



CITY OF HOUSTON
HOUSTON AIRPORT SYSTEM
REQUEST FOR PROPOSALS (RFP)
SOLICITATION NO.: H93-FTANMS-2023-011
FLIGHT TRACKING AND NOISE MONITORING SERVICES
FOR HOUSTON AIRPORT SYSTEM (HAS)

Date Issued: November 4, 2022

Pre-Proposal Conference: November 17, 2022, at 10:00 A.M., CST

In-Person Supply Chain Management, Conference Room No. 113
18600 Lee Road, Humble Texas, 77338

Virtual Via MS Teams Microsoft Teams Tele-Conference: <https://bit.ly/3U1bq6r>

Questions Deadline: November 23, 2022, at 12:00 P.M., CST

Proposal Due Date: December 22, 2022, at 2:00 P.M., CST

Solicitation Contact Person: Amanda Joseph
Sr. Procurement Specialist
Supply Chain Management, Houston Airport System
(281) 230-8088
Amanda.Joseph@houstontx.gov

Project Summary: This RFP is to solicit proposals that will provide HAS a Collaborative Decision Making (CDM) solution that improves performance of the operations team by providing shared situational awareness, monitoring and alerting for airfield operations. Additionally, an Automatic Dependent Surveillance-Broadcast (ADS-B) surveillance tool is required that provides real-time unrestricted access to flight track and ground vehicle information, as well as track history, to support environmental monitoring and reporting.

NIGP Code: 208-15

MWBE Goal: 0%

DocuSigned by:

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Jedediah Greenfield
Interim Chief Procurement Officer
City of Houston

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PART I: SOLICITATION

1.0 GENERAL INFORMATION

The City of Houston (City), Houston Airport System (HAS), invites interested firms to submit proposals for the implementation, maintenance and support of a Collaborative Decision Making (CDM) solution that improves performance of the operations team by providing shared situational awareness, monitoring and alerting for airfield operations. Additionally, an automatic dependent surveillance-broadcast (ADS-B) surveillance tool is required that provides real-time unrestricted access to flight track and ground vehicle information, as well as track history, to support environmental monitoring and reporting. HAS currently utilizes L3 Harris Symphony suite including OpsVue, EnvironmentalVue, and MobileVue leveraging the NextGen Surveillance Data.

1.1 HAS provides a safe and dynamic air services network that fosters economic vitality for the transportation industry and the greater Houston region. HAS operates three major airports: (1) George Bush Intercontinental Airport (IAH), (2) William P. Hobby Airport (HOU), and (3) Ellington Airport (EFD).

1.1.1 IAH is a large hub airport, and in calendar year 2019, 45.2 million passengers travelled through IAH. IAH has a robust ADS-B infrastructure and 50+ vehicles equipped with VMAT.

1.1.2 HOU is a medium hub airport, and in calendar year 2019, 14.4 million passengers travelled through HOU. HOU has an ADS-B infrastructure, however only ARFF vehicles are equipped with VMAT.

1.1.3 EFD is a former U.S. Air Force base that is now operated as a joint civilian-military airport serving businesses and general aviation and is home to the Houston Spaceport. EFD has no ADS-B infrastructure or VMAT equipped vehicles.

1.2 The vision for HAS is to establish Houston as a five-star global air service gateway where the magic of flight is celebrated. HOU achieved a 5-star rating in 2022, with IAH is on target to move from 4-star to 5-star in 2024. Achieving this vision requires the safe, efficient, and compliant tracking of aircraft and vehicles in, on and around HAS airports. Additionally, the ability to address public comment on HAS air operations would advance HAS toward this vision.

2.0 PRE-PROPOSAL CONFERENCE

2.1 A Pre-Proposal Conference will be held at the date, time, and location as indicated on the first page of this RFP document. Interested Proposer(s) should plan to attend. It will be assumed that potential Proposer(s) attending virtual meeting have reviewed the RFP in detail and are prepared to raise any substantive questions not already addressed by HAS.

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- 2.2 The purpose of this conference is to allow potential Proposers an opportunity to present questions and obtain clarification relative to any facet of this solicitation. While attendance at the conference will not be a prerequisite to submitting a proposal, Proposers who intend to submit a proposal, are encouraged to attend. Make sure you have a copy of the solicitation for reference during the virtual Pre-Proposal Conference. Any changes resulting from this conference will be issued in a written Letter of Clarification (LOC) to the solicitation. Verbal responses will not alter the specifications and terms related to this solicitation.
- 2.3 Questions are due on **Wednesday, November 23, 2022, 12:00 P.M., CST**. Please include the phrase “**QUESTIONS: H93-FTANMS-2023-011 for Flight Tracking and Noise Monitoring**” in the subject line and provide all applicable contact information.
- 2.4 Communication regarding the Pre-Proposal Conference must be received in writing and directed only to:
- Amanda Joseph, Sr. Procurement Specialist
Supply Chain Management, Houston Airport System
Email address: Amanda.Joseph@houston.tx.gov

3.0 SOLICITATION SCHEDULE

- 3.1 The following schedule has been established for this solicitation process. HAS reserves the right to modify the schedule during the solicitation process. Changes/updates will be posted on HAS’ website via Letter(s) of Clarification.
- 3.2 HAS reserves the right to extend the due date for this Request for Proposals (RFP) as deemed necessary and in its best interests. Any postponement of the due date will be issued as a Letter of Clarification (LOC) to this RFP. The submission of a Request for Proposals does not, in any way commit HAS to enter into an agreement with that Proposer or any other Proposer. HAS reserves the right to reject any or all Request for Proposal(s) for any reason.

