

HOUSTON AIRPORT SYSTEM 2024 INDUSTRY DAY II

Tuesday, June 18, 2024
9:00 a.m.

Humble Civic Center, Ballroom 1
8233 Will Clayton Pkwy
Humble, Texas 77338



Agenda

I. Who is Houston Airport System?

- A. Welcome & Introductions of Senior Team, *Kellie Irving, Deputy Director OBO*
- B. HAS Senior Team Remarks
 - 1. *Director of Aviation, Jim Szczesniak*
 - 2. *Chief Development Officer, Gary High*
 - a. Current Projects & Executive Program Status Overview
 - b. Overview of INF Organization

II. What are the Program Standards?

- A. Capital Program & Project Delivery Overview, *Nicole R. Owens, Asst. Director & David Scott, Deputy Asst. Director*
- B. Program Controls, *Judith Odera, Asst. Director*
- C. Asset Engineering, *Eren Selcen, Asst. Director, City Engineer*
 - 1. Energy & Commissioning, *Bruce Hays, Energy Manager*
- D. Resiliency, *David Robbins, Asst. Director*
- E. Building Standards Group, *Bo Davis, Interim Asst. Director*
- F. Design Management, *Mimi Tsai, Interim Asst. Director*
- G. Construction Management, *Eric Cardwell, Asst. Director*

III. ****Networking Break****

IV. Where & When are the Upcoming Projects?

- A. Infrastructure Procurements, *Infrastructure Executive Team*
- B. Technology Procurements, *Diego Parra, Director IT PMO*
- C. Maintenance Procurements, *Scott Hill, Chief Maintenance Officer & Tanisha Smith, Division Manager*

V. How to Do Business with the City?

- A. Supply Chain Management, *Cathy Vander Plaats, Aviation Procurement Officer*

VI. Why are we here today?

- A. Office of Business Opportunity, *Kellie Irving, Deputy Director*

VII. Question & Answer

VIII. Adjourn



Gary High

Chief Development Officer





MLIT – Mickey Leland International Terminal

Objective:

- ❖ Guest Experience
- ❖ New Pier D West adds 10 narrow body gates
- ❖ Refurbish existing Terminal D
- ❖ Copper Ceiling and Feature Wall (Quality, Excellence)

Delivery Method:

- ❖ CMAR



FIS – Federal Inspection Services Renovation and Expansion

Objective:

- ❖ Vision of Excellence, Change is coming to IAH
- ❖ The ICP will create a modern and efficient gateway to enhance the guest experience
- ❖ Art, Concessions, Technology (Leaf Trusses, Oculus, 17 Lane checkpoint)

Delivery Method:

- ❖ CMAR



EUL– Enabling Utilities Landside

Objective:

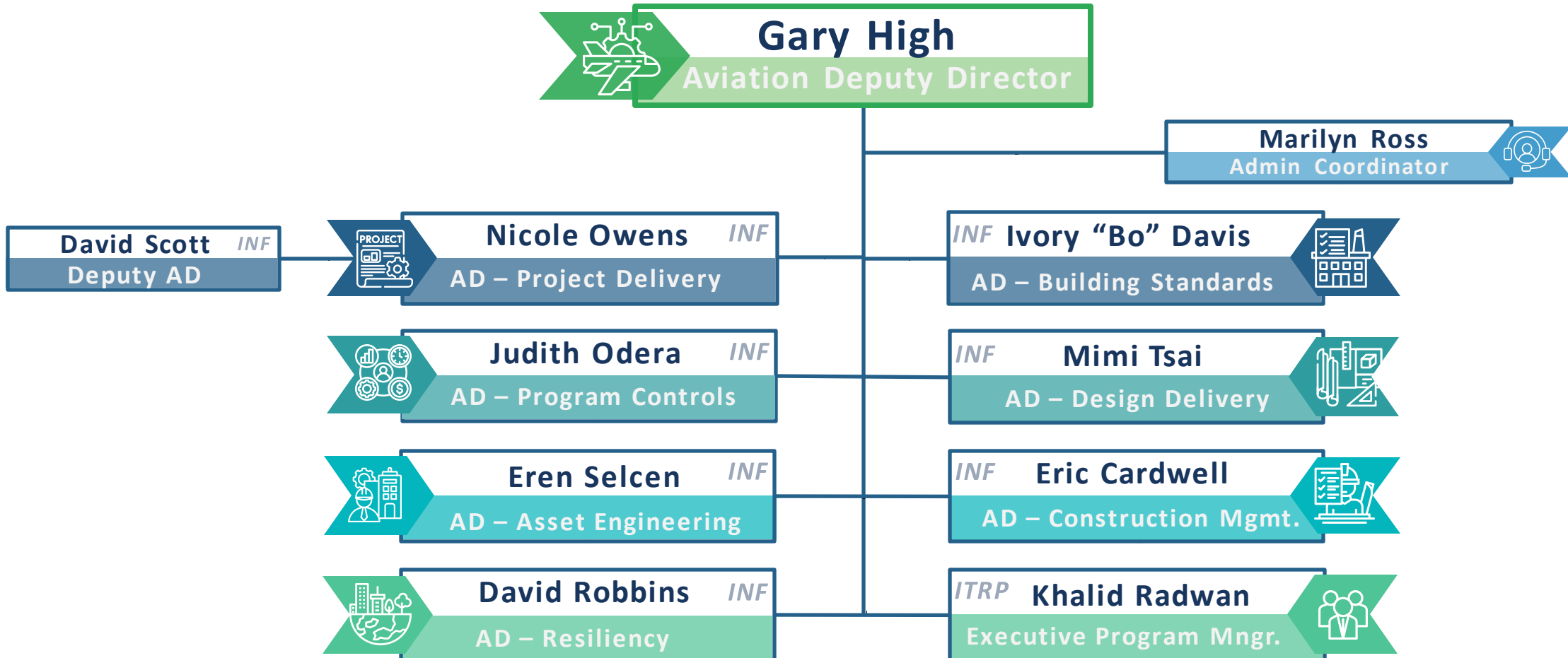
- ❖ Provide increased capacity to HAS
- ❖ Approximately 3500 linear feet of waterline (30", 24" and 16")
- ❖ Two (2) 1.2m gallon ground water storage tanks
- ❖ A two-bay, grinder pump triturator

Delivery Method:

- ❖ Design Build



ORGANIZATION CHART



Project Delivery & Capital Programming

Nicole Owens

MPM, CQM

Assistant Director, Infrastructure





Project Delivery & Capital Programming

AD Project Delivery & Capital Programming

Administrative Specialist

Buildings

- Job Order Contracts
- Vertical & Special Projects Managing:
 - Stakeholder Engagement
 - Notice to Proceed
 - Progress Meeting Management
 - Schedule Review
 - Budget Management
 - Contracts Review
 - HAS Standards, Commissioning, Environmental & Sustainability
 - Procurement & OBO Goal Coordination

Pavement

- Project Management of FAR139 Airfield & Landside Civil Projects Coordinating:
 - Stakeholder Engagement
 - Notice to Proceed
 - Progress Meeting Management
 - Schedule Review
 - Budget Management
 - Contracts Review
 - HAS Standards
 - Procurement & OBO Goal Coordination

Programming

- Initiative Requests
- Capital Improvement Plan (CIP) Development
 - Project Scope Development
 - Budget Review
 - Schedule Coordination
 - Internal & External Stakeholder Coordination

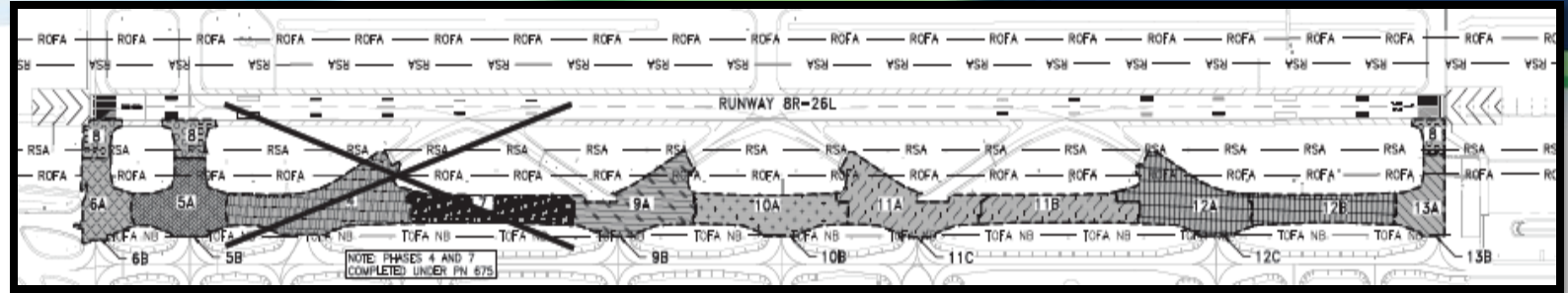
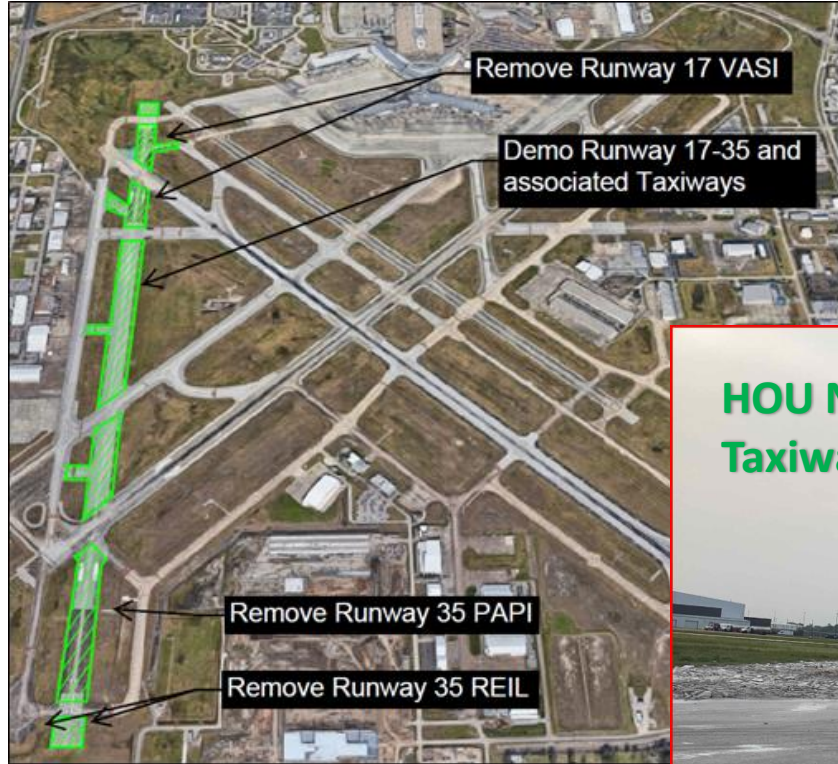
Grants

- Local, State & Federal Grants
- FAA Coordination
- Airport Capital Improvement Plan (ACIP)
- Reimbursable Agreements
- Grant Programming & Application

