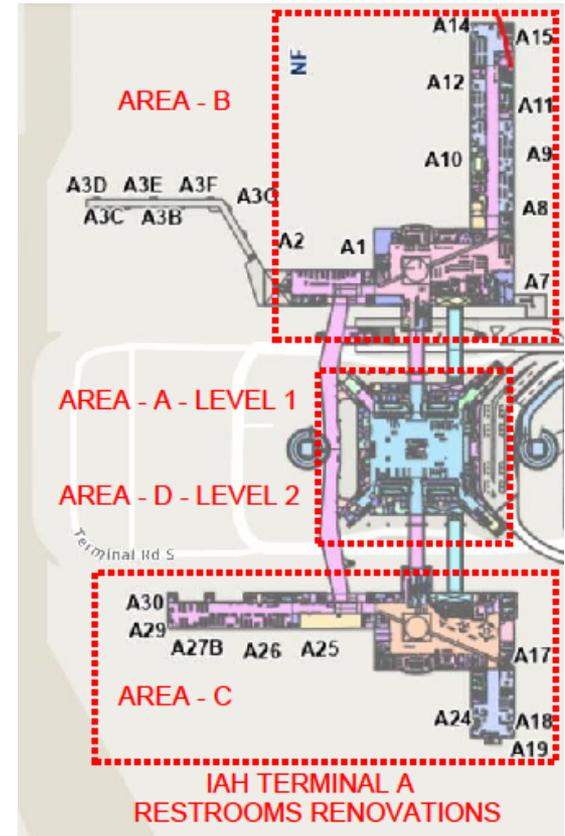
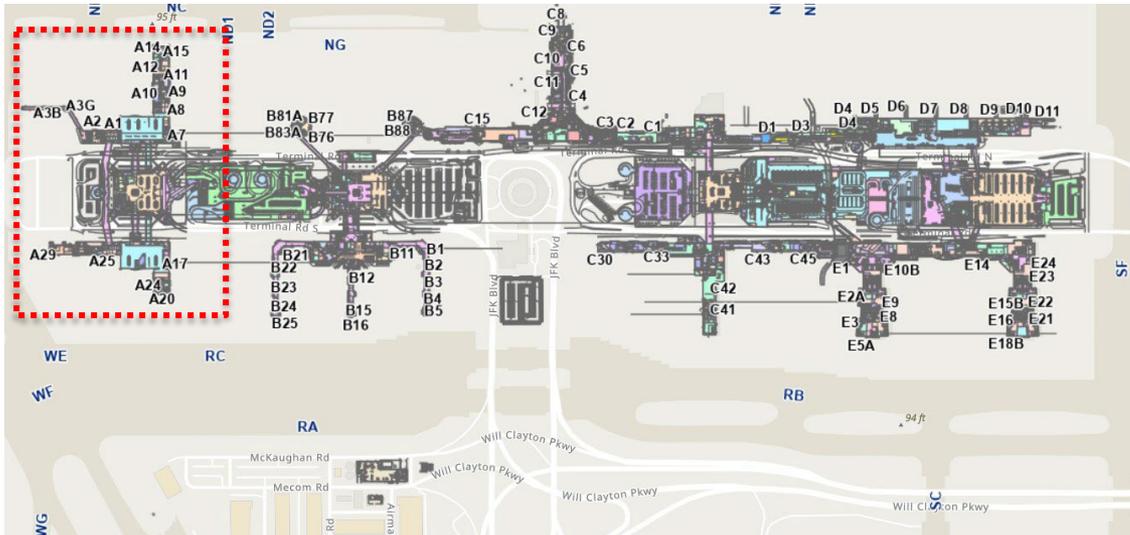
PN1009 Terminal A Restrooms Upgrade

Refresh on eighteen (18) existing Terminal A restrooms (9 men's, 9 women's, 3 family rooms and janitor closets) on the Baggage Claim Levels 1 and 2 and 1 new adult restroom on Level 2. All restrooms will be based on HAS Modular Restroom Guideline Standards. Construction will be 4 Phases. Must achieve Substantial Completion within 750 calendar days of NTP.