Description	Date
Advertisement of Solicitation	11/4/2022
Pre-Proposal Conference	11/17/2022
Deadline for Submittal of Questions	11/23/2022
Letter of Clarification(s) Posted on HAS Website	12/9/2022
Response to RFP Due Date	12/22/2022
Oral Presentations (<i>if required</i>)	1/25/2023
Submit to Council for Approval (<i>Estimated</i>)	2/22/2023

PART II: GENERAL SOLICITATION INFORMATION

4.0 GENERAL INFORMATION

4.1 Background

The Houston Airport System (HAS) is seeking proposals from qualified firms to implement a Collaborative Decision Making (CDM) solution that improves performance of the operations team by providing shared situational awareness, monitoring and alerting for airfield operations. HAS operations improved performance includes potential to actively monitor noise emissions and quickly respond to public concerns. As part of this RFP, the Proposer shall provide software, hardware, and interfaces, technical advisory and training services, on-going maintenance and support, and plans for future improvements due to advances in technology, industry standards, and governmental regulations.

4.2 Project Vision

The key to this project’s success is to support HAS’s vision to establish Houston as a five-star global air service gateway where the magic of flight is celebrated. The selected solution and services will provide critical capability to enable HAS operations decision making and planning, ultimately resulting in improved customer service. Proposers should embrace the following HAS core values as they propose a solution to this solicitation:

Relationships	Service
<ul style="list-style-type: none"> We work together with integrity and treat every individual with courtesy and respect. 	<ul style="list-style-type: none"> We WOW our customers through a “can do” attitude and respond quickly to meet and exceed their expectations.
<ul style="list-style-type: none"> We honor our commitments and behave in a manner that earns trust. 	<ul style="list-style-type: none"> We find ways to bring fun and joy into our work and bring customers along for the ride.
<ul style="list-style-type: none"> We promote collaboration and teamwork across the organization. 	<ul style="list-style-type: none"> We respond promptly and effectively.
<ul style="list-style-type: none"> We are reliable and trustworthy; we honor our promises and commitments. 	<ul style="list-style-type: none"> We show respect, compassion and let people know we care.
<ul style="list-style-type: none"> We are open, positive, and constructive in our feedback. 	<ul style="list-style-type: none"> We willingly provide the necessary time and effort to meet the customer’s needs.
<ul style="list-style-type: none"> We treat people as they want to be treated. 	<ul style="list-style-type: none"> We are flexible and adaptive in a dynamically changing business environment.
<ul style="list-style-type: none"> We take responsibility for our actions. 	<ul style="list-style-type: none"> We display enthusiasm and passion for our work.
<ul style="list-style-type: none"> We lead by example 	

Innovative	Excellence
<ul style="list-style-type: none"> We have the courage and willingness to consider new and unconventional ways of thinking. 	<ul style="list-style-type: none"> We strive for quality and skillful execution without compromise.
<ul style="list-style-type: none"> We assume responsibility for learning new things. 	<ul style="list-style-type: none"> We use the power of total employee involvement to achieve our organizational goals.
<ul style="list-style-type: none"> We embrace new ideas. 	<ul style="list-style-type: none"> We foster a culture of shared values that gets things done.
<ul style="list-style-type: none"> We listen with an open mind. 	<ul style="list-style-type: none"> We take calculated risks needed to achieve results.
<ul style="list-style-type: none"> We are future-focused; “I’ve always done it this way” does not exist in our vocabulary. 	<ul style="list-style-type: none"> We look for new and more effective ways to do business.
<ul style="list-style-type: none"> We recognize change as an opportunity. 	<ul style="list-style-type: none"> We encourage continuous improvement.

5.0 PROJECT DESCRIPTION

5.1 Implement a Collaborative Decision Making (CDM) solution that improves performance of the operations team by providing shared situational awareness, monitoring and alerting for HAS airfield operations, as well as potential active noise monitoring and rapid response to public concern.

6.0 ESTIMATED PROJECT TIMELINE

6.1 This is a critical project to support HAS operations and should be implemented within (30) days of award as agreed between HAS and the selected Proposer during the RFP process.

6.2 HAS intends to award a contract with a term of five (5) years with two (2) 1-year options to extend.

6.3 HAS may exercise optional services anytime during the base or option periods.

7.0 SPECIFICATIONS/SCOPE OF SERVICES

7.1 Primary Services – The Contractor shall provide the following primary scope of services:

7.1.1 Provide real-time, unrestricted, secure access to all flight-track information for monitoring and reporting.

7.1.2 Provide access (web-based, Software as a Service) to live 24/7 data and gate-to-gate flight-status information, with a minimum 99.5% availability rate.