Building & Special Projects

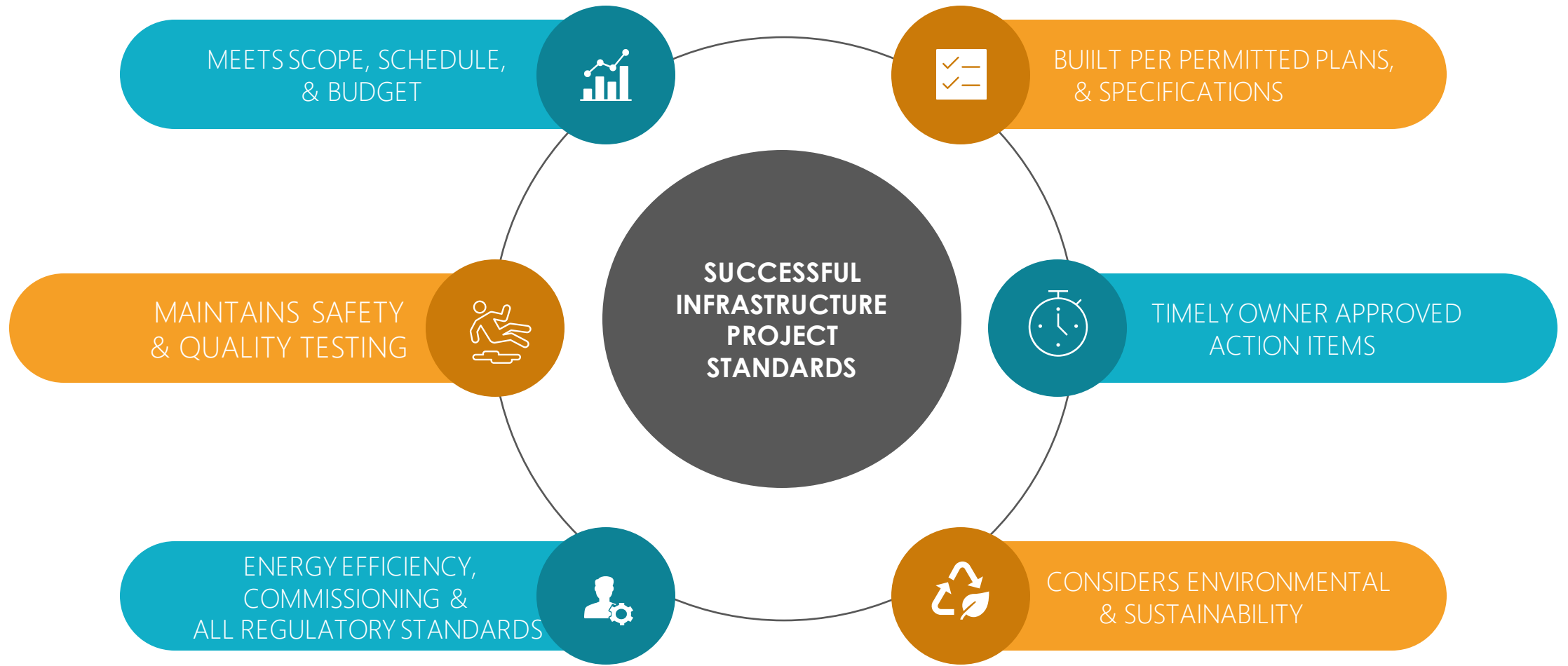


Pavement Projects



PN 907 Reconstruction of TWY NA





Program Controls

Judith Odera

MEng, PMP

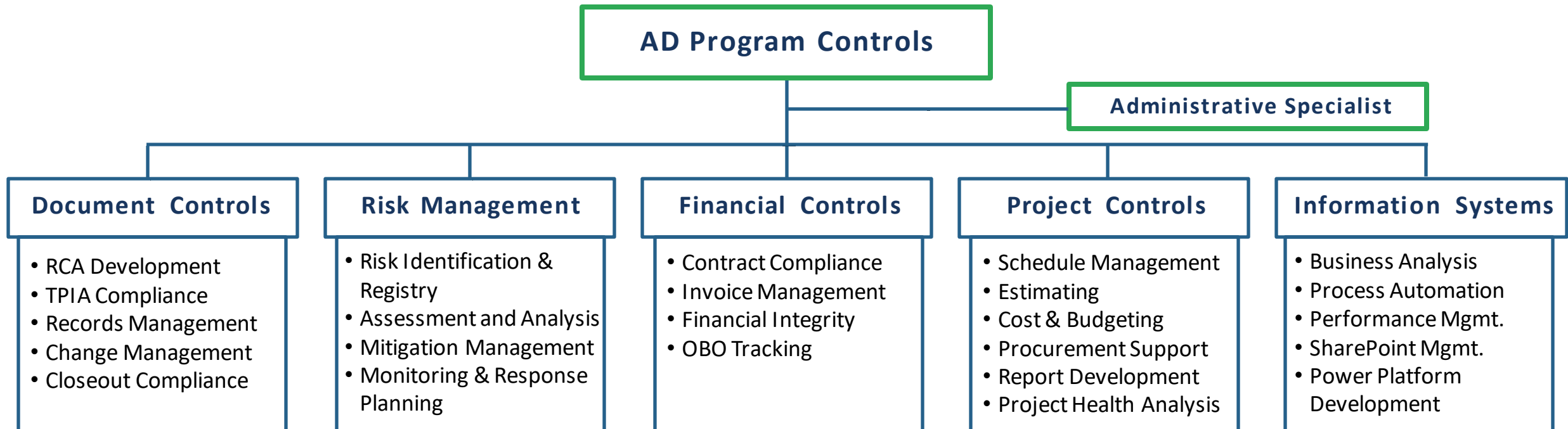
Assistant Director, Infrastructure





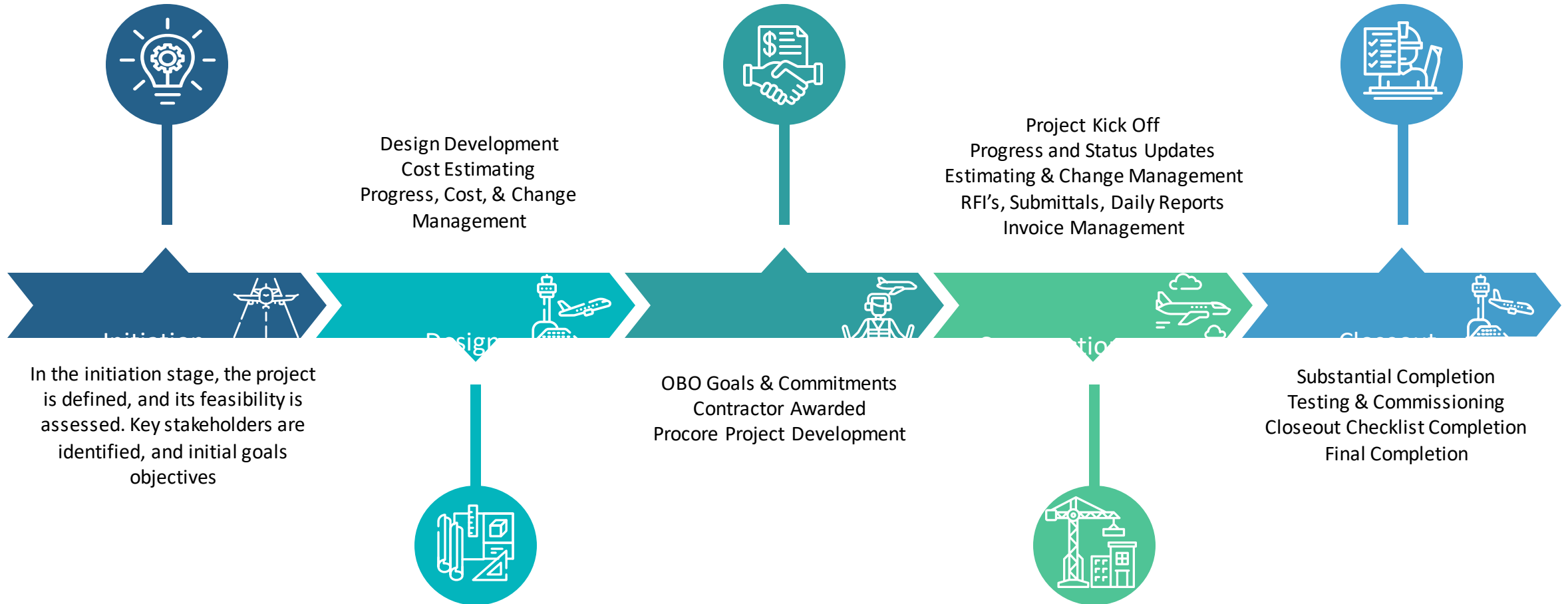
Program Controls

Program Controls acts as a liaison and support for the Houston Airport System Infrastructure Team along with internal and external stakeholders to promote effective and efficient project and program management.



