
PRE- PROPOSAL CONFERENCE

REQUEST FOR PROPOSAL (RFP)

OPERATIONS AND MAINTENANCE (O&M) HEATING VENTILATING AND AIR CONDITIONING (HVAC) SOLICITATION # H73-HVAC-2023-001

Gabriel Carey MBA
Sr. Procurement Specialist
Houston Airport System

Thursday, August 2, 2022 10:00 A.M.
18600 Lee Road
Houston, Texas 77032

Pre-Qualification Meeting Agenda



- I. Opening Remarks
Andre' Morrow
Sr. Procurement Specialist
- II. Solicitation Overview
Gabriel Carey
Sr. Procurement Specialist
- III. Office of Business Opportunity
Kellie Irving
Deputy Asst. Director, HAS OBO
- IV. Project Scope and Overview
Scott Hill, Director of Maintenance
Angel Santos, Deputy Assistant Director
Ted Freeman, Senior Project Manager
- V. Questions/Answers

Procurement Process Reminder

Quiet Period



- 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.
- Only the designated procurement specialist, [Gabriel Carey](#) should be contacted during this time.

PURPOSE:

The City of Houston (City), Houston Airport System (HAS) invites interested firms to submit proposals for the Operations and Maintenance (O&M) Heating Ventilating and Air Conditioning (HVAC) at George Bush Intercontinental Airport (IAH) and William P. Hobby (HOU) airports.

Solicitation Overview



SOLICITATION DUE DATE AND TIME:

Thursday, September 29, 2022, 2:00 P.M. CST

QUESTIONS AND REQUESTS FOR ADDITIONAL INFORMATION ARE DUE BY:

Thursday, August 25, 2022, 12:00 P.M., CST

Must be received electronically and directed via email to:

gabriel.carey@houstontx.gov

Add'l Info/Specification Changes



LETTER OF CLARIFICATION(s):

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

Submittal Procedures



Submit two (2) printed copies of the Technical Proposal, including one (1) printed original marked “Original,” signed in blue ink, six (6) electronic copies on separate unreturnable thumb drives sealed in a separate single envelope and one (1) copy of Financial Statements, must be received at the address below no later than Thursday, August 25, 12:00 P.M., CST.

Address to send/submit to

Attn: Gabriel Carey

Supply Chain Management

18600 Lee Road

Humble, Texas 77338

Please include the phrase **“RFP No. H73-HVAC-2023-001, OPERATIONS AND MAINTENANCE (O&M) HEATING VENTILATING AND AIR CONDITIONING (HVAC)”** in the subject line and provide all applicable contact information.

Technical Proposal Submittal Requirements



- Each Technical Proposal must be organized and follow the required format as stated in Part IV, Section B – Submission Requirements of the RFP.
- Each item of Section B must be appropriately tabbed and inclusive of all the required submittals.
- Submissions to the RFP must be valid for a period of one-hundred and eighty (180) consecutive calendar days from the date of receipt by the City.
- Forms to be submitted with the Technical Proposal are listed in Part VIII and must be properly and completely filled-up.

Procurement Timeline



Description	Scheduled Date
Advertisement of Solicitation	07/15/22
Pre-Proposal Conference	08/02/22
Questions from Respondents Due to City	08/25/22
Technical Proposal Due from Respondents	09/29/22
Notification of Intent to Award (Estimated)	01/12/23
City Council Agenda Date (Estimated)	01/25/23
Contract Start Date (Estimated)	02/09/23

Evaluation Criteria



- Technical/Design Approach Management Plan 15 Points
- Personal Staffing Requirements 20 Points
- Proposal Pricing 30 Points
- Qualification HVAC Experience 15 Points
- Efficiency/Sustainability/Energy Saving Training 10 Points
- Computerized Maintenance Management System (CMMS) 10 Points
- **Total Score** **100 Points**
- Financial Stability Pass/Fail
- Reasonableness and Extent of Contract
- Exceptions Pass/Fail
- M/WBE Requirements Pass/Fail

HAS Office of Business Opportunity

has.obo@houstontx.gov

DIVERSITY REQUIREMENTS

The goals on the project are the following:

M/WBE Goal – 25%

CERTIFICATION

- Participating Firms Must Be Certified MBE or WBE with the City of Houston's Office of Business Opportunity.
- Firms Must Be Certified M/WBE At Time Of Qualification Submission. If Not Certified M/WBE, They Will Not Be Counted Towards Contract Participation.
- Questions About Certification, Visit <http://www.houstontx.gov/obo> Or By Phone (832) 393-0600.

