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# PRE-BID CONFERENCE

## INVITATION TO BID (ITB)

# PN 954- EFD Drainage Rehabilitation and Upgrade

## SOLICITATION NO.: HOA-ROADSEA-2024-011

Thursday, December 21, 2023.  
Lone Star Flight Museum Events Center  
11551 Aerospace Ave, Houston, Texas, 77034

**Ola Alhammami**  
Sr. Procurement Specialist  
Houston Airport System (HAS)  
Thursday, December 21, 2023, 02:00 PM

# Pre-Bid Conference Agenda

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- I. Opening Remarks  
Alfredo “Al” Oracion  
Division Manager
- II. Solicitation Overview  
Ola Alhammami  
Sr. Procurement Specialist
- III. Office of Business Opportunity  
Kellie Irving  
HAS OBO Deputy Assistant Director
- IV. Project Scope and Overview  
Eric Cardwell, P.E.  
Senior Project Manager
- V. Questions/Answers  
All questions must be submitted in writing  
via email to SCM, Ola Alhammami.

# Opening Remarks

Alfredo “Al” Oracion  
Division Manager

# Procurement Process Reminder

## Quiet Period

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- 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.
- Actual and prospective bidders (including their representatives or persons acting on their behalf) are prohibited from contacting members of City Council or any City employees other than the contracting officer.
- All inquiries regarding this solicitation are to be directed to the designated City Representative, [Ola Alhammami](#).

## Disclaimer:

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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.

**EFD DRAINAGE REHABILITATION AND UPGARDE**  
**Invitation to Bid (ITB):** This project is for the reconstruction of two (2) stormwater headwalls/culverts. One is at EFD Ditch C on the south side of the airfield, and the other is Northwest of RWY 4/22.

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

**Thursday, January 11, 2024, 3:00 P.M., CT**

**SOLICITATION DUE DATE AND TIME:**

**Thursday, February 08, 2024, 10:30 A.M., CT**

Must be received electronically and directed via email to:

[ola.alhammami@houstontx.gov](mailto:ola.alhammami@houstontx.gov)

Please include the phrase “**QUESTIONS: ITB No. HOA-RODSEA-  
2024-011, EFD DRAINAGE REHABILITATION AND UPGRADE**

in the subject line and provide all applicable contact information.

# ADDITIONAL INFORMATION AND SPECIFICATION CHANGES

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## ADDENDA

**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 Houston Airport System website: [www.fly2houston.com](http://www.fly2houston.com) prior to bid due date.**



# Procurement Timeline

<b>Description</b>	<b>Scheduled Date</b>
→ Advertisement of Solicitation	12/01/2023
→ Pre-Bid Conference and Site Visit	12/21/2023
→ Deadline for Submission of Questions	01/11/2024
→ Bid Due Date	02/08/2024
→ City Council Agenda Date (Estimated)	04/29/2024
→ Contract Start Date (Estimated)	06/18/2024

# Submittal Procedures

- **Submit one (1) sealed original bid** signed in **BLUE** ink and marked “original” along with **two (2) copies** of the submittal in hard copy **and** on USB thumb drives labeled with the solicitation name and number.
- All submittals must be delivered to the City Secretary of the City of Houston, in the City Hall Annex, Public Level, 900 Bagby, Room P101, Houston, Texas 77002 by **10:30 A.M., (CT) on Thursday, February 08, 2024.**
- All submittals must be labeled on the outside of the box **“ITB No.: ITB No. HOA-RODSEA-2024-011, EFD DRAINAGE REHABILITATION AND UPGRADE”** in the subject line and provide all applicable contact information.

# Bid Form

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

# Documents to be submitted with the Bid



EFD Drainage Rehabilitation and Upgrade  
Project No. 954

**BID FORM  
PART A**

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: EFD Drainage Rehabilitation and Upgrade

Project No.: HAS No. 954

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 90 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.
- 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
  - Others as listed: \_\_\_\_\_

02-07-2020

00410-A1

EFD Drainage Rehabilitation and Upgrade  
Project No. 954

**BID FORM  
PART A**

**2.0 CONTRACT TIME**

- A. If offer is accepted, Contractor shall achieve Date of Substantial Completion within 180 Calendar Days after Date of Commencement of the Work, subject to adjustments of Contract Time as provided in the Contract.

## Post Bid Documents (Recommended Firm)

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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).