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- 7.1.3 Provide intuitive, easy-to-use system display, replay, flight track and noise data history (up to 10 years) and history export.
- 7.1.4 Provide independent flight track and noise data feed for consumption in HAS AODB and/or HAS data warehouse, near real time in AWS via API.
- 7.1.5 Provide display of multiple terminal areas for situational awareness, performance monitoring and alerting capability.
- 7.1.6 Provide combined airport and weather data to create singular view of flight track and the airport.
- 7.1.7 Provide robust views of all airborne and airport surface traffic data including military traffic.
- 7.1.8 Provide implementation and integration of solution (SAAS) with HAS operations and technology including available updates through out contract life.
- 7.1.9 Acquire, fuse and display HAS VMAT data.
- 7.1.10 Provide information, data and support for all three HAS airport (IAH, HOU and EFD) operations.
- 7.1.11 Provide aircraft track and emissions to improve environmental compliance.
- 7.1.12 Provide initial, annual and ad hoc training.
- 7.1.13 Provide 24/7/365 Technical Support and Warranty for all software and equipment.
- 7.1.14 Provide 30/60/90-day implementation plan and schedule that includes transition, training and data integration activities.
- 7.2 Optional Services – The contractor will propose solution to provide the following optional scope of services:
 - 7.2.1 Provide noise monitors and integrate collected data with solution/software.
 - 7.2.2 Provide ability to create standard or ad hoc custom reports for noise complaints that can be published or shared with the public.

PART III: EVALUATION AND SELECTION PROCESS

8.0 EVALUATION AND SELECTION PROCESS

- 8.1 An evaluation committee shall evaluate Proposers' submissions in accordance with the evaluation criteria listed in Part VI. Upon completion of the evaluation, the committee may develop a short list of Proposer(s) meeting the technical competence requirements. The shortlisted Proposer(s) may be scheduled for a structured oral presentation, demonstration, interview and negotiations. Following these City-to-Proposer(s)' meetings, the evaluation

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team will summarize their findings and recalculate their scores, if needed. However, the evaluation committee reserves the right to issue letter(s) of clarification when deemed necessary to any or all Proposer(s). The oral presentations, demonstrations and/or interviews may be recorded and/or videotaped.

- 8.2 Interviews/Oral Presentations/Demonstrations – The City reserves the right to request that Proposer(s) provide a final presentation handout of its Proposal at their scheduled meeting. No Proposer may attend presentations of any other Proposer. If necessary, Proposers may be scheduled for more than one presentation, demonstration, or interview.
- 8.3 Selection Process – Upon review of all information provided by Proposers, the evaluation committee will make a recommendation for selection to City officials. The City reserves the right to check references on any projects performed by the Proposer, whether provided by the Proposer or known by the City. Selected Proposal shall be submitted for approval by the appropriate City officials. The City of Houston intends to select a Proposal that best meets the needs of the City and that provide the best overall value. Upon approval of the selected Proposer, a contract shall be executed by the appropriate City officials.
- 8.4 Evaluation Criteria:

Evaluation Criteria (Table 4)	Max Score
Financial Stability	Pass/Fail
Minimum Required Experience	Pass/Fail
Responsive	Pass/Fail
Responsible	Pass/Fail
Primary Services	25
Implementation Plan and Schedule	15
Optional Services	5
Training Support	15
Technical Support	10
Cost Proposal	30
Total	100
Hire Houston First (Bonus Points)	5

8.5 Qualifications:

8.5.1 Financial Stability – Pass/Fail

Proposer is required to submit, in a separate, sealed envelope, clearly marked "Financial Statements", one (1) stamped "Original" and one (1) copy of its Financial Statements with its Submittal.

Submit audited financial statement for the last two years. Provide a brief statement of the Proposer's bonding ability to fulfill obligations.

8.5.2 Minimum Required Experience – Pass/Fail

8.5.2.1 The Proposer shall have been in the business of selling, designing, installing, and supporting contemplated services for a minimum of five (5) years.

8.5.2.2 The Proposer shall have previously held at least two (2) contracts with an airport, municipality and/or other government entity. This requirement must be met by the prime firm and may not be met by a combination of sub-consultant firms on a team. This experience must also be validated in a letter by the project owner.

8.5.2.3 Proposer must pass the above criteria to be evaluated by Evaluation Committee. Proposers that fail to meet the criteria will be removed from further consideration and no further scoring of their submittal will take place.

8.5.3 Responsive – Pass/Fail

A vendor that responds to all material requirements of any solicitation will be deemed responsive. The Proposal shall be responsive to all material requirements that will enable the evaluation committee to evaluate it in accordance with the evaluation criteria and make a recommendation to City officials.

8.5.4 Responsible – Pass/Fail

A business entity or individual who has the integrity and reliability as well as the financial and technical capacity to perform the requirements of the solicitation and subsequent contract will be deemed responsible. This assessment will include a review of all references on any projects performed by a business entity or individual, whether provided by the business entity or individual or known by the City.