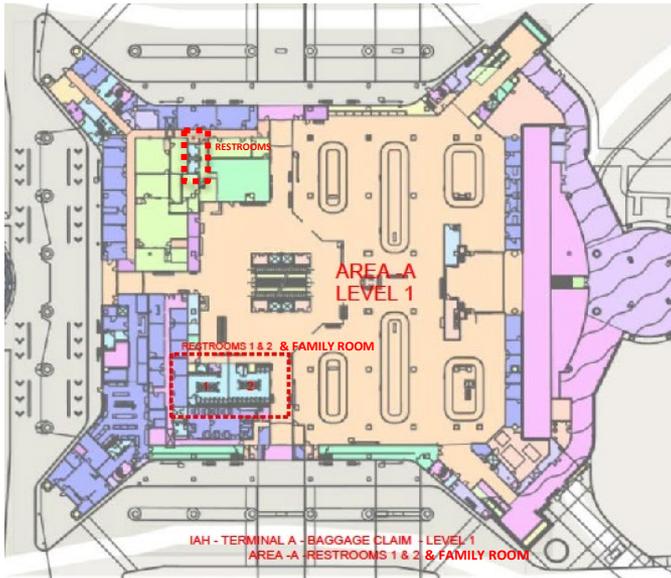
Project Scope and Overview

PN1009 Terminal A Restrooms Upgrade

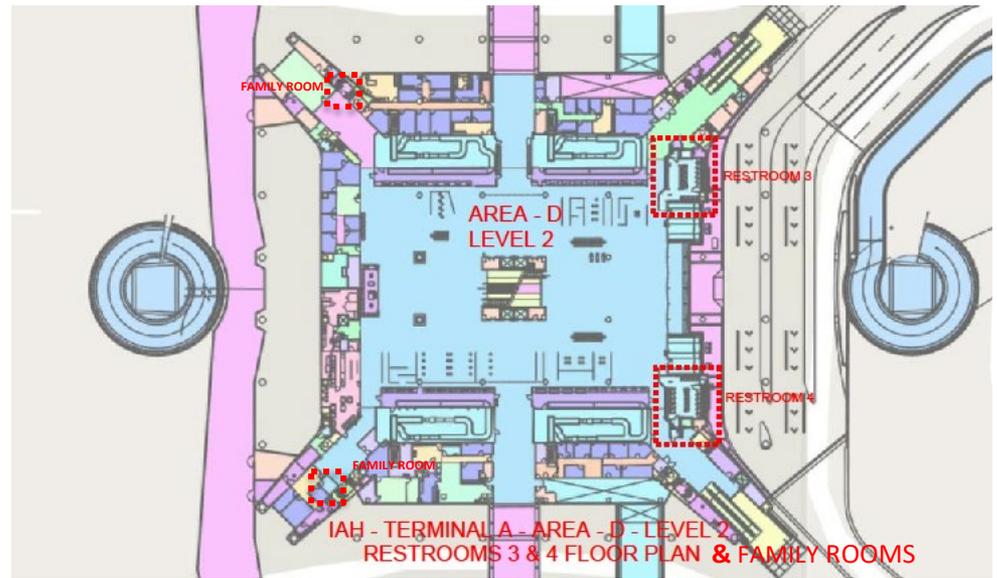


Project Scope and Overview

PN1009 Terminal A Restrooms Upgrade



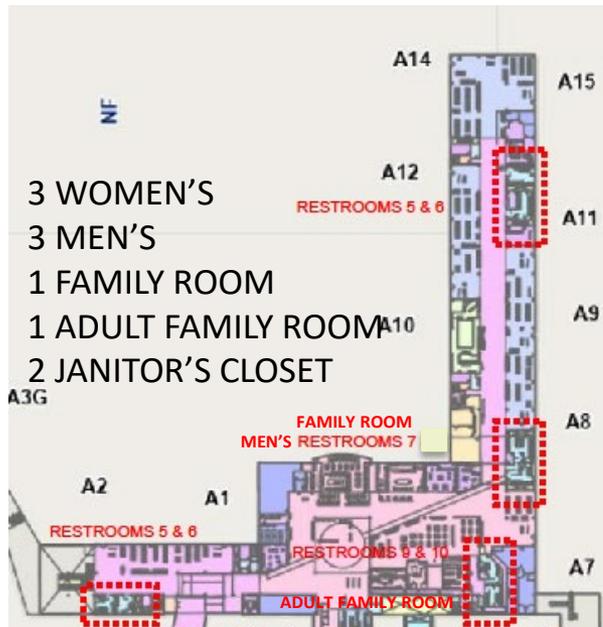
- 1 WOMEN'S
- 1 MEN'S
- 1 FAMILY ROOM
- 1 JANITOR'S CLOSET