## HAS Office of Business Opportunity

[has.obo@houstontx.gov](mailto:has.obo@houstontx.gov)

## 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

## Diversity Requirements

- **The DBE Goal on this project will be 13%**
- **Weekly Certified Payroll**
- **Pay or Play Program**



# Diversity Requirements – Kellie Irving

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- **The DBE Goal** on this solicitation is **13%**
- DBE firms must be certified by the City of Houston Office of Business Opportunity under an applicable NAICS code.
- Firms must be certified **DBE at the time of Bid Submission**. If not certified DBE, the firm's participation will not count towards the DBE contract goal and participation.
- MWSBE certification does not count for DBE credit.
- For 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](http://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 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.

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

[kellie.irving@houstontx.gov](mailto:kellie.irving@houstontx.gov) (281) 233-7833

# Diversity Requirements

- Davis Bacon Act Wage Determinations
- Certified Payroll – Building Construction

"General Decision Number: TX20230253 05/05/2023

Superseded General Decision Number: TX20220253

State: Texas

Construction Type: Building

County: Harris County in Texas.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Contracts subject to the Davis-Bacon Act are generally required to pay at least the applicable minimum wage rate required under Executive Order 14026 or Executive Order 13658. Please note that these Executive Orders apply to covered contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but do not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60).

<p>If the contract is entered into on or after January 30, 2022, or the contract is renewed or extended (e.g., an option is exercised) on or after January 30, 2022:</p>	<ul style="list-style-type: none"> <li>. Executive Order 14026 generally applies to the contract.</li> <li>. The contractor must pay all covered workers at least \$16.20 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2023.</li> </ul>
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## 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.

## 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)

## 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](mailto:has.obo@houstontx.gov)

## **INFRASTRUCTURE**

### **Asset Engineering Division**

**Eric Cardwell, P.E / Sr. Project Manager**  
**Warren Khankeo - Design Manager:**

### **Design Consultant**

**Atkins North America**  
**920 Memorial City Way, Suite 400**  
**Houston, TX 77024**  
**(713) 576-8500**



## PN 954 – Rehabilitation of Drainage Structures at EFD

Eric Cardwell – Project Manager  
Omar Abdulkareem - Design Manager:  
Atkins - Design Consultant  
Contractor – TBD



Ellington Airport (EFD), located in Harris County, is approximately 15 miles southeast of downtown Houston, Texas.

EFD is a joint operation base airport in the Houston Airport System that supports U.S. Military, NASA, and a variety of general aviation tenants.

EFD has three runways: 17R-35L (9,001' x 150'), 17L-35R (4,609' x 75'), and 4-22 (8,001' x 150'), with parallel and cross taxiway systems.



EFD

## PN 954 – Rehabilitation of Drainage Structures at EFD







## PN 954 – Rehabilitation of Drainage Structures at EFD

Eric Cardwell – Project Manager  
Omar Abdulkareem - Design Manager:  
Atkins - Design Consultant  
Contractor - TBD



The project includes the design services to reconstruct two headwalls/culverts at EFD Ditch C culvert on the south side of the airfield, and a headwall on the northeast corner of the airfield.



Figure 2 – Ditch C Existing Outfall



Figure 4 – North Culvert Headwall Erosion

EFD



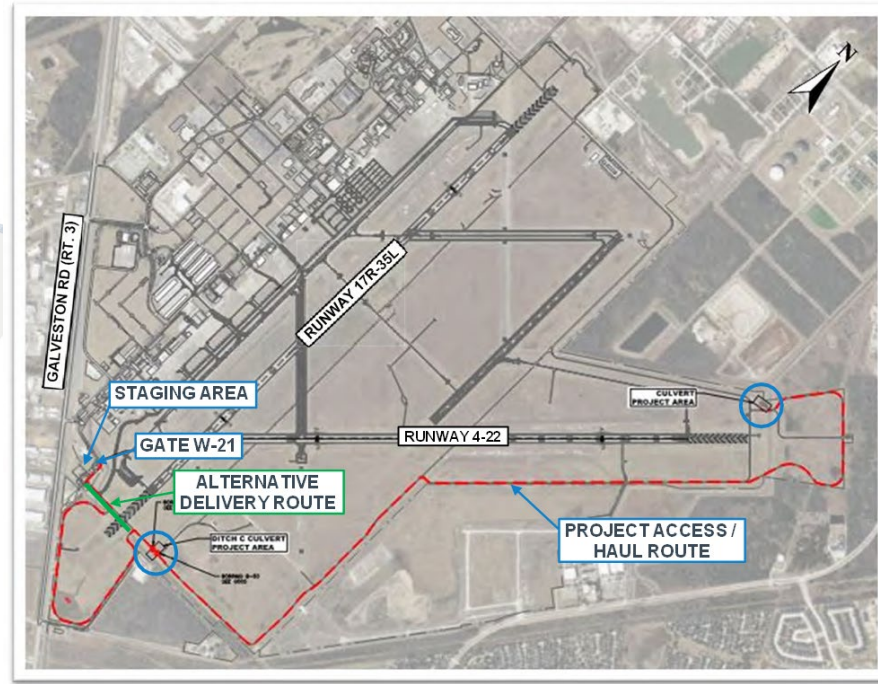


# PN 954 – Rehabilitation of Drainage Structures at EFD

Eric Cardwell – Project Manager  
Omar Abdulkareem - Design Manager:  
Atkins - Design Consultant  
Contractor – TBD