8.5.5 Primary Services Match (25 Points) – This criterion assesses the degree to which Proposer solution meets or exceeds HAS primary services requirements as outlined in the scope of services. Responses should indicate how proposed solutions benefits and improves HAS airport operations. Responses shall include performance measures for data access, system availability/uptime and outage resolution. Responses should indicate both technical experience and experience in the aviation industry, providing specific examples of operation improvements at other airports using proposed solution.

8.5.6 Implementation Plan and Schedule (15 Points) – This criterion considers how the Proposer intends to implement, deploy and integrate services with minimal impact to HAS operations in the shortest period possible. Proposer shall provide a 30/60/90-day schedule and plan including transition, training and data integration activities.

8.5.7 Optional Services (5 Points) – This criterion assesses the degree to which the Proposer solution achieves HAS optional services requirements.

8.5.8 Training (15 Points) – This criterion assesses the degree to which the Proposer intends to support initial, annual and ad hoc training for proposed solution and services.

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8.5.9 **Technical Support (10 Points)** – This criterion assesses the degree to which the Proposer intends to provide technical support for proposed solution and services.

8.5.10 **Cost Proposal (30 Points)** – This criterion assesses the cost of the Proposer solution and services. Primary and optional services should be priced separately.

8.5.11 MWBE Goal has been waived for this project.

Note: The Hire Houston First (HHF) Program can be found in the City of Houston's Code of Ordinances (the "Code"), Ch. 15, Article XI. At the conclusion of scoring proposers, preference points shall be distributed in the following manner:

- 5 Points: For Proposer firm designated as a Hire Houston First "City Business" (CB);
- 3 Points: For Proposer firm designated as a Hire Houston First "Local Business" (LB);
- 0 Points: For Proposer firm not designated as either a "City Business" (CB) or a "Local Business" (LB).

PART IV: PROPOSER QUALIFICATIONS/SUBMITTAL PROCEDURES

9.0 MINIMUM QUALIFICATIONS

9.1 The Proposer shall have been in the business of selling, designing, installing, and supporting contemplated services for a minimum of five (5) years.

9.2 The Proposer shall have previously held at least two (2) contracts with an airport, municipality and/or other government entity. This requirement must be met by the prime firm and may not be met by a combination of sub-consultant firms on a team. This experience must also be validated in a letter by the project owner.

9.3 Proposer must pass the above criteria to be evaluated by Evaluation Committee. Proposers that fail to meet the criteria will be removed from further consideration and no further scoring of their submittal will take place.

10.0 REFERENCES

10.1 The Proposer shall provide a minimum of three (3) qualified reference sites where the Proposer has implemented proposed services.

11.0 SUBMITTAL PROCEDURES

11.1 Provide six (6) printed copies of the Proposal (numbered x of xx), including one (1) printed original signed in BLUE ink, and marked as "Original" on the outside cover. Additionally, provide six (6) complete copies on a memory stick (USB Thumb drive) labeled with the appropriate Solicitation name and number that includes a complete copy of all information in the printed original. Please submit all items in a sealed envelope or package bearing the assigned Title and RFP Number to:

Cathy Vander Plaats
Aviation Procurement Officer
Houston Airport System
Supply Chain Management
18600 Lee Road
Humble, Texas 77338

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- 11.2 The envelope or package should clearly identify the name and address of the Proposer and indicate the contents as “Response to Solicitation No. H93-FTANMS-2023-011 for Flight Tracking and Noise Monitoring”.
- 11.3 The deadline for the submittal of the Response to the Houston Airport System (HAS), Supply Chain Management Office is no later than the date and time as indicated on the first page of the Solicitation document. Failure to submit the required number of copies as stated above may be subject for disqualification from the proposal process.
- 11.4 Proposers may elect to either mail or personally deliver their Response to the Supply Chain Management Office. HAS bears no responsibility for submitting Proposals on behalf of any Proposer. Proposer(s) may submit their Proposals to the Supply Chain Management Office any time prior to the stated deadline.
- 11.5 In the event that there are discrepancies among the various Proposals submitted, the “Original” Response signed in BLUE ink shall govern.
- 11.6 All proposals must be labeled on the outside of the envelope or box with the Proposer’s name and the name of the Solicitation. Proposers should follow the required format in preparing their Proposal in order to enable HAS to efficiently evaluate the Proposals.
- 11.7 Each copy of the Response shall be bound using GBC or other semi-permanent binding method, to ensure that pages are not lost. Pages shall be no larger than letter-size (8 ½” by 11”) or folded to that dimension, twice letter size (11” by 17”). A tabbed divider shall separate each section (defined below). Document text should be in Arial (or similar standard sans serif font) 10 point or Times New Roman (or similar standard serif font) 12 point, but must be consistent throughout the document.
- 11.8 At least one copy must carry the original signature of an officer or individual having legal authority to enter into agreements on behalf of the Proposer. The deadline for submission is on Thursday, December 22, 2022, 2:00 P.M., CST. Each envelope or package should be clearly marked “Response to Solicitation No. H93-FTANMS-2023-011 for Flight Tracking and Noise Monitoring”. Proposals received after this date and time will be returned unopened and not considered.