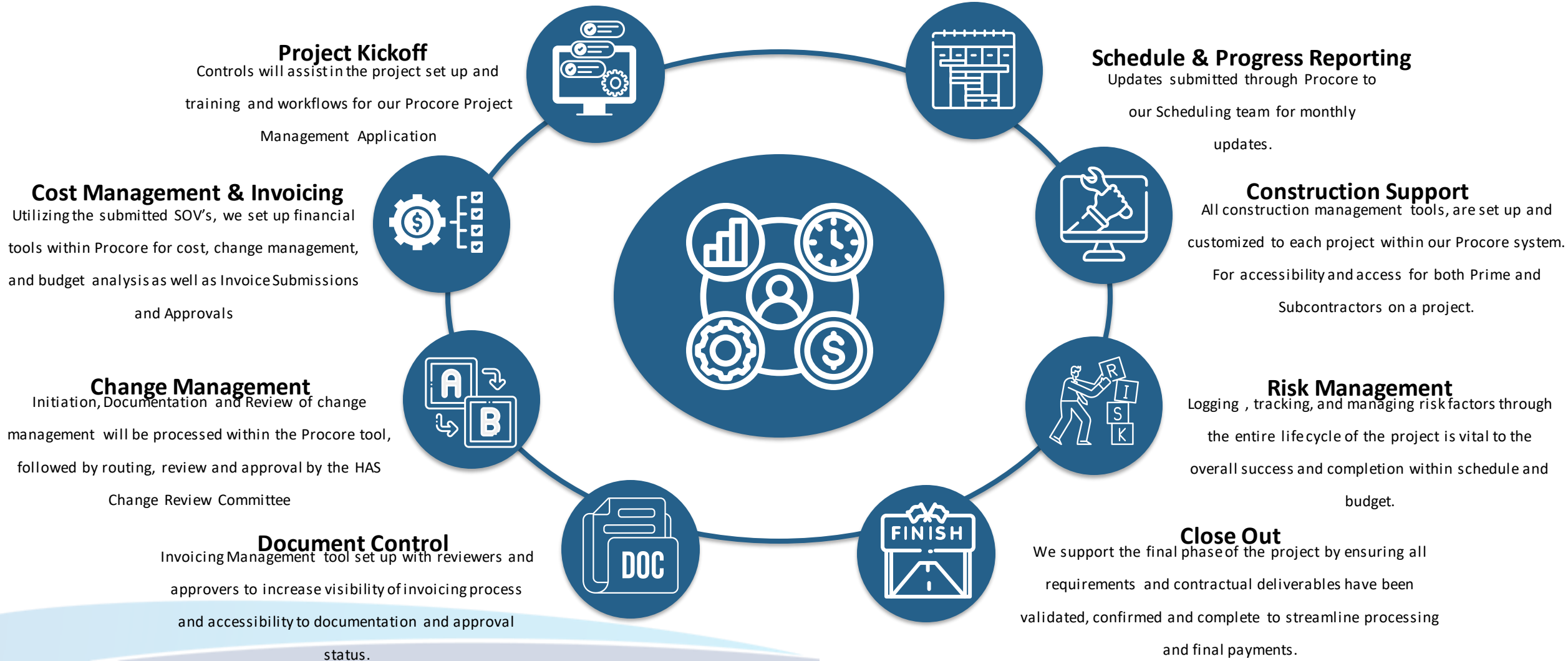


Program Controls Lifecycle Involvement



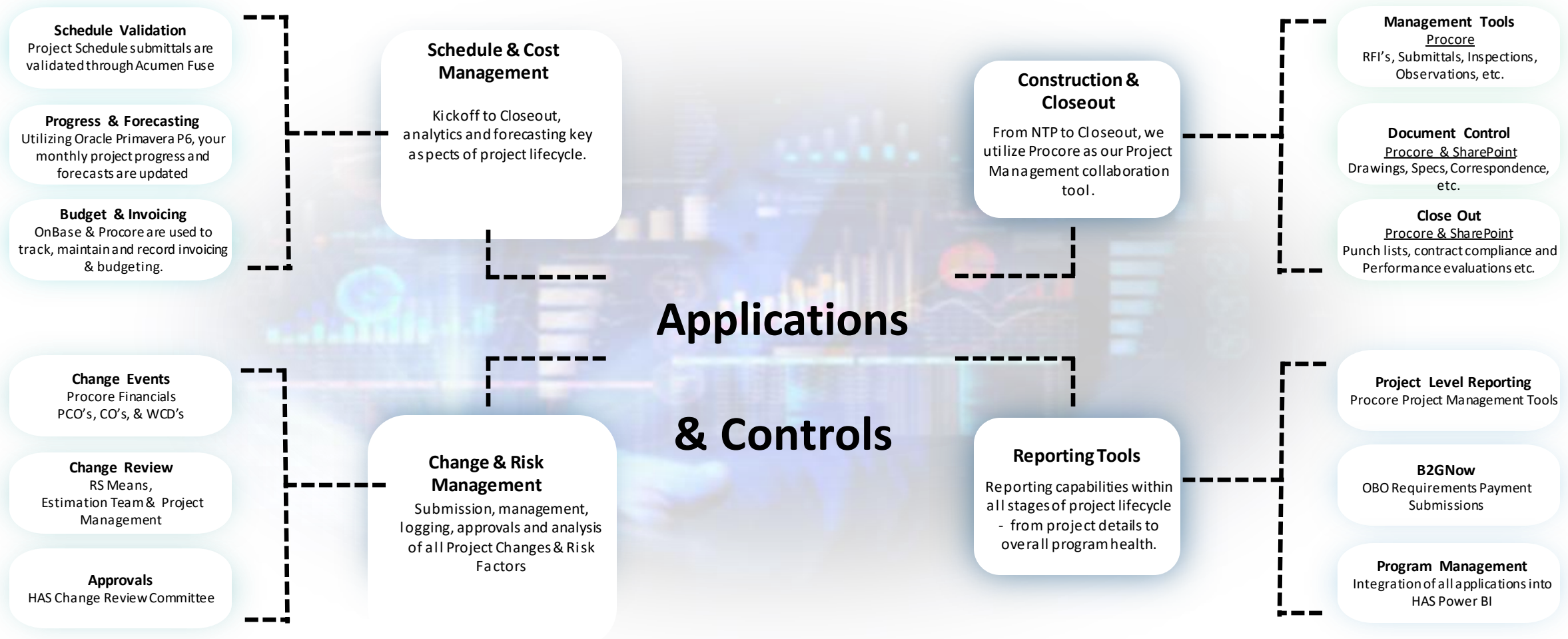


Program Controls Supporting Roles





Program Management Information Systems



Asset Engineering

Eren Selcen

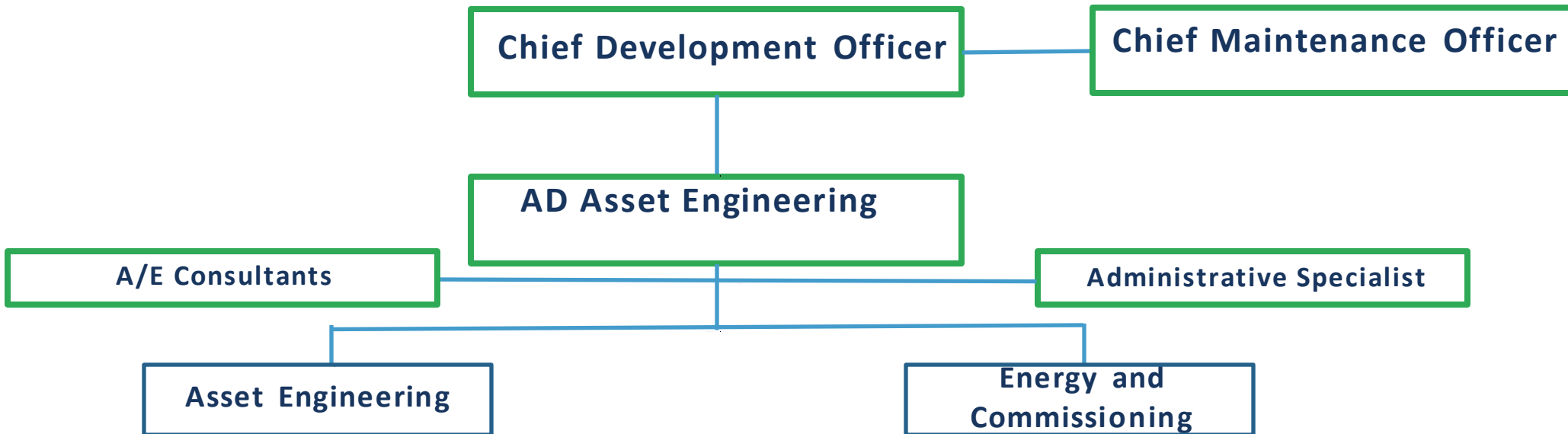
PE, City Engineer

Assistant Director, Infrastructure





Asset Engineering Organization Chart





• Contract Overview

- Awarded at 2022
- Shared by HAS Maintenance and HAS Infrastructure
- New Contract anticipated to be advertised at 2026
- Asset Engineering Deliverables
 - Condition Assessments
 - Commissioning
 - Retro-Commissioning
 - Asset Inventory
 - Enterprise Asset Management System (EAMS)

Condition assessments, commissioning, retro-commissioning, asset inventory, assessment of risk and vulnerability of assets, and Enterprise Asset Management Systems (EAMS) management

- | | | | |
|--|---|--|---|
| <ul style="list-style-type: none">• Building Plumbing• Domestic Water• Sanitary Sewer• Storm Water/Drainage• Building HVAC (including control systems)• Building Electrical• Fire/Life Safety (including all applicable codes) | <ul style="list-style-type: none">• Security Systems• Building Envelope (including window wall and roofing)• Parking Garages• Building Emergency Systems• Landscaping Systems• Automated Access Control Systems• Automated Baggage Systems (including controls systems) | <ul style="list-style-type: none">• Conveyances• Automated People Mover/Train Systems• Airfield Lighting• Airfield Pavement• Airfield FAR 139• Certificated Pavements• Roadway Pavement (Public and Service) | <ul style="list-style-type: none">• Deicing System (aircraft)• Interior and Exterior Lighting• ADA and other Code Compliance• Federal, State, and Local Regulations• Various buildings/facilities such as: commercial warehouses, aircraft hangars, underground utilities, habitable tunnel facilities• Site MEP |
|--|---|--|---|



Stakeholders



Strategic Asset Management (SAM) Is A Houston Airports Enterprise-Wide Program That Provides For The Cost Effective Sustainable Total Life Cycle Management Of Physical Assets And Infrastructure



■ HAS Asset Management Program

- *Enterprise Asset Management System EAMS*
- *Asset Inventory*
- *Asset Condition Assessments*
- Maintenance Policies, Standards & Procedures
- *Financial Planning*
- *Capital Improvement Program (CIP) And Annual Operations & Maintenance (O&M) Budget Funding Processes And Procedures*
- *Capital Project Technical Planning*





- Objective: An Enterprise Computerized Maintenance Management System (CMMS) and CIP Management System That Integrates:
 - Asset Inventory;
 - Asset Condition;
 - Work Management Process Flow;
 - Historical Asset Maintenance And Capital Renewal Data;
 - Asset Operations & Maintenance/Capital Cost Indices;
 - Project Planning, Financial And Technical Management, Engineering;
 - Provides Decision-Making Information To End Users – Digital Twin and AI.





Energy Projects

Project Briefings

Aviation Energy Manager, Infrastructure
Bruce Hays



6/17/2024



HAS will conduct ASHRAE Level 2 Audits for all of its buildings.

Following ASHRAE guidance from the document entitled "Standard 211, Standard for Commercial Building Energy Audits." The Audits will identify energy and water savings measures for HAS to develop and incorporate into projects including, but not limited to, lighting, restroom, and heating, ventilating and air conditioning (HVAC) upgrades to existing facilities.

HAS will start with Terminal A at IAH and the Main Terminal at HOU.

In following years - Audits will be conducted in Terminal D at IAH and the support buildings at both IAH and HOU, prioritizing the larger buildings and poorer performing buildings as determined by Energy Star methodology.





Infrastructure Projects Overview

ENERGY SERVICES

HAS is performing energy management related engineering, technology-oriented, technical, and non-technical, services, including but not limited to, commissioning, retro-commissioning, planning, design review, and quality assurance services. For energy-related projects, Houston Airport System.





OUR OBJECTIVES FOR ENERGY SERVICES

Build better utility energy gathering platforms for future success.

Pursue interactive and real time platform for meter gathering technology.

- Improving how we respond to metering errors and deficiencies for Water, Natural Gas, and Electrical.
- Automated notifiers when trending anomalies occur.

This requires an inventory of all energy sources and uses.





HAS Energy Resiliency Road Map

Summary

HAS will further the research in identifying Energy Saving opportunities with innovative technology.

Energy plays such an important part in the operation of every aspect of an airport that it is not enough to meet today's needs: tomorrow's needs must also be considered along with power disruptions.

HAS over all goal - to improve Energy Reliability, Efficiency, Resiliency, and Customer Experience.

While we strive to improve Renewable Energy.





Resiliency

David Robbins
Assistant Director, Infrastructure

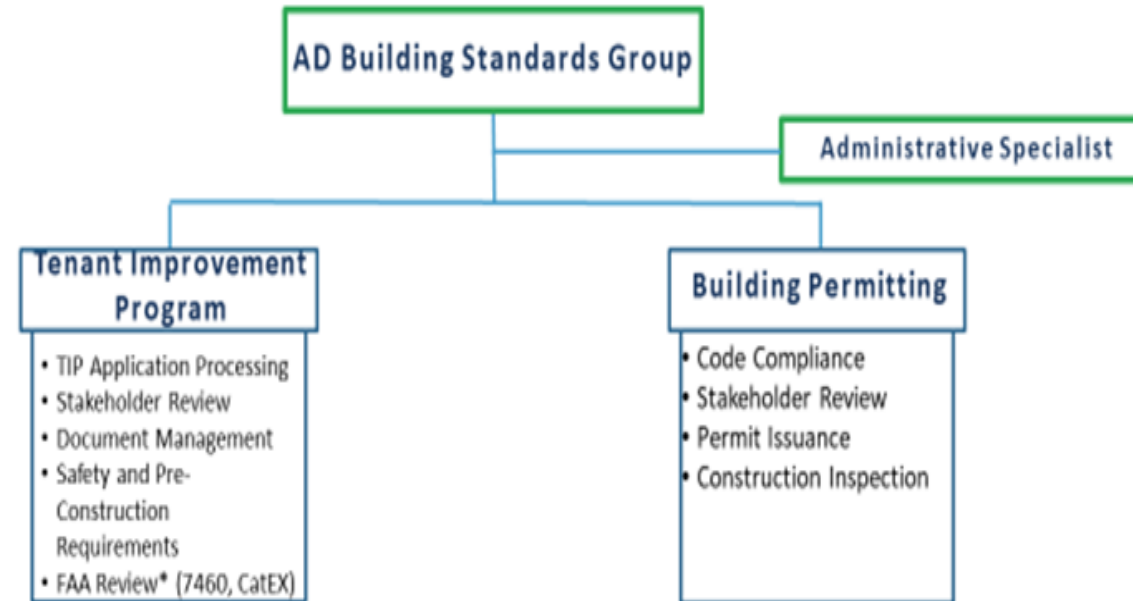


Building Standards Group

Ivory “Bo” Davis

Interim Assistant Director, Infrastructure

Building Standards Group



Building Standards is comprised of two groups critical to the construction projects at the Houston Airport System.

- Tenant Improvement Program (T.I.P.)
- BSG Permitting (Code Compliance)

Building Standards – BSG Permitting

Purpose

BSG Permitting was established as an in-house code review and inspection program to augment the City of Houston PWE Code processes and procedures. All projects on Houston Airport System premises go through BSG Permitting for review, permitting and inspection.

