



CITY OF HOUSTON
HOUSTON AIRPORT SYSTEM
REQUEST FOR INFORMATION (RFI)

Solicitation No.: H37-RFIMUFD-2024-017

MULTI-USE FACILITY DEVELOPMENT at
ELLINGTON AIRPORT (EFD) HOUSTON SPACEPORT (HSP)

Date Issued: March 22, 2024

Pre-Submittal April 5, 2024, 10:30 A.M.

Conference and Site Tour: Ellington Airport Administration Building,
11602 Aerospace Ave.
Houston, Texas 77034

Questions Deadline: April 17, 2024, at 12:00 P.M. (Noon)

Solicitation Due Date: May 7, 2024, at 2:00 P.M.

Solicitation Contact Person: Andre' Morrow, C.P.M., CPPB
Sr. Procurement Specialist, Houston Airport System
andre.morrow@houstontx.gov
281-233-1046 (o) 832-584-7130 (m)

Project Summary: The Houston Airport System (HAS) is seeking industry information and input for innovative strategies and approaches from highly qualified firms that can be applied or included in the development of a subsequent Request for Qualifications (for Statement of Qualifications – RFQ) and Request for Proposals (RFP) that support attainment of the EFD/HSP goal to develop and construct an approximately 120,000 sf specified building with potential uses of light manufacturing/assembly for advanced products, high bay, and office space at Ellington Airport (EFD)/Houston Spaceport (HSP). EFD/HSP is open to, but not limited to, business models provided by a firm (or team) with competencies to Design, Build, Finance, Operate and Maintain (DBFOM).

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

PART 1 – GENERAL INFORMATION

1.0 GENERAL INFORMATION

- 1.1 Houston Airport System is choosing a pro-active approach to its vision of continued growth of Houston Spaceport (HSP). The recent successes at Houston Spaceport are improved with a focus on development of vacant land to attract companies within the aerospace/commercial space industry. This RFI is the first step in a process that HAS will follow in the development of Houston Spaceport.
- 1.2 The expectations of this RFI are to collect industry input that can be applied or included in the development of a subsequent Request for Qualifications (or Statement of Qualifications – RFQ) and Request for Proposals (RFP) that will identify potential partners for delivering the development project that contains specified services and a defined scope of work. For now, this RFI is seeking information and input for innovative strategies and approaches that support attainment of the following Houston Airport System (HAS)/HSP goals:
1. Construction: approximately 120,000 sq. ft. spec building designed with potential uses of light manufacturing/assembly for advanced products, high bay, and office space.
 2. Experience: Comprehensive knowledge of the aerospace/commercial space industry with previous project experience and potential tenant types.
 3. Collaboration: Provide for coordinated design development with a Design, Build, Finance, Operate, Maintain contractor eliciting EFD/HSP input with regard to tenants.
 4. Quality: Deliver a product that exceeds minimum performance specifications outlined in the basis of design in accordance with HAS and HSP building design standards (<https://www.fly2houston.com/biz/resources/building-standards-and-permits>) with respect to certain finishes, aesthetics, etc.
 5. Flexible and scalable: Design of spec or build-to-suit being flex space for future tenants.
 6. Low risk: Proven technologies and business model that reduces risks to EFD/HSP and current anchor tenants.
 7. Accountability: Provide a single point of accountability for performance of all services under the DBFOM model.
- 1.3 EFD/HSP is open to business models provided by firm (or team) with competencies to Design, Build, Finance, Operate and Maintain (DBFOM) to the project (the DBFOM firm).
- 1.4 The DBFOM team consists of a Prime respondent and affiliated partners, joint ventures, vendors, and subcontractors that collectively can deliver each component of the business model. Design services must include Texas registered professionals. Build services must include contracting expertise to construct the required specifications of the project. Financing services must include for the DBFOM firm to fund the required investments in capital and subsequent operations. Operations and maintenance services related to the project must be provided by the firm and require minimal involvement of EFD/HSP O&M teams.

Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)

Solicitation # H37-RFIMUFD-2024-017

- 1.5 Firms that do not offer all DBFOM services are encouraged to team with others to arrive at a complete team that can respond to the future DBFOM solicitation. HAS seeks to avoid a piecemeal approach that apportions DBFOM responsibilities across multiple suppliers. However, HAS will accept responses from firms that provide any of the DBFOM services but do not qualify as a single point of responsibility as Prime provider of DBFOM services. Respondents to this RFI shall identify the expertise(s) provided.

2.0 PROGRAM BACKGROUND

- 2.1 Ellington Field opened in 1917 as one of 32 Air Service training camps named after First Lt. Eric Ellington. Most military facilities built in the same year have come and gone, while Ellington remains active in terms of commercial and general aviation, military, and now serving as the future space exploration. With a portion of Ellington now designated as Houston Spaceport, this history-rich site continues to flourish and will serve as a catalyst to bring a wide range of aerospace-related industries, research, and education to the City of Houston while connecting the city to the rest of the world.
- 2.2 The commercial space/aerospace market in Houston is permeating with new energy. The “Space City” moniker was given decades ago, and Houston continues to earn it. The city of Houston and the focus of roughly 200 companies in the region focused on aerospace continues to broaden and EFD/HSP will grow and expand step for step. A cross fusion of technology is fueling acceleration of the industry. The government of the state of Texas has recognized the importance of this growth and has established the Texas Space Commission going as far as including the Texas Higher Education Coordinating Board to support the initiative across government, private companies, and education.
- 2.3 The future project should provide flex space for maturing companies to continue their growth and add value to EFD/HSP, our 3 anchor tenants, and the commercial space/aerospace industry as a whole. Companies within the industry are in need of facilities to serve as their new headquarters, precision manufacturing, test facilities, research and development, academia, and mission control.
- HSP currently has three anchor tenants: Axiom Space, Collins Aerospace, and Intuitive Machines. These companies are developing products such as next generation space suits, lunar terrain vehicles for exploration, lunar data services and access, software development and propulsion.
- 2.4 This RFI includes questions regarding each respondent’s current capabilities, demographics, and past experiences, and how those experiences may inform working with EFD/HSP as it relates to operating models, leading practices, and process improvements.

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

3.0 ABOUT THE PROJECT

- 3.1 The overarching objective of the Project is to enable EFD/HSP, its advisors, and the City of Houston to identify, procure, and implement continuous growth at HSP.
- 3.2 As the development of commercial spaceports continues to grow, HSP is seeking to be on the leading edge of commercial space with regards to top companies within the industry, academia, and national defense. The Project would consist of approximately 120,000SF of light industrial space for advanced products, testing, and office space designed for multi-tenant use. A portion of the space could include high bay space as needed.
- 3.3 Tenants occupying the space will be decided upon in conjunction with EFD/HSP based on aerospace/commercial space needs.
- 3.4 The parcel size is approximately 5.62 acres (245,800SF) and will need to include space for parking based on the City of Houston's required number of spaces of 2.5 parking spaces for every 1,000 square feet of gross floor area (GFA) which covers the multi-use projections for the Project.

4.0 RFI SCHEDULE

Event*	Date & Time
RFI Release Date	March 22, 2024
Pre-Submittal Conference	April 5, 2024
Deadline to Submit Questions	April 10, 2024
RFI Response Due Date	May 9, 2024

*The City of Houston, HAS, HSP may release an RFQ/RFP after reviewing responses to this RFI.

5.0 RFI RESPONSE SUBMITTAL

5.1 SUBMISSION FORMAT

The City of Houston's review committee will review the submissions based on the following criteria. Please be advised that the information received may be utilized in a forthcoming RFQ/RFP.