12.0 PROPOSAL OUTLINE AND MINIMUM CONTENT REQUIREMENTS

- 12.1 Each Response shall be organized in the following order and tabbed appropriately:
 - Outside Cover** – This shall contain the RFP number and title “Response to Solicitation No. H93-FTANMS-2023-011 for Flight Tracking and Noise Monitoring” the name of the Proposer, and the submittal date. Remember to label the original documents as “ORIGINAL” on the outside cover.

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TAB 1 – Transmittal Letter

Submit a one (1) page letter transmitting the Proposal to Amanda Joseph, Houston Airport System. The transmittal letter shall state, “This Proposal is valid for 180 days,” and that the signer of the document is authorized by the Proposer to sign the document. Acknowledge receipt of all RFP Letter(s) of Clarifications, if any, in this Transmittal Letter.

One copy of the transmittal letter shall contain the original signature of the team lead. NOTE: Acknowledge receipt of all RFP Letter(s) of Clarifications, if any, in this transmittal letter.

TAB 2 – Description of Firm

Provide a general description of the firm, including systems, services, and staffing offered, number of employees, office locations, and the number of years in business. Provide the minimum required experience as stated in 8.5.2.

TAB 3 – Executive Summary

The Executive Summary should provide an overview of the qualifications necessary to accomplish the project, which includes a narrative statement of the Proposer’s understanding of the Project and key points in their Proposal. At a minimum, the Executive Summary must contain the following information:

Complete legal name of the Proposer, the name of the legal entities that comprise the Proposer, and all proposed subcontractors. The Proposer must provide the domicile where each entity comprising it is organized, including entity name, brief history of the entity, contact name, address, phone number, as well as the legal structure of the entity and a listing of major satellite offices. If the Proposer is made up of more than one firm, the legal relationship between these firms must be described.

Prepare narrative statements that describes the Proposer’s understanding of the work involved in performing the Scope of Services that is described in the Functional Specification.

TAB 4 – Primary Services

Provide full understanding of scope of services and describe Proposer’s solution as stated in 8.5.5.

TAB 5 – Implementation Plan and Schedule

Provide implementation plan and schedule as stated in 8.5.6.

TAB 6 – Optional Services

Provide capability of optional services as stated in 8.5.7.

TAB 7 – Training Support

Provide intended training support as stated in 8.5.8.

TAB 8 – Technical Support

Provide intended technical support as stated in 8.5.9.

TAB 9 – Proposal Pricing

Submit Attachment B – Cost Proposal Form.

TAB 10 – Financial Stability

Submit audited financial statements for the last two years as stated in 8.5.1.

TAB 11 – Forms to be Submitted with the Proposal

Provide all forms as described in Section 14.0.

TAB 12 – Required Submittal Checklist

Submit Attachment D – Required Submittal Checklist

PART V: SPECIAL CONDITIONS

13.0 SPECIAL CONDITIONS

13.1 DRUG DETECTION AND DETERRENCE PROCEDURE

13.1.1 Please complete the related drug detection and deterrence procedures City Required Documents (Exhibit I).

13.2 INSURANCE REQUIREMENTS

13.2.1 The selected Proposer shall obtain and maintain in effect during the term of the Agreement, insurance coverage as set out below, and shall furnish certificates of insurance, in duplicate form, prior to the beginning of the services hereunder. All such policies except Professional Liability, Workers' Compensation and Employer's Liability shall be primary to any other insurance and shall name the City as an additional insured. All liability policies shall be issued by a company with a Certificate of Authority from the State Department of Insurance to conduct insurance business in Texas or a rating of at least B + with a financial size of Class VI or better according to the current year's Best's rating. The selected Proposer shall maintain the following insurance coverages in the following amounts:

13.2.1.1 Professional Liability insurance \$1,000,000 per occurrence; \$2,000,000 aggregate.

13.2.1.2 Automobile Liability insurance (including non-owned and hired auto coverage) \$1,000,000 combined single limit per occurrence.

13.2.1.3 Commercial General Liability insurance including Contractual Liability insurance: \$1,000,000 per occurrence; \$2,000,000 aggregate

13.2.1.4 Workers' Compensation in the amount set by statute.

13.2.1.5 Defense costs excluded from face amount of policy Aggregate limits are per 12-month policy period unless otherwise indicated.

13.2.1.6 All insurance policies required by the Contract shall require on their face, or by endorsement, that the insurance carrier waive any rights of subrogation against the City. Proposer shall give thirty (30) days advance written notice to the City before they may be canceled or

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materially changed. Within such thirty (30) day period, the selected Proposer shall covenant that it will provide other suitable policies in lieu of those about to be canceled or materially changed, so as to maintain in effect the coverage.

13.3 FAIR CAMPAIGN ORDINANCE

13.3.1 The City of Houston Fair Campaign Ordinance (Section 18-36 of the City Code of Ordinances) makes it unlawful for a contractor to offer any contribution to a candidate for City elective office during a certain period of time prior to and following the award of the contract by City Council. The term "contractor" includes sole proprietors, partners of partnerships, and all officers, directors, and holders of ten percent or more of the outstanding shares of corporations. A statement disclosing the names and business addresses of each of those persons will be required to be submitted with the Response. A blank copy of "Contractor Submission List - City of Houston Fair Campaign Ordinance" (Form A) is included in this RFP in Exhibit A (See Chapter 18 of the Code of Ordinances, Houston, Texas, for further information).