Milestones

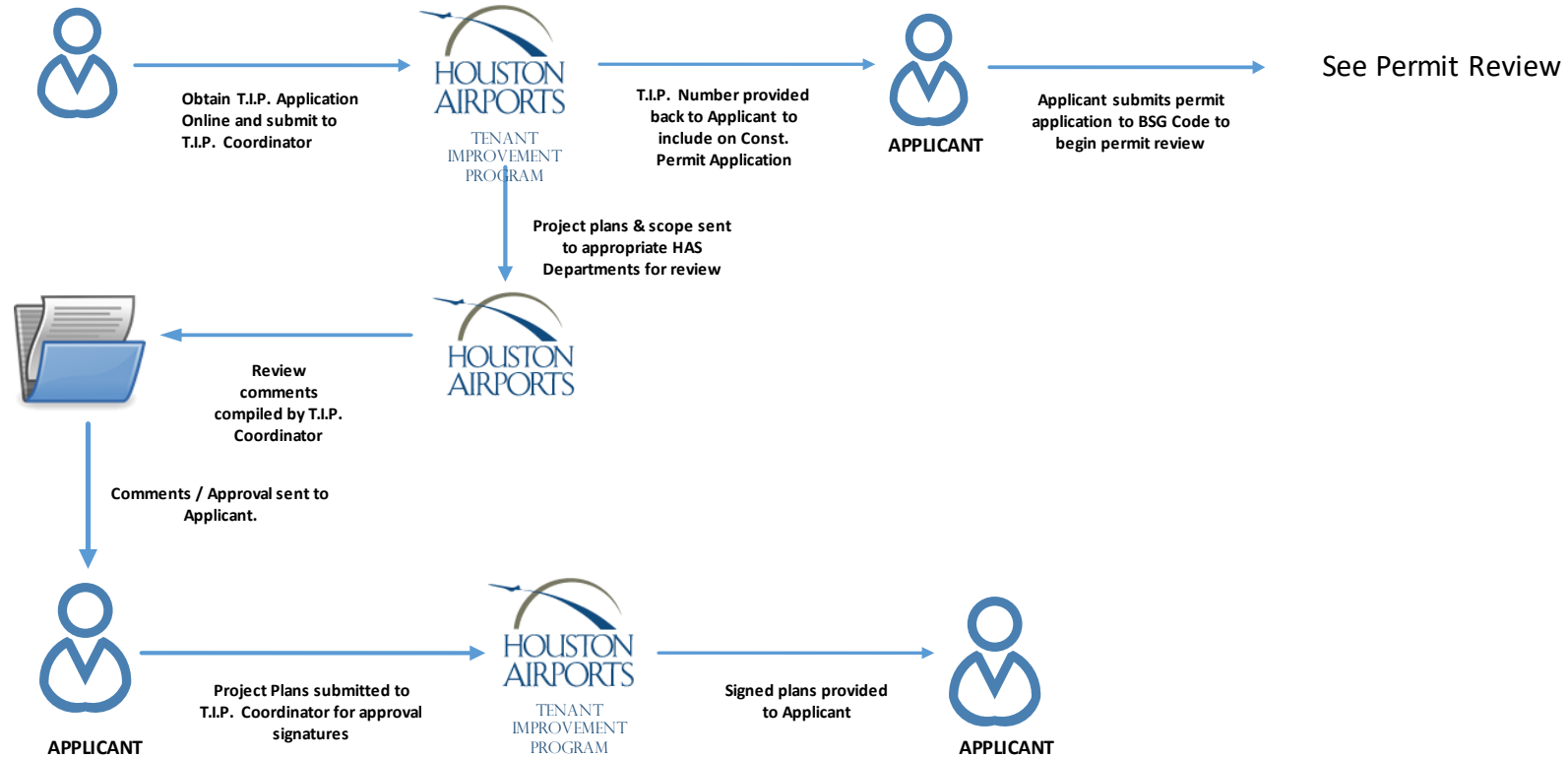
- Permitting Group celebrated its 7th full year of operation on June 1st
- Assumed responsibility for code inspections at NCN terminal from the City on 8/1/16 and assisted in successfully opening the terminal on time and to Code

Permit / Inspection Data

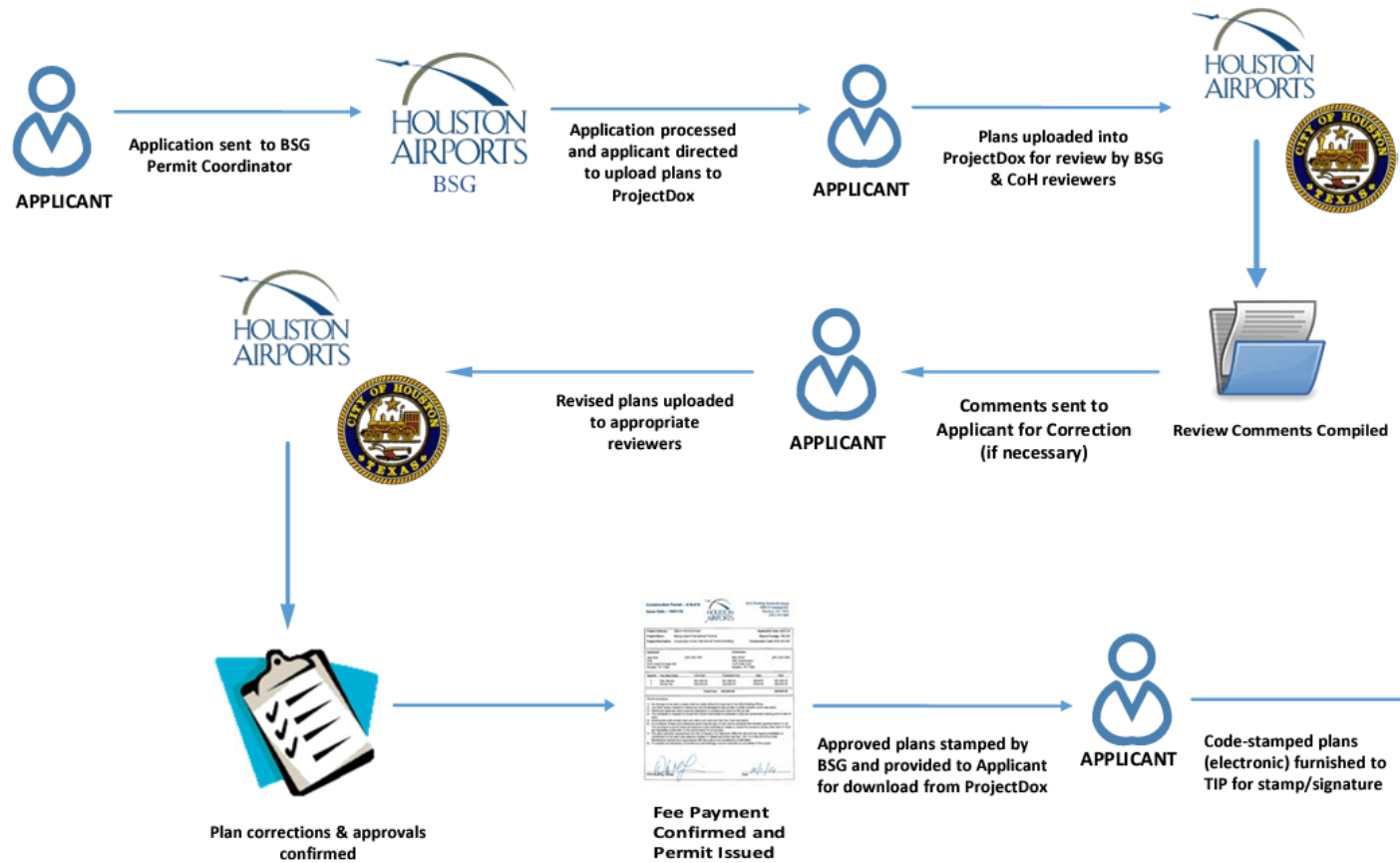
(MARCH 2019 – May 9, 2024)

- TIP applications in the system – 1,123
- Permits issued (as of 05/09/24) – 1,141
- Inspections made (01/01/23 -05/09/24) – 8,087

Building Standards – T.I.P.



Building Standards – BSG Permitting



The background of the slide is a detailed architectural drawing on a grid. The drawing includes various technical elements such as 'RAMP DOWN', 'RAMP UP', and 'WALKWAY'. A large, dark blue diagonal graphic element, resembling a stylized 'X' or a large letter 'K', is overlaid on the drawing. Scattered across the drawing are several drafting tools: a yellow ruler, a black pen, a pair of compasses, and a green pencil with a label that reads '0.25 00'.

Design Management

Mimi Tsai

AIA, LEED AP BD+C

Interim Assistant Director, Infrastructure

HAS Design Standards Task Force

- **Ensure Quality Standards**
- **Ensure Operational Functionality**
- **Form Body with Expertise**
- **Expedite Process**
- **Feedback Loop**

Terminal · Airside · Landside

HAS Wayfinding Standards Process

Design Standards Task Force

Variance-Approval

INF database

Updated HAS Design Standards



Design Standards Task Force

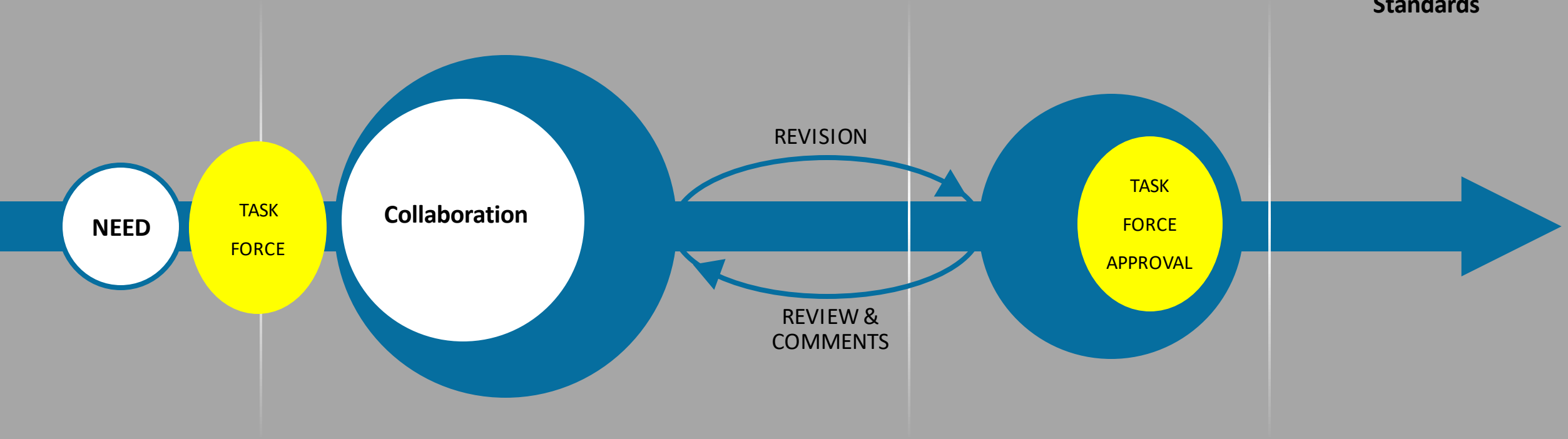


Needs Identified

Collaboration

Approval

Release of Design Standards



Design Standards Flow Chart

HAS Design Standards Task Force



Outreach - Education

Join us July 9th

1:30-3pm

Virtual Meeting

- HAS Building Standards Group
- HAS Tenant Improvement Program
- TAS/ADA Accessibility



CODEwise

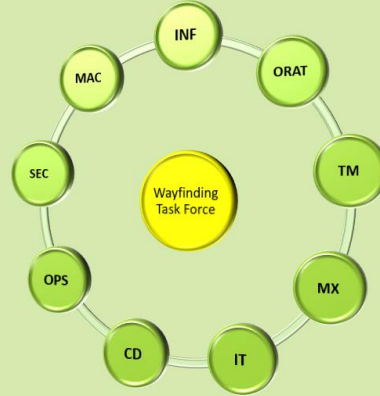
HAS Design Standards

Outreach - Education



CODEwise

Wayfinding Task Force



Design Standards Task Force



HAS Design Standards





Construction Management

Eric Cardwell

P.E., CM, CFM

Assistant Director, Infrastructure



Construction Management

When it comes to controlling construction projects, two key figures are involved alongside the project owner: the project manager and the construction manager.