- 1 WOMEN'S
- 1 MEN'S
- 4 FAMILY ROOMS
- 2 JANITOR'S CLOSET

Project Scope and Overview

PN1009 Terminal A Restrooms Upgrade



- 3 WOMEN'S
- 3 MEN'S
- 1 FAMILY ROOM
- 1 ADULT FAMILY ROOM
- 2 JANITOR'S CLOSET

RESTROOMS 5 & 6

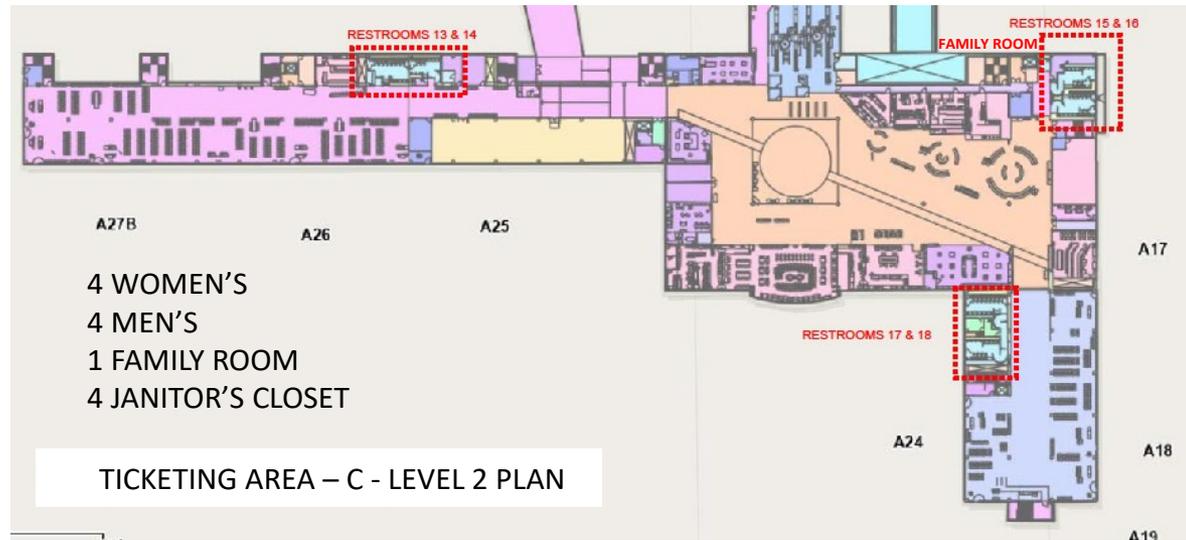
FAMILY ROOM
MEN'S RESTROOMS 7

RESTROOMS 5 & 6

RESTROOMS 9 & 10

ADULT FAMILY ROOM

TICKETING AREA – B - LEVEL 2 PLAN



- 4 WOMEN'S
- 4 MEN'S
- 1 FAMILY ROOM
- 4 JANITOR'S CLOSET

RESTROOMS 13 & 14

RESTROOMS 15 & 16

RESTROOMS 17 & 18

TICKETING AREA – C - LEVEL 2 PLAN

Project Scope and Overview

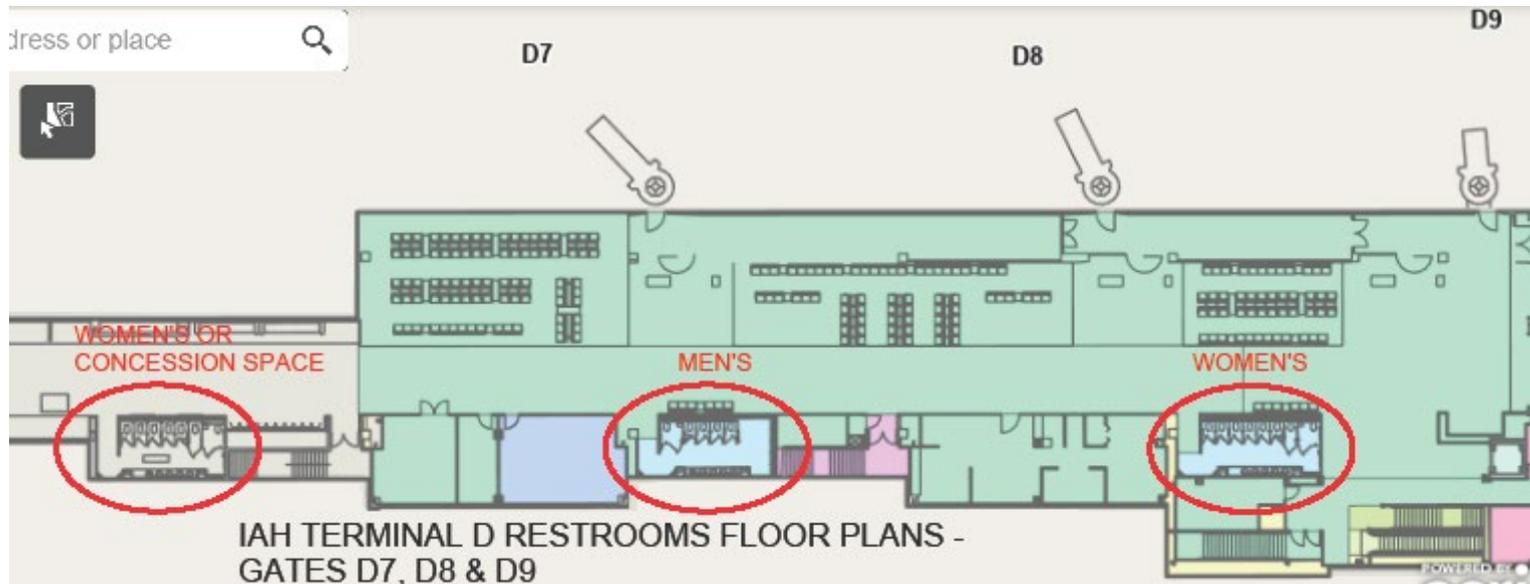
PN 971 IAH Terminal D Restroom Renovation at Multiple Gates

Renovate three existing restrooms at Gates D7, D8, D9, Nursey at D14 and miscellaneous restroom work at D16 (floors, stalls and laboratories and janitor closet on the Departure Level of Terminal D. All Restrooms will be HAS Modular Restroom Guideline Standards. Construction will be 2 Phases. Must achieve Substantial Completion within 355 calendar days of NTP.



Project Scope and Overview

PN 971 IAH Terminal D Restroom Renovation at Multiple Gates