13.4 PAY OR PLAY PROGRAM

13.4.1 The requirements and terms of the City of Houston Pay or Play policy, as set out in Executive Order 1-7, are incorporated into the Agreement for all purposes. Contractor has reviewed Executive Order No. 1-7 and shall comply with its terms and conditions as they are set out at the time of City Council approval of the Agreement.

13.4.2 Review Document 00840: Pay or Play Program; and fill out Documents 00630 and 00631 for submittal.

13.5 DELINQUENT TAX

13.5.1 Prior to consideration by City Council, evidence must be submitted by each owner/operator(s) demonstrating that no delinquent taxes are owed to the City of Houston. Complete form attached as Exhibit A (Affidavit of Ownership).

13.6 MISCELLANEOUS

13.6.1 All Proposals submitted in response to this RFP are the property of the City and are not available for public review or debriefing by any Proposer until after selection and approval of an Agreement by City Council. All information submitted becomes public record and subject to the Texas Public Information Act including information marked proprietary or confidential.

13.6.2 Any cost associated with the submittal of a response to the RFP will be solely the expense of the Proposer.

13.6.3 This RFP is not to be construed as a contract offer or as a commitment of any kind; and receipt by the City of a response by a Proposer in no way obligates the City in any manner whatsoever.

13.6.4 Copies of City Ordinances and Policies noted in the RFP may be obtained from the City Secretary's Office, Plaza Level, City Hall Annex, Room 101, 900 Bagby, Houston, Texas 77001.

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13.6.5 It is believed that this RFP contains all the information related to the project that is needed to prepare an adequate response. However, any questions or requests for information that are deemed necessary will need to be e-mailed no later than 12:00 p.m., CST on November 23, 2022, to Amanda Joseph, Senior Procurement Specialist – Houston Airport System at Amanda.Joseph@houstontx.gov. Responses to all questions will be posted online on the Houston Airport System's website as Letter(s) of Clarification.

13.7 NO CONTACT PERIOD

13.7.1 Neither Proposer(s) nor any person acting on Proposer(s)'s behalf shall attempt to influence the outcome of the award by the offer, presentation or promise of gratuities, favors, or anything of value to any appointed or elected official or employee of the City of Houston, their families or staff members. All inquiries regarding the solicitation are to be directed to the designated City Representative identified on the first page of the solicitation. Upon issuance of the solicitation through the pre-award phase and up to the date the City Secretary publicly posts notice of any City Council agenda containing the applicable award, aside from Proposer's formal response to the solicitation, through the pre-award phase, written requests for clarification during the period officially designated for such purpose by the City Representative. However, nothing in this paragraph shall prevent a Proposer from making public statements to the City Council convened for a regularly scheduled session after the official selection has been made and placed on the City Council agenda for action, or to a City Council committee convened to discuss a recommendation regarding the solicitation.

13.8 SECURITY AND BADGES (As applicable to this Project)

13.8.1 The Proposer shall comply with all applicable Federal rules governing security at the Airport.

13.8.2 All on-site personnel of Proposer, including subcontractors, who perform services under the Agreement inside the AOA fence or in secure areas of the Airport, are required to undergo a fingerprint-based criminal history records check. Fingerprints are collected at the Airport Badging Office and submitted electronically for investigation.

13.8.3 The Proposer shall obtain HAS security badges for its personnel performing services on-site, including its subcontractors' personnel, as required by HAS. On-site personnel within the AOA or in secure areas of the Airport shall wear identification badges at all times while on Airport property. The cost of badges, which is subject to change, is currently \$55.00 each at IAH/HOU and \$16.00 at EFD. Costs for the fingerprint-based criminal history records check are reflected in the cost of the badges. The Proposer is responsible for the cost of badges, including replacements thereof. The Proposer personnel losing badges will be charged for replacement badges at the then current rate. Badge yearly renewal cost is currently \$16.00.

13.8.4 The Proposer acknowledges that fines or penalties associated with non-compliance with security regulations shall be reimbursed to HAS.

13.9 EQUAL OPPORTUNITY EMPLOYMENT

13.9.1 The City of Houston Ordinance Section 15-17 establishes Equal Employment Opportunity Contract Compliance requirements for all City of Houston contracts involving the

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expenditure of Fifty Thousand Dollars (\$50,000) or more. Any contract that results from this RFP will provide that the failure to carry out the requirements set forth in the City of Houston Equal Employment Opportunity Program shall constitute a breach of contract and may result in termination of the agreement or contract. In addition, the City may take any such additional remedy as deemed appropriate.

13.10 PROTEST

13.10.1 An interested party may file a protest on the basis that the City has failed to comply with applicable federal or state law or with City ordinances as set forth in City of Houston Administrative Policy 5-12. <http://www.houstontx.gov/policies>.