Construction management and project management have distinct functions, **but their collaboration is crucial for the successful completion of the construction project**, given the overlapping responsibilities and functions they share.





Construction Management

Project management encompasses all phases of the construction project, while **construction management** is primarily focused on the construction phase itself.

Both disciplines share a common goal, with construction management primarily concerned with the construction aspect, while project management oversees the entire project from start to finish.





Construction Management

The main functions of construction management:

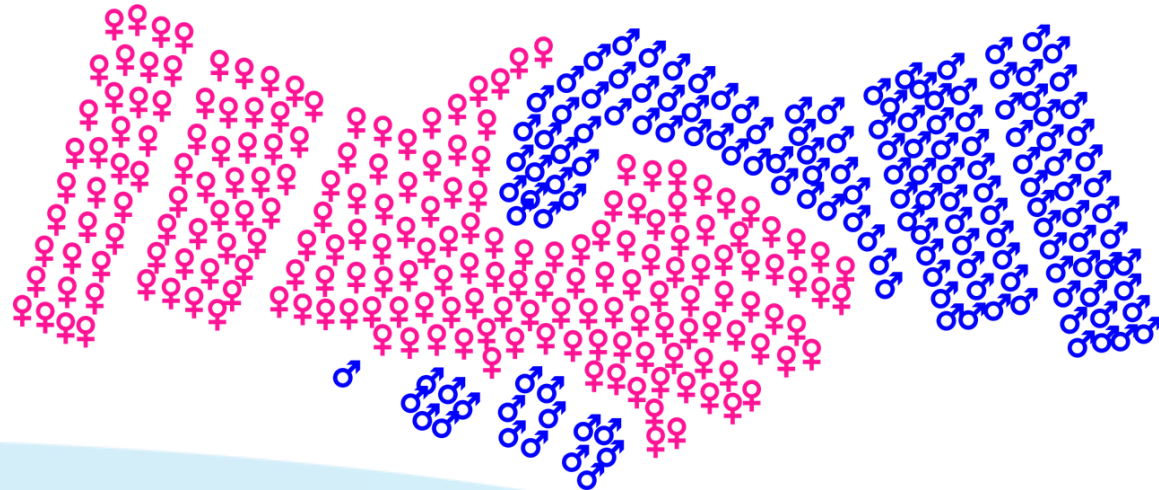
- technical expertise during the programming phase
- constructability reviews during the design phase
- QA/QC during the construction phase
- cost management
- change management.





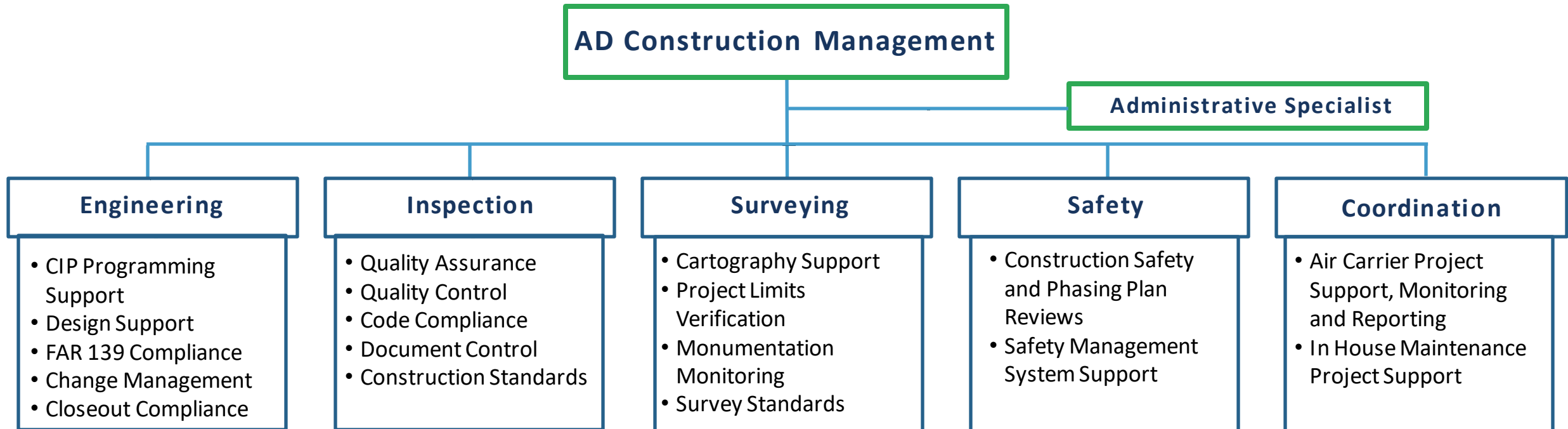
Construction Management

Collaboration between project management and construction management is critically essential, as they work together to ensure that all aspects of the project are effectively managed and coordinated.





Construction Management



2024 INDUSTRY DAY PART II

Networking Break



PN 950 Hobby Restroom Rehabilitation Modernization

Project Objectives:

- Scope is focused on the demo and replacement of sanitary lines servicing the Central Concourse level restrooms.
- Civil scope includes abandonment of East/West main sanitary line and rebuild north of current location.

Estimated Construction Cost:

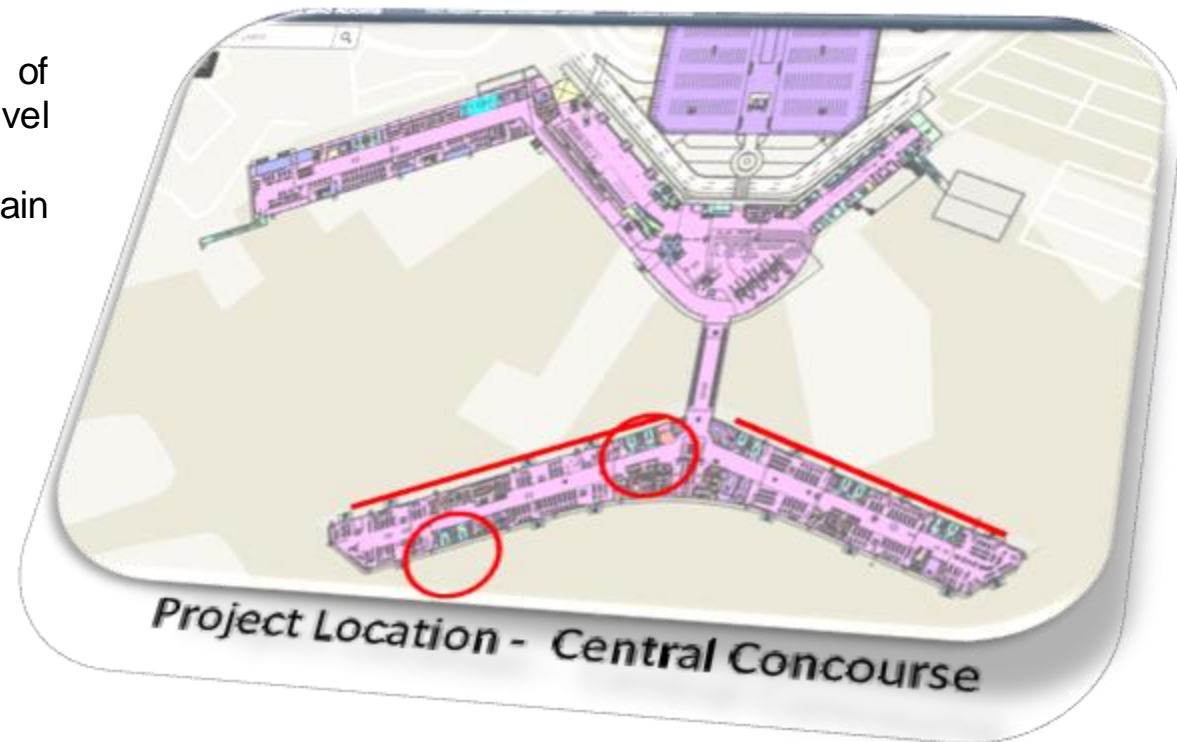
- Est. Value: \$6M - \$10M

Project Delivery Method:

- Invitation to Bid

Project Status:

- Advertisement: Q3 2024



PN773 TWY M REHABILITATION PHASE 1 (SOUTH) & TWY M REHABILITATION PHASE 2 (NORTH & CENTRAL)

Project Objective:

- Pavement Repair/Rehabilitation including Crack Sealing, Seal Coat
- Taxiway Lighting
- Pavement Markings
- Drainage

Delivery Method:

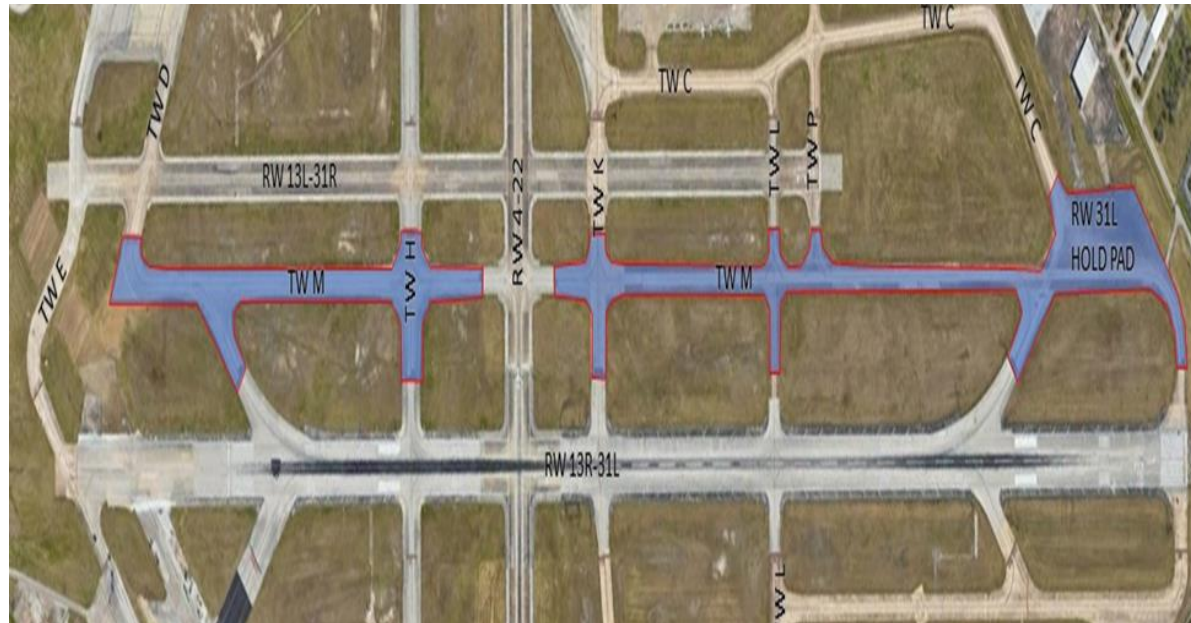
- Design-Bid-Build

Project Cost

- Design- \$1.44 M (Rounded)
- Construction- \$33M (Estimated)

Status:

- Est. Advertisement: Q2 2025



PHOD

PN 982: HOU Rehabilitation of RWY 13R-31L

Project Objective:

- Full Depth Concrete Pavement
- Connectors and High-Speed Exits
- Airfield Lighting, Marking, Signs Upgrade
- Drainage Improvements/Upgrades
- FAA Standards

Delivery Method:

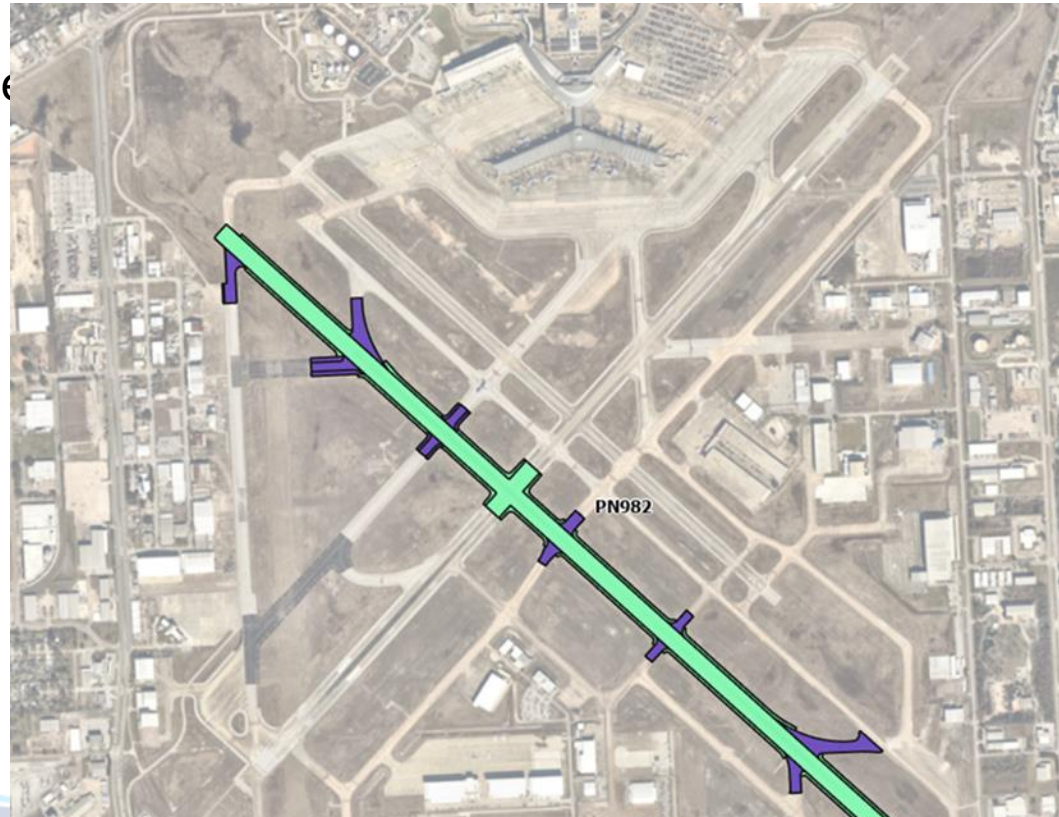
- Design-Bid-Build

Project Cost

- Design- \$8.9 MM
- Construction- Est. \$150MM

Status:

- Est. Advertisement: Q2 2025



PN 973 IAH Remain Overnight (RON) Parking Terminal A North Infill

Project Objectives:

- Infill RON PARKING – Terminal A
- Accommodate ADG IV at new gates
- Accommodate 1 ADG V Position
- Accommodate 7 ADG III Positions
- Minimize Off-Airport Impacts & Impacts to Existing Leases
- Existing Utility Work Required

Estimated Construction Cost:

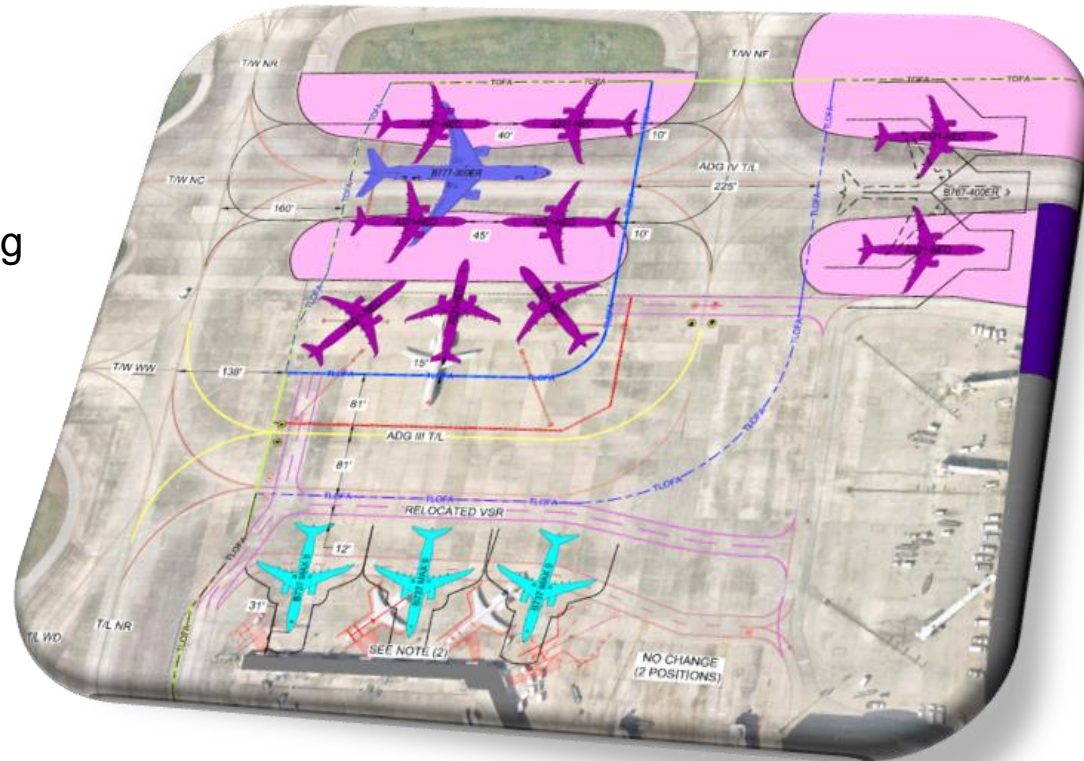
- Est. Value: \$6M – \$10M

Project Delivery Method:

- Invitation to Bid

Project Status:

- Advertisement: Q3 2024



PN646A Rehabilitation of IAH TWY SA & SB

Project Objectives:

- Rehabilitation and upgrade of Taxiways SA&SB to accommodate ADG V (TDG 6)
- **Mill and Overlay of Taxiways SA&SB**
- Shoulder and Fillet improvements
- Concrete Panel replacement and repairs
- Drainage improvement and Sinkhole repair
- Relocation of Ditch G FAA Duct Bank
- Est. Value: \$58MM

Delivery Method:

- Invitation to Bid

Project Status:

- Advertised-March 22, 2024
- Bid Date-June 27, 2024



**PROJECT LOCATION: IAH South Complex (Runway 9-27)
TWY SA&SB**

PN1033 IAH AB Garage Entry Expansion Project

Project Objectives:

- Expand the AB Garage Entrance from 2 lanes to 4 lanes of entry.

Estimated Construction Cost:

- Est. Value: \$500K

Project Delivery Method:

- Invitation to Bid

Project Status

- Advertisement: Q1 2025



IAH

Job Order Contract Program (JOC)

Project Objective:

- Job Order Contract (JOC) contractors are for Operations & Maintenance (O&M) and Capital that provide repairs, maintenance tasks, renovations, rehabilitations, alterations, and small construction projects services defined in an assigned Work Order (WO).

Delivery Method:

- RFP

Status:

- Pre-Bid Meeting 6/20/24 1:00PM



PN 1013 HOU Conveyances

Project Objective:

- Remove and replace multiple Conveyance assets exceeding manufacturer life expectancy at HOU
 - Replace four (4) Escalators,
 - Modernize seven (7) Elevators
 - Replace two (2) Moving Walkways.

Delivery Method:

- Design-Bid-Build

Status:

- Advertising 9/2024



DOT

PN 1002 IAH Terminals A, B & C Conveyances

Project Objective:

- Remove and replace multiple Conveyance assets exceeding manufacturer life expectancy
- Modernize the conveyance system to reduce energy consumption
 - Terminal A: 10 Conveyances
 - Terminal B: Four (4) Conveyances
 - Terminal C: Five (5) Conveyances

Delivery Method:

- Design-Bid-Build

Status:

- Advertising 10/2024



IAH

PN1006A HVAC Replacement at IAH Terminal D

Project Objective:

- Remove and replace Air Handling Units, Hot Water Pumps, Chilled Water Pumps, Hot Water Generators, Exhaust Fans, Fan Coil Units, Heating Ventilating Units, Sumps Pumps, VAV Boxes, Transfer Fans, Circulating Fans, Hot water Unit Heaters, Outside Air Fans, Hot Water Converter, Andover DDC Unit, and associated Ductwork.

Project Delivery Method:

- Invitation to Bid

Project Status:

- Advertisement-3rd Qtr. 2025





794G Terminal C Garage Signage & Wayfinding

Scope:

George Bush Intercontinental Airport (IAH) is currently undergoing a wide scale renovation and expansion program. These developments will require major changes to existing Airport wayfinding. The current signage in Terminal C Garages is out of date, inconsistent and incorrect in many places, that a signage package is needed now. This is an ideal time to construct an updated Wayfinding and Signage System that will enhance the passenger experience

Delivery Method:

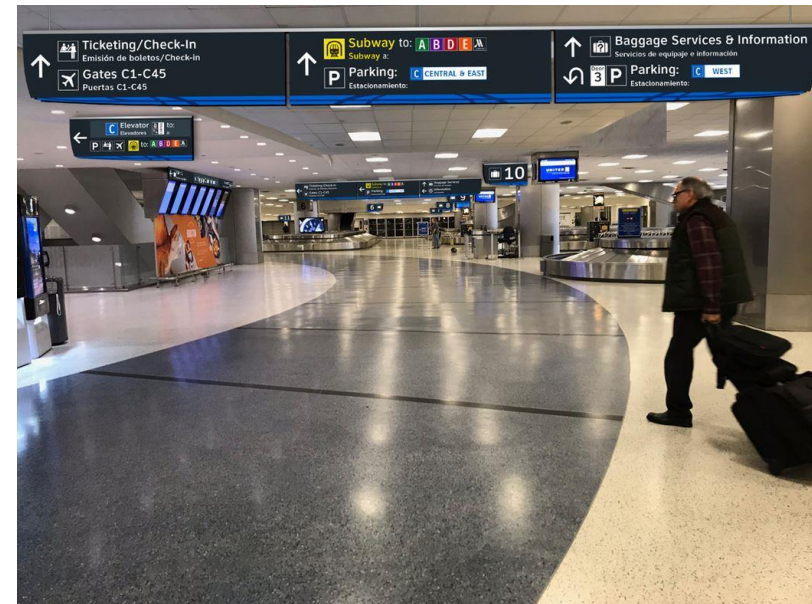
- Design-Bid-Build

Project Budget:

- Construction \$2,609,000

Project Status:

- Advertisement-2nd Qtr. 2025



PN972 IAH Terminal E (FIS/CBP) Signage and Wayfinding

Project Scope:

- The FIS area at IAH requires dynamic, digital signage to accommodate the constantly changing needs of arriving International flights.
- The signs can be changed throughout the day to meet the evolving needs of each arriving flight as well as change languages.
- The signs in the sterile corridors as well as the secondary signs were added to the package.
- The FIS/CBP booths were also added to in order place the booth numbers high (so they could be seen) and replace their outdated technology.