Contractor access to the AOA shall be limited to gate W-21. Access to the project sites will be via the existing perimeter Vehicle Service Road (VSR), excepting larger delivery vehicles limited by turning radii, particularly delivery of the concrete box culverts. These deliveries will be coordinated with airport operations and escort provided across the Runway 35L overrun. General staging area will be outside the AOA near gate W-21. The detailed haul routes, access routes, and staging area are shown



EFD





# PN 954 – Rehabilitation of Drainage Structures at EFD

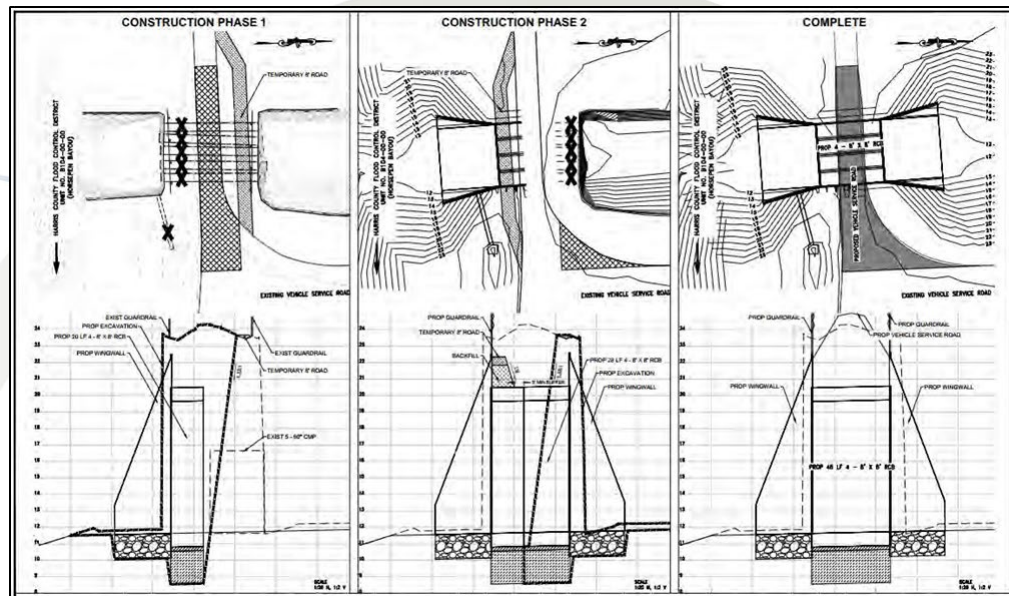
Eric Cardwell – Project Manager  
Omar Abdulkareem - Design Manager:  
Atkins - Design Consultant  
Contractor – TBD



The following considerations were made when developing phasing and sequencing of the project:

No unauthorized interruption to daytime aircraft operations will be allowed

Maintain Vehicle Service Road (VSR) operational access.



EFD





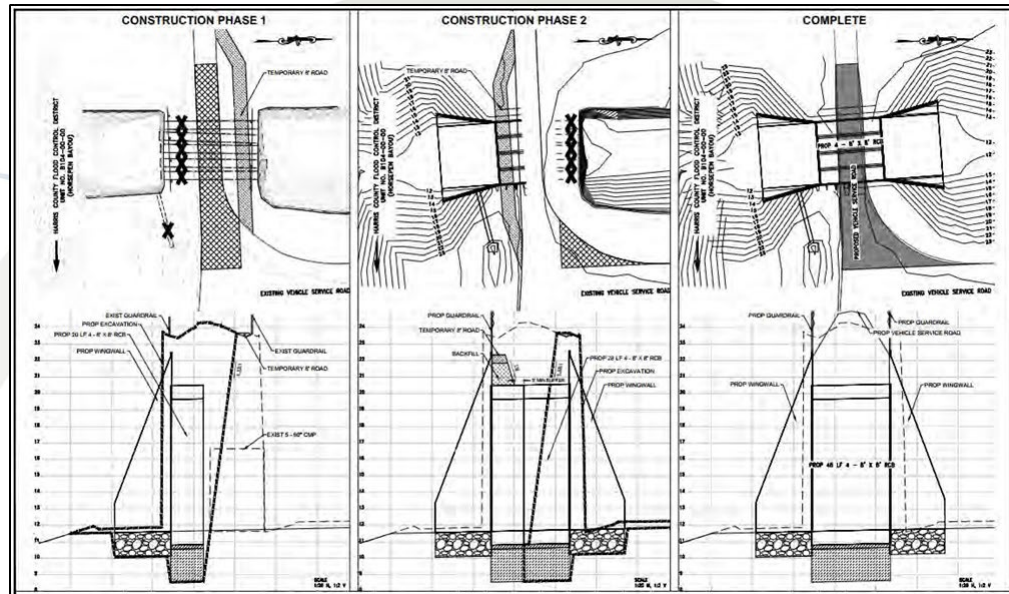
**PN 954 – Rehabilitation of Drainage Structures at EFD**  
 Eric Cardwell – Project Manager  
 Omar Abdulkareem - Design Manager:  
 Atkins - Design Consultant  
 Contractor – TBD