13.11 CERTIFICATE OF INTERESTED PARTIES

13.11.1 In accordance with Texas Gov't Code §2252.908, the successful Proposer must complete Form 1295, Certificate of Interested Parties. Form 1295 is available for downloading on the Texas Ethics Commission's (TEC) website: <https://www.ethics.state.tx.us/forms/1295.pdf>.

13.11.2 The successful Proposer must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number

13.11.3 No later than 30 days after the contract's effective date, the City will upload the successful Proposer's completed Form 1295. The Texas Ethics Commission will post the Contractor's completed Form 1295 within seven business days of receipt.

13.12 COMPLIANCE WITH CERTAIN STATE LAW REQUIREMENTS

13.12.1 Anti-Boycott of Israel.

Contractor certifies that Contractor is not currently engaged in and agrees for the duration of this agreement not to engage in the boycott of Israel as defined by Section 808.001 of the Texas Government Code.

13.12.2 Anti-Boycott of Energy Companies.

Contractor certifies that Contractor is not currently engaged in and agrees for the duration of this agreement not to engage in the boycott of energy companies as defined by Section 809.001 of the Texas Government Code.

13.12.3 Anti-Boycott of Firearm Entities of Firearm Trade Associations.

Contractor certifies that Contractor does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association or will not discriminate against a firearm entity or firearm trade association for the duration of this agreement, as defined by Section 2274.001 of the Texas Government Code.

13.12.4 Certification of No Business with Foreign Terrorist Organizations.

For purposes of Section 2252.152 of the Code, Contractor certifies that, at the time of this agreement neither Contractor nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of Contractor, is a company listed by the Texas Comptroller of Public Accounts under Sections 2252-153 or 2270-0201 of the Code as

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a company known to have contracts with or provide supplies or to a foreign terrorist organization.

13.13 EXECUTIVE ORDER 1-56 ZERO TOLERANCE FOR HUMAN TRAFFICKING IN CITY SERVICE CONTRACTS AND PURCHASING

The City has a zero tolerance for human trafficking, and, per Executive Order 1-56, city funds shall not be used to promote human trafficking. City vendors are expected to comply with this Executive Order and notify the City's Chief Procurement Officer of any information regarding possible violation by the vendor or its subcontractors providing services or good to the City. The Executive Order is available on the City's website: <http://www.houstontx.gov/execorders/1-56.pdf>.

13.14 PRESERVATION OF CONTRACTING INFORMATION

"The requirements of Subchapter J, Chapter 552, Government Code, may apply to this (include "bid" or "contract" as applicable) and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter."

<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.552.htm#552>.

13.15 PERFORMANCE BOND

13.15.1 The successful contractor shall furnish and maintain throughout the Agreement term a Performance Bond in the amount of 100% of the annual applicable Agreement year. Contractor shall renew this bond for each renewal year of this Agreement in an amount equal to the Agreement amount for the applicable renewal term. The bond shall be conditioned upon contractor's full and timely performance of this Agreement and must be issued by a corporate surety authorized to write surety bonds in the State of Texas and be in the form as shown in Exhibit "V".

13.15.2 The Performance Bond shall be in the same form as that distributed by the City, all duly executed by this Proposer (as "Principal") and by a corporate surety company licensed to do business in the State of Texas. The surety must be listed on the current list of accepted sureties on federal bonds published by the United States Treasury Department.

PART VI: CITY REQUIRED DOCUMENTS AND ATTACHMENTS

14.0 FORMS TO BE SUBMITTED WITH PROPOSAL

Exhibit A – 00455 Ownership Information Form

Exhibit B – 00457 Conflict of Interest Questionnaire

Exhibit C – 00460 Pay or Play Acknowledgement Form

Exhibit D – 00480 Reference Verification Form

Exhibit E – 00481 Anti-Collusion Statement

Exhibit F – Attachment "A": Schedule of M/WBE Participation

Exhibit F – Attachment "B": M/WBE Letter of Intent

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Exhibit F – Attachment “C”: Certified M/WBE Subcontract Terms
Exhibit F – Attachment “D”: Office of Business Opportunity M/WBE Utilization Report
Exhibit H – 00600 List of Proposed Subcontractors
Exhibit Q – Contact Directory Form
Exhibit R – Statement of Residency
Exhibit S – Offer and Submittal
Exhibit T – Contract and Contract Exception Chart
Exhibit U – Declaration of Hire Houston First Designation
Attachment A – Scope of Services
Attachment B – Required Pricing Response Form
Attachment C – Required Submittal Checklist
Attachment D – Sample Agreement

15.0 FORMS TO BE SUBMITTED AFTER RECEIPT OF NOTICE OF INTENT TO AWARD
(To be provided by the recommended firm)

Exhibit G – 00501 Resolution of Contractor
Exhibit I – 00601 Drug Policy Compliance Agreement
Exhibit J – 00606 No Safety Impact Positions
Exhibit K – 00620 Affidavit of Insurance
Exhibit L – 00621 Certificate of Insurance ACORD Form / A/E Required Insurances
Exhibit M – 00630 Certification of Compliance with Pay or Play Program (POP-2) Program
Exhibit N – 00631 Pay or Play Program List of Subcontractors (POP-3) Program
Exhibit O – 00632 Certification by Professional Service Provider
Exhibit P – 00636 Certificate of Interested Parties Form 1295
Exhibit V – Performance Bond
Exhibit W – Statutory Payment Bond