Total Project Cost:

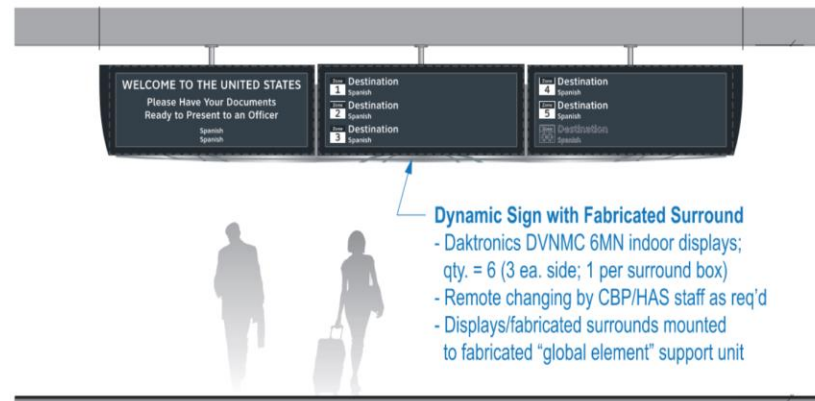
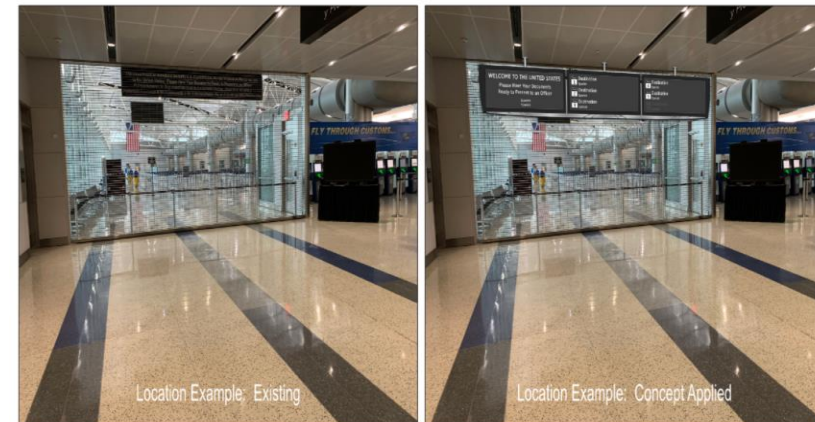
- \$4,148,213.05 with the base project, the sterile corridors, the secondary signs and the FIS/CBP booth overheads.

Delivery Method:

- Design-Bid-Build

Project Status:

- Advertisement-2nd Qtr. 2025



PN1015 HOU Garage APGS Replacement & Red/Blue Garage Signage- Construction

Project Objective:

- Design and Construct the Blue/Red Garages Signage and Wayfinding along with APGS project at William P. Hobby Airport Terminal;

Delivery Method:

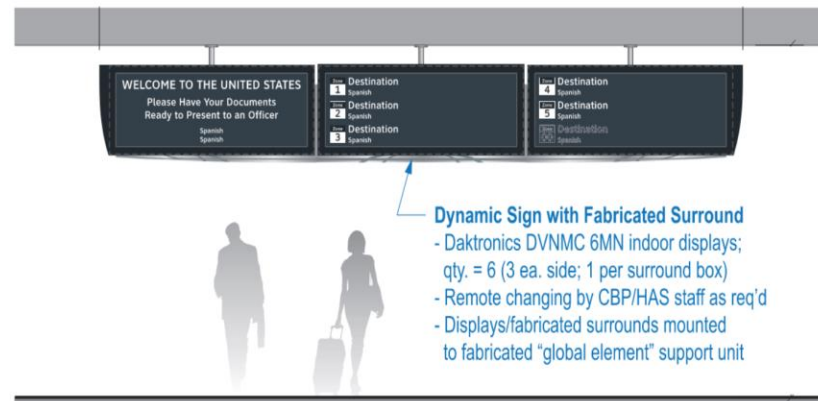
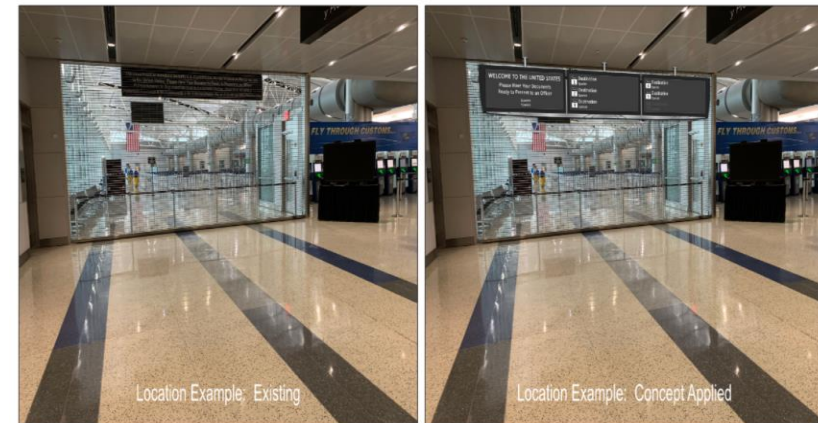
- Design-Bid-Build

Project Cost

- Design- \$325K
- Construction- \$4.5M

Status:

- Est. Advertisement Q1 2025



PN 988 IAH – Consolidated Employee Parking Lot

Joel Cotter, *Project Manager*
Mimi Tsai, *Design Manager*



Project Objective:

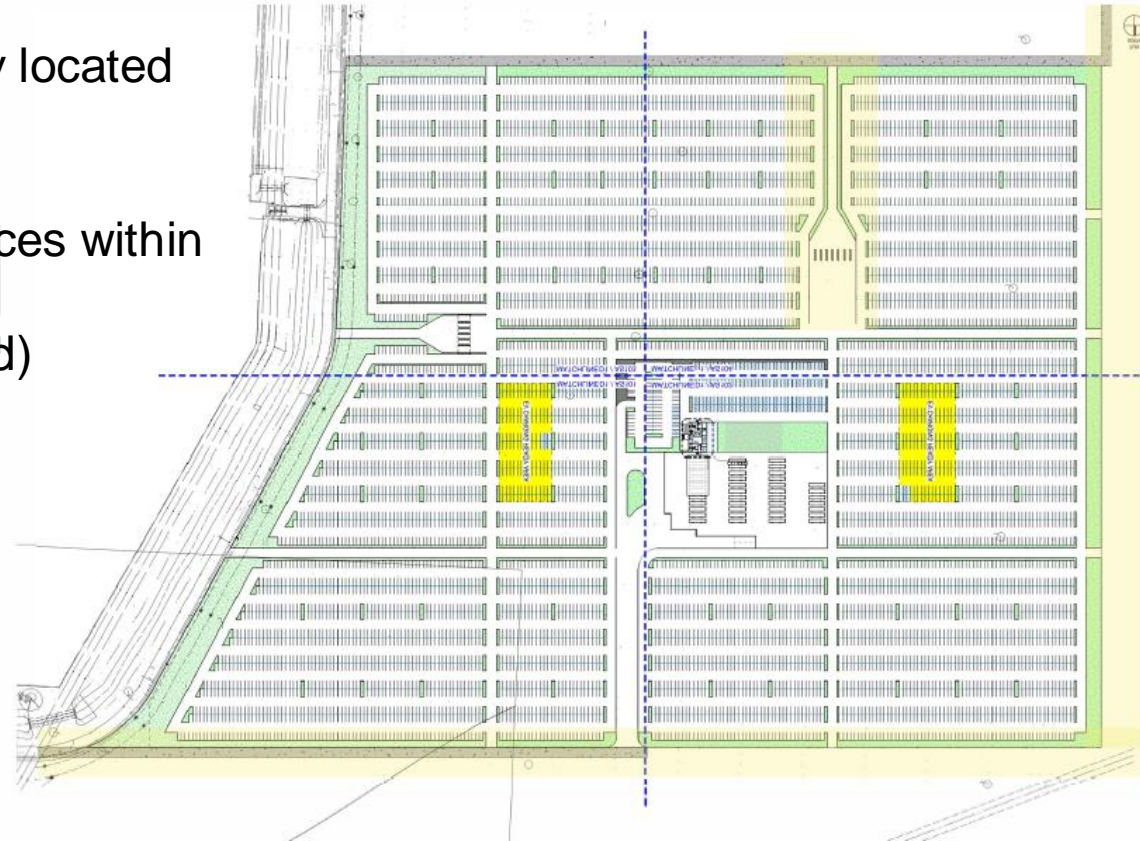
- Construction of 8100 space parking facility located off of Greens Rd and International Blvd.
 - Includes ~3000 SF admin building
- Construction of 2000 covered parking spaces within existing EcoPark 1.
- Construction Timeline 550 days (Estimated)
- Estimated Value: \$50MM - \$60MM

Delivery Method:

- Design-Bid-Build
- Participation – MBE/SBE

Status:

- Advertisement 4th Qtr. 2024



PN 1068 IDO Shell Space Buildout

Project Objective:

- Build-out of the remaining IDO office space.
- Approximately 5,158 sf with approximately 34 additional office cubicles, seven (7) executive offices, one (1) set of new restrooms and one (1) new break area.

Delivery Method:

- Invitation-to-Bid

Status:

- Advertising Q1 2025



PN935 – Construction of Kenswick Intersection

Project Objectives:

- Construction of new intersection at Kenswick Dr. & Will Clayton Parkway.
- Addition of traffic signals at this location.
- Provide a typical TxDOT Turnaround Intersection.
- Project will allow direct access to Will Clayton and Lee Road.

Estimated Construction Cost:

- Est. Value: \$5M - \$7M

Project Delivery Method:

- Invitation to Bid

Project Status

- Advertisement: Q3 2024



PN980 – IAH Misc. Taxiway Rehab

Project Objective:

- Miscellaneous taxiway repair and rehabilitation throughout the airfield.
 - Pavement Rehabilitation
 - Electrical Rehabilitation
 - Utility Rehabilitation
 - Striping Rehabilitation

Project Delivery Method:

- Design-Bid-Build
- Participation – MBE/SBE

Project Status:

- Advertisement 3th Qtr. 2025



IAH

PN981 – HOU Misc. Taxiway Rehab

Project Objective:

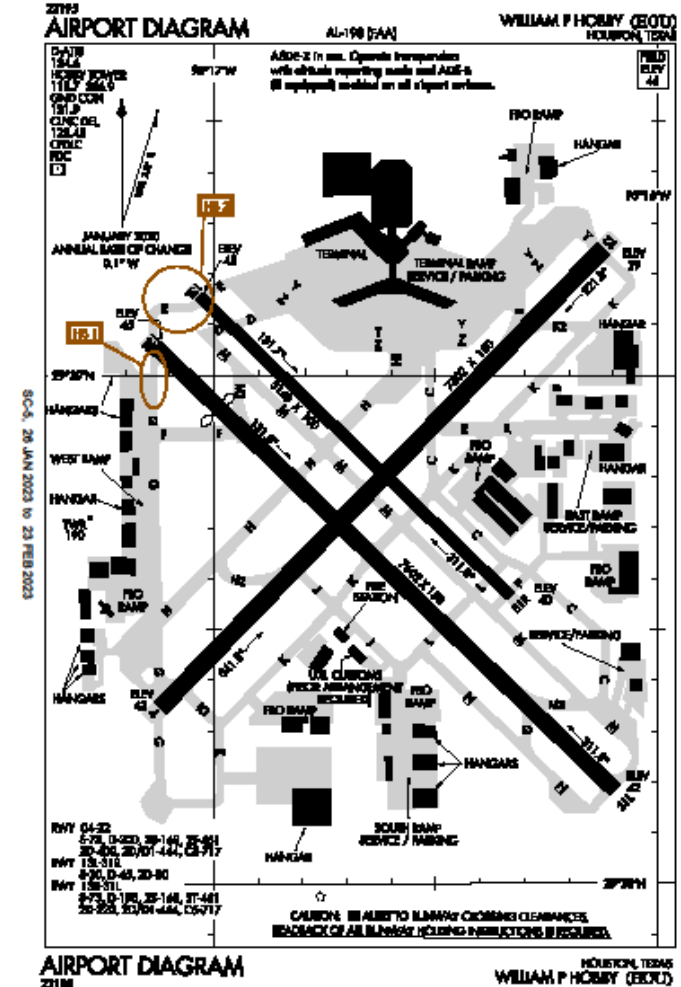
- Miscellaneous taxiway repair and rehabilitation throughout the airfield.
 - Pavement Rehabilitation
 - Electrical Rehabilitation
 - Utility Rehabilitation
 - Striping Rehabilitation

Project Delivery Method:

- Design-Bid-Build
- Participation – MBE/SBE

Project Status:

- Advertisement 3rd Qtr. 2025



PN995 – Storm Water Pollution Control System (Env. Lift Stations)

Project Objective:

- Design of eight (8) hydrodynamic separator stormwater treatment plants

Project Delivery Method:

- Invitation to Bid

Project Status:

- Design FY25



PN998 – IAH Airfield Sinkhole Project

Project Objective:

- Repair, backfill, re-grade, and correct erosion and sinkholes along 10 Drainage Channels (drainage ditches) at IAH;
- Improving backslope swale and drainage system of existing channels across the airfield areas mitigating the effects of storm-water runoff from runways and taxiways;
- Survey to identify sink holes across IAH airfield areas;
- Repairing failed slope and erosion along the ditches;
- Repairing existing sink-holes across the airfield areas;
- Reduce impact on Airfield operations and 139 Operating Certificate.