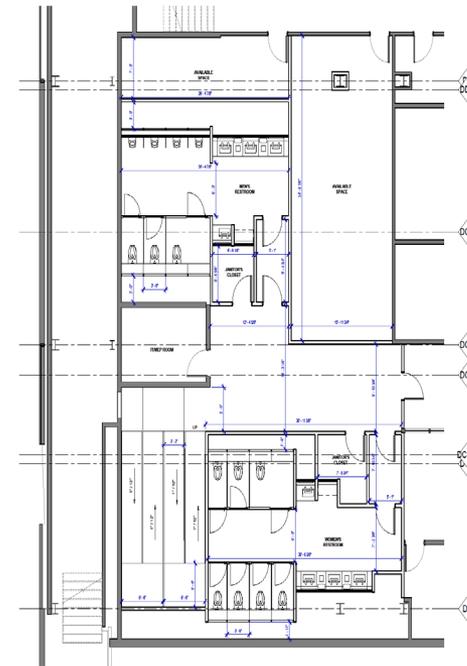
EXISTING CONDITIONS

Project Scope and Overview

PN 971A Terminal D Sterile Corridor Restroom Renovation

Construct new ramp to access renovated restrooms from the Terminal D Sterile Corridor renovate existing restrooms and janitor closet on the Mezzanine Level of Terminal D and tie them into the Sterile Corridor. All restrooms will be based on HAS Modular Restroom Guideline Standards. Construction will be a single phase. Must achieve Substantial Completion within 293 calendar days of NTP.

Questions?





Questions

- To be official, questions must be in writing and submitted via email to:
Amanda.Joseph@houstontx.gov
- Questions are due no later than 3:00 p.m. (CT) on Wednesday, April 24, 2024
- Responses will be posted on the HAS website as an Addendum:
<https://www.fly2houston.com/biz/opportunities/solicitations>
- Please visit the website above for other bid opportunities.



Project Site Visit

Site Visit: Friday, April 19, 2024, immediately after the pre-bid conference.

Safety guidelines during the site visit.

Closing Remarks



Thank you!