NOTE: Exhibits are available at the Houston Airport System website,
<https://www.fly2houston.com/biz/opportunities/solicitations/> or
The City of Houston Office of Business Opportunity Forms website,
<http://www.houstontx.gov/obo/popforms.html>
(<https://www.ethics.state.tx.us/forms/1295.pdf>)

ATTACHMENT A

SCOPE OF SERVICES

7.0 SPECIFICATIONS/SCOPE OF SERVICES

- 7.1 Primary Services – The Contractor shall provide the following primary scope of services:
 - 7.1.1 Provide real-time, unrestricted, secure access to all flight-track information for monitoring and reporting.
 - 7.1.2 Provide access (web-based, Software as a Service) to live 24/7 data and gate-to-gate flight-status information, with a minimum 99.5% availability rate.
 - 7.1.3 Provide intuitive, easy-to-use system display, replay, flight track and noise data history (up to 10 years) and history export.
 - 7.1.4 Provide independent flight track and noise data feed for consumption in HAS AODB and/or HAS data warehouse, near real time in AWS via API.
 - 7.1.5 Provide display of multiple terminal areas for situational awareness, performance monitoring and alerting capability.
 - 7.1.6 Provide combined airport and weather data to create singular view of flight track and the airport.
 - 7.1.7 Provide robust views of all airborne and airport surface traffic data including military traffic.
 - 7.1.8 Provide implementation and integration of solution (SAAS) with HAS operations and technology including available updates through out contract life.
 - 7.1.9 Acquire, fuse and display HAS VMAT data.
 - 7.1.10 Provide information, data and support for all three HAS airport (IAH, HOU and EFD) operations.
 - 7.1.11 Provide aircraft track and emissions to improve environmental compliance.
 - 7.1.12 Provide initial, annual and ad hoc training.
 - 7.1.13 Provide 24/7/365 Technical Support and Warranty for all software and equipment.
 - 7.1.14 Provide 30/60/90-day implementation plan and schedule that includes transition, training and data integration activities.

7.2 Optional Services – The contractor will propose solution to provide the following optional scope of services:

7.2.1 Provide noise monitors and integrate collected data with solution/software.

7.2.2 Provide ability to create standard or ad hoc custom reports for noise complaints that can be published or shared with the public.

End of Attachment A

**ATTACHMENT B
COST PROPOSAL FORM**

Base Period

Cost Items	Year 1	Year 2	Year 3	Year 4	Year 5
Primary Services					
Implementation					
Training Support					
Technical Support					
Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

5 Year Base Period Total \$0.00

Option Period

Cost Items	OY 1	OY 2	OY 3
Primary Services			
Implementation			
Training Support			
Technical Support			
Totals	\$0.00	\$0.00	\$0.00

3 Option Year Total \$0.00

Optional Services

Cost Items	\$
7.2.1 Noise Monitors & Data Integration	
7.2.2 Noise Complaint Response Mechanism(s)	
Totals	\$0.00

End of Attachment B

ATTACHMENT C
SAMPLE AGREEMENT
(Attachment Separately)

ATTACHMENT D
REQUIRED SUBMITTAL CHECKLIST

Item #	REQUIRED SUBMITTAL	Check (√)
1	Table of Contents	
2	TAB 1 – Transmittal Letter	
3	TAB 2 – Description of Firm	
4	TAB 3 – Executive Summary	
5	TAB 4 – Primary Services	
6	TAB 5 – Implementation Plan and Schedule	
7	TAB 6 – Optional Services	
8	TAB 7 – Training Support	
9	TAB 8 – Technical Support	
10	TAB 9 – Proposal Pricing – Attachment B – Required Cost Proposal Form	
11	TAB 10 – Financial Stability (To be submitted in separate sealed envelope)	
12	TAB 11 – PART VI: City Required Documents – 14.0 Forms to be Submitted with Proposal:	
13	Exhibit A – 00455 Ownership Information Form	
14	Exhibit B – 00457 Conflict of Interest Questionnaire	
15	Exhibit C – 00460 Pay or Play Acknowledgement Form	
16	Exhibit D – 00480 Reference Verification Form	
17	Exhibit E – 00481 Anti-Collusion Statement	
18	Exhibit F – Attachment “A”: Schedule of M/WBE Participation	
19	Exhibit F – Attachment “B”: M/WBE Letter of Intent	
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23	Exhibit Q – Contact Directory Form	
24	Exhibit R – Statement of Residency	
25	Exhibit S – Offer and Submittal	
26	Exhibit T – Contract and Contract Exception Chart	
27	Exhibit U – Declaration of Hire Houston First Designation	
28	ATTACHMENT A – Scope of Services	
29	ATTACHMENT C – Sample Contract	
30	TAB 12 – ATTACHMENT D – Required Submittal Checklist	