The work within the Ditch C project site is proposed in three phases.

Phase 1 includes the demolition and reconstruction of the southern half and provides a temporary VSR on the north side of the project site.

Phase 2 then shifts traffic onto a temporary VSR above the reconstructed south portion to allow demolition and reconstruction of the north area.



EFD





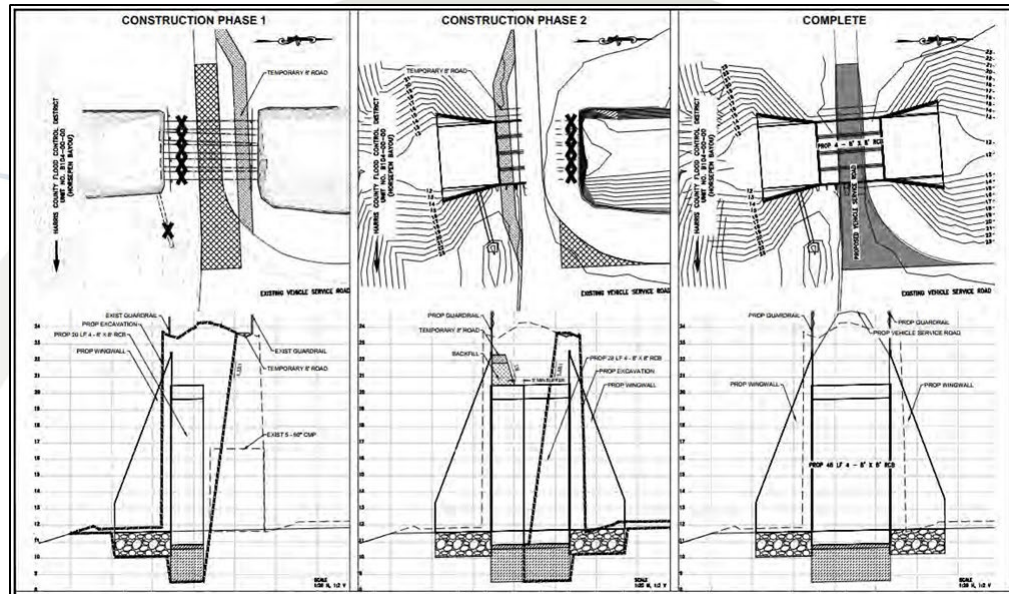
# PN 954 – Rehabilitation of Drainage Structures at EFD

Eric Cardwell – Project Manager  
Omar Abdulkareem - Design Manager:  
Atkins - Design Consultant  
Contractor – TBD



Phase 3 includes removing the temporary VSR and construction of the new permanent VSR.

Phase 4 includes the entirety of the north culvert site.



EFD



**Site Visit:** A site visit will take place immediately after the pre-bid presentation. The meeting and site visit are the only opportunity for Bidders to see the site prior to Bid Due Date.

# QUESTIONS...

- In order to be official, questions must be in writing and submitted to Ola Alhammami via email:  
[ola.alhammami@houstontx.gov](mailto:ola.alhammami@houstontx.gov)
- Please include the phrase **“QUESTIONS: ITB No. HOA-RODSEA-2024-011, EFD DRAINAGE REHABILITATION AND UPGRADE ”** in the subject line and provide all applicable contact information.
- The official responses will be posted on HAS website as an Addendum:
  - [EFD DRAINAGE REHABILITATION AND UPGRADE HOA RAOSEA 2024 011 Houston Airport System \(fly2houston.com\)](#)

# HOUSTON AIRPORT SYSTEM

**THANK YOU**

A decorative graphic consisting of several overlapping, curved, light blue and grey shapes that sweep across the bottom half of the slide, creating a sense of motion and depth.