A. Business Viability and Capacity (Maximum 3 Pages)

- 1. Corporate Name.
- 2. DBA name if different from 1.
- 3. State of incorporation in the United States.
- 4. Location of corporate headquarters.

Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)

Solicitation # H37-RFIMUFD-2024-017

5. Is the company legally qualified to do business with the City of Houston, and within the State of Texas, and conduct all aspects of the subject project as required by Texas State and Federal law (e.g., the company or sub-consultant that may perform engineering services must be registered with the Texas Board of Registration for Professional Engineers)?
6. Geographic coverage of business activities.
7. List at least three (3) recent clients/customers for whom your company has provided major commercial real estate projects comparable to the Project.
8. Is your firm an MWBE firm? If so, has your firm done business with the City of Houston before? If not, has your firm used MWBE firms to perform services on other projects with the City of Houston or State of Texas, or elsewhere? Please provide details.
9. Does your company have the technical capacity to undertake such a project of the size/capacity of the identified Project?
10. Does your company have the financial capacity to undertake such a project of the size/capacity of the identified Project?
11. In your professional opinion, what would the anticipated cost per square foot be? (Your response is NON-BINDING to this RFI or any subsequent RFQ/RFP)

B. Services (Maximum 5 pages)

1. Describe company's scope of regular business services.
2. Describe whether and how the Project fits into your regular scope of business services.
3. Describe why the Project is of interest to your company.
4. Would your company propose to deliver the Project as a prime, as a form of joint venture, or as a member of a consortium?
 - i. If not the prime, in what role would you foresee your company participating?
 - ii. Why and how are you qualified to perform in the anticipated Project capacity?

C. Development Project Approach (Maximum 15 pages)

1. What are the major issues and challenges that your company perceives with the Project? (Please address any and all risks that your company foresees; e.g., infrastructure, construction costs, lease price per square foot, long lead times for supplies and materials based on economic and supply chain issues, etc.)
2. Is your company/team able to deliver the project as DBFOM model? You are also free to suggest alternative delivery approaches.
3. What is your company's experience in the aerospace/commercial space industry? (Please explain any projects that your company has delivered to other clients/customers in relation to aerospace/commercial space, and describe your role on the listed projects)

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

4. Identify how your company's approach(es) and delivery method(s) would meet the stated objective.
5. Does your company provide operation and maintenance (O&M) services for facilities of the type identified by this Project? If so, provide a summary of your approach for this Project.
6. Does your company provide financing for the type of facility defined by this Project? If so, provide a summary of your approach for Project financing.

D. Additional Information (Maximum 20 pages)

1. Please provide any other information or details you believe pertinent to the successful delivery of the Project.
2. Individual project profiles should be limited to one page in length for each project.

6.0 RFI RESPONSE – SUBMITTAL INSTRUCTIONS

- 6.1 Please indicate your interest to this RFI requirement by adhering to the following submittal procedure. Provide six (6) printed copies of the Response to this Request For Information, including one (1) printed original (marked original) signed in BLUE ink, as well as seven (7) completed copies on memory stick (USB drive), labeled with the appropriate name and number that includes a complete copy of all information in the printed original, submitted in a sealed envelope to:

**Houston Airport System Administration Building
16930 John F Kennedy Blvd.
Houston, Texas 77032
Attn: Cathy Vander Plaats, Aviation Procurement Officer**

- 6.2 The City of Houston desires to minimize the submission of unnecessary RFI material. Please include the RFI identification number H37-RFIMUFD-2024-017 on any submissions.
- 6.3 The envelope or package should clearly identify the name and address of the Respondent and indicate the contents to be: "Response to RFI # H37-RFIMUFD-2024-017: RFI – Multi-Use Facility Development at EFD/HSP".
- 6.4 The deadline for submissions in response to this RFI is May 9, 2024, at 2:00 PM Central Standard Time.