HOUSTON AIRPORT SYSTEM

Scott Hill, Director of Maintenance

Angel Santos, Deputy Assistant Director

Ted Freeman, Senior Project Manager

Project Scope and Overview



Overview:

- O&M of HVAC at IAH, HOU & EFD
- Three (3) Year Contract with Two (2) One-year Extension Options
- Three Levels of Service (LOS)
- Utilize the HAS Enterprise Asset Management System (EAMS)

THE HOUSTON AIRPORT SYSTEM (HAS) seeks a CONTRACT PROVIDER for the OPERATIONS AND MAINTENANCE (O&M) HEATING VENTILATING AND AIR CONDITIONING (HVAC) of George Bush Intercontinental Airport/Houston (IAH), William P. Hobby Airport, Houston (HOU), Ellington Airport (EFD) and all HAS Maintained buildings on and off airports.

SOLICITATION # H73-HVAC-2023-001

Project Scope and Overview

Scope:

- Basic Services
- Levels of Service (LOS) Per Assigned Asset
 - Level I (Best Management Practices)
 - Preventive Maintenance, Corrective Maintenance, and Reliability Centered Maintenance (RCM)
 - Level II (Industry Standard)
 - Preventive Maintenance, Corrective Maintenance
 - Level III (Reactive)
 - Corrective Maintenance – Only
 - *Work Done Through Other Service Request (OSR)*
 - HAS Performs Preventive Maintenance

Contractor shall provide all management, supervision, skilled and unskilled labor, tools, service and maintenance materials, equipment, outside services, replacement equipment and parts, components and appurtenances, instruments, expendables, supplies, training, and insurance as required for Operation and Maintenance (O&M) to ensure the Level of Service (LOS) of all Work described in the Agreement for HVAC installed at the airports.

Project Scope and Overview



Scope - Continued:

- Attachment B – Fee Schedule
 - LOS Per Assigned Asset
 - Pricing Per Interpretation of Scope
 - ***OSR Pricing Separate Fee Form***

Example For Presentation

ATTACHMENT B FEE SCHEDULE – LEVELS OF SERVICE			
YEAR 1 - LEVELS OF SERVICE			
Notes:			
1. Reference Scope of Work Statement, Attachment "C" Equipment Lists & Attachment "D" Buildings			
2. Contractor level of service bid pricing will be effective for duration of contract and be defined as "Unit Pricing" if new Terminal/Public Facilities, Admin/Support Buildings and Remote Buildings are added or subtracted from the contract.			
AIRPORT/BUILDING/LOCATION	ANNUAL LUMP SUM COST		
	LEVEL I PERPETUAL Best Management Practice	Level II PREDICTIVE Industry Standard	LEVEL III REACTIVE Routine Service
IAH TERMINAL/PUBLIC FACILITIES			
Terminal A	\$	\$	\$
Terminal B	\$	\$	\$
Terminal C	\$	\$	\$
Terminal D	\$	\$	\$
Terminal E Ticket Counter and Checkpoint	\$	\$	\$
Federal Inspection Services (FIS)	\$	\$	\$
Terminal A/B Parking Garage	\$	\$	\$
Terminal C - West Parking Garage	\$	\$	\$
Terminal C - East Parking Garage	\$	\$	\$
Terminal D/E - Parking Garage	\$	\$	\$
IAH AIRPORT ADMIN/SUPPORT BUILDINGS			
Skyway Maintenance Facility	\$	\$	\$
HAS Administration Complex - 18930 JFK Blvd	\$	\$	\$
ARFF Station 54 - 19006 Aldine Westfield	\$	\$	\$
ARFF Station 92 - 4300 Will Clayton	\$	\$	\$
ARFF Station 99 - 18580 Chanute Rd	\$	\$	\$
HAS GSF (General Services Facility) - 4520 Will Clayton	\$	\$	\$
HAS Airport Operations Building/Complex - 4775 Will Clayton	\$	\$	\$
Airport Services Complex - 4500 Will Clayton	\$	\$	\$
Supply Chain Management Complex - 18800 Lee Rd	\$	\$	\$
Infrastructure Division Office (IDO) - 111 Standifler St.	\$	\$	\$
Skyway Power Station (PDS 1, PDS 2 & PDS 3)	\$	\$	\$
South Vault	\$	\$	\$
North Vault	\$	\$	\$
West Vault	\$	\$	\$

Please Submit Clarifying Questions In Writing

Scope - continued:

- The Contractor shall provide complete maintenance of existing HVAC systems as described in Exhibit “M” and Exhibit “L” and shall also provide maintenance of additional HVAC systems as they are released to the contractor following construction.
- The Contractor shall utilize the city of Houston’s Enterprise Asset Management Systems (EAMS), as described in Section 3.10.

Questions

- Questions to be official must be in writing and submitted via email to:
gabriel.carey@houstontx.gov
- Answers will be posted in HAS website as Letter of Clarification:
<http://www.fly2houston.com>

Closing Remarks



H73-HVAC-2023-001 OPERATIONS AND MAINTENANCE (O&M) HEATING
VENTILATING AND AIR CONDITIONING (HVAC)

HOUSTON AIRPORT SYSTEM

Thank you!