Project Delivery Method:

- Design Bid Build

Project Status:

- 100% Design (8 Months): January 2025
- Bid Open: May 2025
- Construction NTP: November 2025
- Construction Completion (12 Months): December 2026



PN1024 EFD – Misc. Taxiway Rehabilitation

Project Objective:

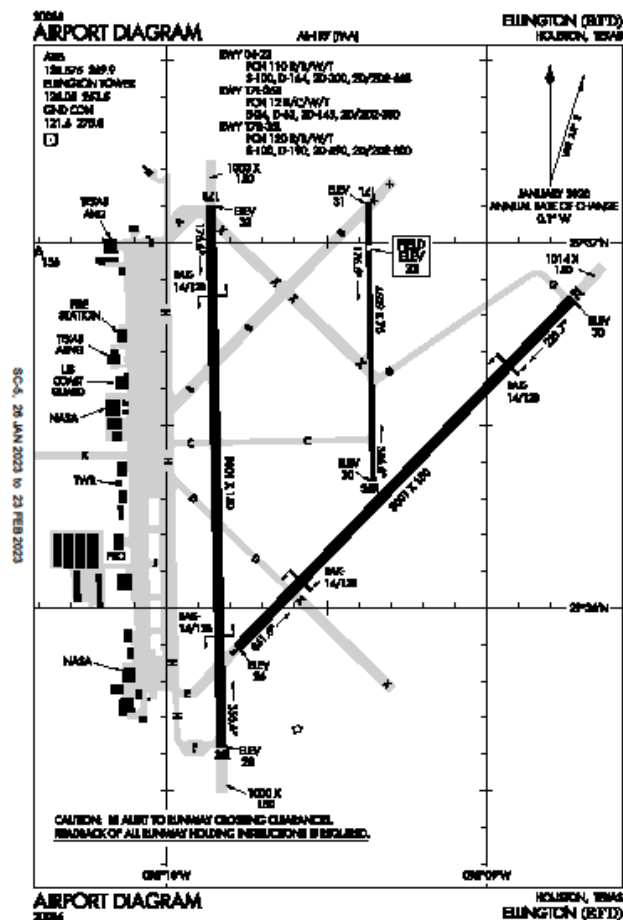
- Miscellaneous taxiway repair and rehabilitation throughout the airfield.
 - Pavement Rehabilitation
 - Electrical Rehabilitation
 - Utility Rehabilitation
 - Striping Rehabilitation

Project Delivery Method:

- Design-Bid-Build
- Participation – MBE/SBE

Project Status:

- Advertisement 3th Qtr. 2025



EFD

Technology

Diego Parra

PMP, FMP

Director IT PMO



HAS Technology Professional Services RFP

Project Objective:

- Assist HAS in accomplishing current and future technology initiatives, specifically in the following areas:
 - Technology Planning Studies
 - Application Development, Hosting & Cloud Services
 - Design and Construction Administration
 - Program/ Project Management
 - Information Technology Security Services
 - Artificial Intelligence including Generative AI and Augmented reality
- Status: Scheduled advertisement July 2024
- Current Contract: 5 Years at \$10.5M



Maintenance Division

Tanisha Smith

PMP, FMP

Division Manager





Baggage Handling Systems Operations and Maintenance Services

Objectives:

- Provide complete maintenance at various levels of service to existing baggage handling system for Terminals A and D
- (3) Three-year contract with Two (2) one – year renewal options

Delivery Method:

- Request for proposal (RFP)

Status:

- Advertisement – 4th Quarter of 2024



Procurement Cathy Vander Plaats

Aviation Procurement Officer





How to Do Business with the City

Cathy Vander Plaats
Aviation Procurement Officer
June 18, 2024

Aviation Procurement Team

- Liliana Rambo, Chief Terminal Management & Administration Officer
 - Cathy Vander Plaats, Aviation Procurement Officer
 - Alfredo Oracion, Division Manager
 - Ola Al Hammami, Sr. Procurement Specialist
 - Mohamad Al Maliki, Management Analyst III
 - Jorge Ardines, Sr. Procurement Specialist
 - Gabriel Carey, Sr. Procurement Specialist
 - Amanda Joseph, Sr. Procurement Specialist
 - David Martinez, Sr. Procurement Specialist
 - Andre Morrow, Sr. Procurement Specialist

City of Houston – Strategic Procurement Division Team

- Jedediah Greenfield, Chief Procurement Officer
 - Carolyn Hanahan, Assistant Chief Policy Officer
 - Barbara Fisher, Division Manager
 - Geoffery McDowell, Sr. Procurement Specialist (dedicated to HAS Projects)
 - Christina Salazar, Sr. Procurement Specialist (dedicated to HAS Projects)

Doing Business with the City

- Procurement Contract Facilitation
 - Construction Contracts – HAS Procurement Team
 - Service Contracts – Strategic Procurement Division
- Procurement Methods
 - Invitation to Bid (ITB) or Design-Bid-Build (DBB) – Hard Bid
 - Competitive Sealed Proposals (CSP) – Hybrid ITB with evaluation scoring
 - Request for Qualifications (RFQ) – Evaluation scoring (price submitted only by the recommended firm)
 - Request for Proposal (RFP) – Evaluation with price scored
 - Design Build (DB) – Two Step procurement: RFQ/RFP with both evaluated – RFP issued with 30% design completed

Doing Business with the City (con't)

- Procurement Advertisements
 - Advertised for two (2) consecutive Fridays
 - Print Publications: Houston Chronicle and Houston Business Journal (HBJ)
- Procurement Postings
 - Houston Airport System website: <https://www.fly2houston.com/biz/opportunities/contracting>
 - City of Houston Strategic Procurement Division website: <https://www.houstontx.gov/bizwithhou/>
 - Airports Council International (ACI) website: <https://airportscouncil.org/>
 - American Association of Airport Executive (AAAE) *Airport Report Today* email publication distribution

Tips for Doing Business with the City

- Register as a City Vendor – it's FREE!
 - Registration link available on Houston Airport System and City of Houston Strategic Procurement Division websites
- Ensure all City taxes are up-to-date
- Review open solicitations on Houston Airport System and City of Houston Strategic Procurement Division websites
- Attend pre-bid/pre-submittal/pre-proposal conferences
- Questions, Questions, Questions!
 - Submit any questions during the questions phase

Tips for Doing Business with the City (con't)

- Respond completely to the advertised solicitation by the due date
 - Ensure the company name is the same on all required forms/submittals
 - Ensure the company name exactly matches the Texas Secretary of State (TSOS) company registration
 - Ensure that forms are signed by the authorized signatory as shown on the Ownership Information Form
 - Hire Houston First (HHF) – approved designation required prior to bid/proposal submittal
 - Ensure Minority and Women-Owned Business Enterprises (MWBE) and Disadvantaged Business Enterprises (DBE) participation plans are fully completed
 - If needed, ensure that Good Faith Efforts (GFE) documentation is clear regarding the efforts used to engage MWBE/DBE firm participation. Including but not limited to, list of firms contacted, how contacted and responses, copies of emails, etc.

Tips for Doing Business with the City (con't)

- CONGRATULATIONS!!! You've received a Notice of Intent to Award! No what?
 - Participate in pre-award workshop – the Sr Procurement Specialist will go over all the required documents
 - Respond within ten (10) business days with completed required post-bid documents
 - Required documents are identified on form 00495 in the solicitation

Tips for Doing Business with the City (con't)

- Review the Certificate of Insurance (COI) provided by your Carrier prior to submittal – key areas to review include:
 - Certificate Holder Box needs to show the City of Houston as the certificate holder as follows:

CERTIFICATE HOLDER

**The City of Houston
Department-Procurement Services Division
P.O. BOX 1562
Houston, TX 77251**

Tips for Doing Business with the City (con't)

- Ensure that the ACORD Certificate of Insurance Policy Number matches the endorsement document
- Ensure COI doesn't expire in next 30-days
 - If expiring, Contractor will need a letter from Carrier on Carrier letterhead and signed by authorized representative, stating that it is expected to be renewed on or before the expiration date

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD VNO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
<input type="checkbox"/>	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		AES120977902	11/8/2022	11/8/2023	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
	<input checked="" type="checkbox"/> 2,500					MED EXP (Any one person)	\$	
	GENL AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE	\$ 2,000,000	
						PRODUCTS - COM/PROP AGG	\$ 2,000,000	

POLICY NUMBER: AES1209779-02

COMMERCIAL GENERAL LIABILITY
AES GL 209 03 14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET ADDITIONAL INSURED –
WHEN REQUIRED IN WRITTEN CONTRACT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Tips for Doing Business with the City (con't)

- Automobile Liability: Limit of Liability is \$10,000,000 for vehicles driven on airfield

A	AUTOMOBILE LIABILITY		ISA H25297635	06/30/2019	06/30/2020	COMBINED SINGLE LIMIT (Per accident)	\$ 10,000,000		
	<input checked="" type="checkbox"/>	ANY AUTO					BODILY INJURY(Per person)		
	<input checked="" type="checkbox"/>	OWNED AUTOS ONLY				<input checked="" type="checkbox"/>	SCHEDULED AUTOS	BODILY INJURY (Per accident)	
	<input checked="" type="checkbox"/>	HIRED AUTOS ONLY				<input checked="" type="checkbox"/>	NON-OWNED AUTOS ONLY	PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/>					<input type="checkbox"/>			

Tips for Doing Business with the City (con't)

ARTICLE 11 - INSURANCE AND BONDS

- Ensure the Owner's and Contractor's Protective Liability (OCP) and Installation Floater coverages are as shown in Article 11, Table 1 of the 00800 document

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) and property damage coverage for aircraft located on airport property.	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)	\$10,000,000 combined single limit each occurrence for (1) Any Auto or (2) All Owned, Hired, and Non-Owned Autos. <i>*increased to \$10,000,000 due to work on runway, taxiway, ramp, apron or in vicinity of aircraft construction projects.</i>

Tips for Doing Business with the City (con't)

- Ensure that the ACORD Certificate of Insurance Policy Number matches the endorsement document

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD VNO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
<input type="checkbox"/>	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		AES120977902	11/8/2022	11/8/2023	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	<input checked="" type="checkbox"/> 2,500					MED EXP (Any one person)	\$
	GENL AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COM/PROP/AGG	\$ 2,000,000

POLICY NUMBER: AES1209779-02

COMMERCIAL GENERAL LIABILITY
AES GL 209 03 14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET ADDITIONAL INSURED –
WHEN REQUIRED IN WRITTEN CONTRACT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART



Office of Business Opportunity Kellie Irving

Deputy Assistant Director, OBO



Staff

Kellie Irving	Deputy Assistant Director
Tyrece Simms	Pay or Play Liaison
Leon White	Staff Analyst
Desiree Williams	Supervisor of Contract Compliance – Contract and Labor
Josette Safi-Kilonda	Senior Business Development Coordinator – Contract and Labor
Feven Damer	Business Development Coordinator - Certification
Courtne Lawrence	Business Development Coordinator - Certification



Overview

To **promote the utilization** of Disadvantaged Business Enterprises (DBEs) in Department of Transportation (DOT) Federal Aviation Administration (FAA) financially-assisted contracts and Minority and Women, and Small (M/W/SBEs) in City of Houston funded contracts.

To **improve access** to HAS contract opportunities for M/W/S/DBE companies.

To **ensure compliance** with local and federal mandates.



Why Are We Here Today

I. HAS Industry Day

- A. History
- B. Purpose

II. Market Engagement

- A. Prime
- B. Small Business Certified Business Enterprises

III. Contract Pipeline Planning

IV. HAS Target Networking



Questions?

Thank you for Attending!