7.0 QUESTIONS ON THE RFI

- 7.1 Questions and comments regarding this RFI must be emailed to:
Andre.Morrow@houstontx.gov.
- 7.2 The deadline for requests for additional information and questions is April 10, 2024 @ 12:00 PM (Noon) CST. Please include the phrase "[RFI # H37-RFIMUFD-2024-017: QUESTIONS](#)"

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

in the subject line and provide all applicable contact information. EFD/HSP will provide written responses to all questions received in writing before the additional information and questions deadline. Questions received from all Respondents will be answered and posted on HAS website <http://www.houstonairports.biz/> in the form of a Letter of Clarification (LOC). It is the Respondent(s)'s responsibility to ensure that they secure all correspondence.

8.0 GENERAL TERMS

- 8.1 Interested vendors are encouraged to submit information requested in this RFI. The City of Houston may use this information as source material for a subsequent RFI/RFP.
- 8.2 All information provided and expenses incurred must be at "NO COST" to the City of Houston, HAS, or HSP. All responses will be subject to the Texas Public Information Act (TPIA). Any proprietary materials and/or trade secrets that must be submitted should be clearly and individually marked.
- 8.3 The City of Houston, HAS, and HSP will not be liable for any costs of work performed in the preparation and production of any RFI response. By submitting a response to the RFI, respondent agrees not to make any claims for, or have any right to, damages because of any misunderstandings or misrepresentation of the information, or because of any misinformation or lack of information in the RFI. The responses to the RFI shall become the property of the City of Houston, HAS, and HSP. The City of Houston has the right to adopt, modify, or reject any or all ideas presented in any material submitted in response to the RFI. Information provided may be used in a future RFQ/RFP.

Since this RFI is designed as a tool to collect information and will not result in a procurement contract for the Project, it does not fall under the requirements of Chapter 252 of the Texas Local Government Code.

- 8.4 TPIA and Responses
1. The purpose of the TPIA requirements is to promote the public's right to know the process of governmental decision-making and to grant maximum public access to governmental records.
 2. Thus, a member of the public may submit a TPIA request for disclosure of the contents of the responses submitted to the City of Houston in response to this RFI. The responses of respondents are subject to disclosure under the TPIA. However, pursuant to Section 552.110, a governmental agency may except from disclosure information that qualifies as a trade secret or commercial and "financial information privileged or confidential by statute or judicial decision." Mark clearly in your RFI response, any information you claim as proprietary, copyrighted, or rights reserved which may be protected from disclosure under the TPIA.

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

3. If there is information in your response, which you claim meets the requirements set forth by Section 552.110 of the TPIA, you must inform the City of Houston in a letter or by email, accompanying your response.

8.5 The City of Houston, HAS, and HSP reserve the right to:

1. Postpone or cancel this RFI upon notification to all RFI respondents.
2. Amend the specifications after release with appropriate notice to all RFI respondents.
3. Request RFI respondents to present supplemental information clarifying their responses, either in writing or in a formal presentation.

9.0 ADMINISTRATIVE INFORMATION

- 9.1 All recommendations and comments are welcomed and will be reviewed and considered. All recommendations of good merit and clear business logic and methodology may be used and incorporated into the final RFQ/RFP solicitation document.

10.0 EXHIBITS

Exhibit 1 – Ariel View: Subject Property (For Illustrative Purposes Only)

Exhibit 2 – Ariel View: Houston Spaceport (For Illustrative Purposes Only)

Exhibit 3 – Ariel View: Subject Property and 3 anchor tenants (For Illustrative Purposes Only)

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

EXHIBIT 1



FOR ILLUSTRATIVE PURPOSES ONLY

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

EXIBIT 2



FOR ILLUSTRATIVE PURPOSES ONLY

**Request For Information (RFI)
Multi-Use Facility Development at
Ellington Airport (EFD)/Houston Spaceport (HSP)**

Solicitation # H37-RFIMUFD-2024-017

EXHIBIT 3



FOR ILLUSTRATIVE PURPOSES ONLY