
PRE-SUBMITTAL CONFERENCE

Request For Qualifications (RFQ)

PN 982 –REHABILITATION OF RUNWAY 13R-31L
AT HOU

SOLICITATION NO.: HOA-13R-31L-2023-024

Ola Alhammami
Sr. Procurement Specialist
Houston Airport System (HAS)
Thursday, June 8, 2023, 1:30 PM

Pre-Bid Conference Agenda



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

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.
- Actual and prospective respondents (including their representatives or persons acting on their behalf) are prohibited from contacting members of City Council or any City employees other than the contracting officer.
- Actual and prospective respondents (including their representatives or persons acting on their behalf) are expressly prohibited from offering, presenting or promising gratuities, favors, or anything of value to any member of an evaluation committee or any appointed or elected official or employee of the City of Houston, their families or staff members.
- As part of the solicitation, respondents shall attest that they understand and agree not to contact any members of City Council or City employees – other than the solicitation contact person – during the Quiet Period.
- Only the designated procurement specialist, [Ola Alhammami](#) should be contacted during this time.

Disclaimer:



This document serves to aid interested Vendors doing business with the City of Houston (City). This document does not constitute legal advice or bind the City in any manner. Anything stated at this pre-submittal conference is not intended to change any terms and/or conditions stated in the advertised solicitation document. Any authorized changes will be made in writing in the form of a letter clarification or addendum issued by Supply Chain Management.

REHABILITATION OF RUNWAY 13R-31L AT HOU: Request For Qualifications (RFQ): This Project is seeking a qualified design firm that can provide design services in connection with the reconstruction of the existing **Runway 13R-31L** per FAA Airplane Design Group ADG-III standards. The Runway will be designed to accommodate maximum expected traffic levels and a foreseeable variety of aircraft for the next 30 years of service.

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

Tuesday, June 20, 2023, 3:00 P.M., CT

SOLICITATION DUE DATE AND TIME:

Tuesday, August 1, 2023, 10:30 A.M., CT

Must be received electronically and directed via email to:

ola.alhammami@houstontx.gov

Please include the phrase **“QUESTIONS: ITB No. HOA-13R-31L-2023-024, REHABILITATION OF RUNWAY 13R-31L AT HOU”** in the subject line and provide all applicable contact information.

Letter Of Clarification(s) (Loc) :

Responses to questions received from potential Firms and any changes to the solicitation documents shall be confirmed in writing and will be posted in a Letter of Clarification to the HAS website date prior to the bid due date.

[REHABILITATION OF RUNWAY 13R 31L AT HOU HOA 13R 31L 2023 024 | Houston Airport System \(fly2houston.com\)](#)

Procurement Timeline



EVENT	DATE
Date of RFQ Issued	May 26, 2023
Pre-Submittal Conference	June 8, 2023
Questions from Respondents Due to City	June 20, 2023
Statement of Qualifications Due from Respondents	August 1, 2023
Notification of Intent to Award (Estimated)	October 10, 2023
Council Agenda Date (Estimated)	February 2, 2024

Submittal Procedures

- **Submit one (1) original submittal** signed in **BLUE** ink and marked “original” along with **six (6) copies** of the submittal in hard copy **and** on USB thumb drives labeled with the solicitation name and number.
- All submittals must be delivered to 18600 Lee Road, Humble, TX 77338 before or by **10:30 A.M., (CT) on Tuesday, August 1, 2023.**
- All submittals must be labeled on the outside of the box **“ITB No.:HOA-13R-31L-2023 024, PN982– REHABILITATION OF RUNWAY 13R-31L at HOU”** in the subject line and provide all applicable contact information.

RFQ Submittal Requirements

- ✈ Each Statement of Qualifications (SOQ) must be organized and follow the required format as stated in Section 9.0 – Step One: Request for Qualifications.
- ✈ Each item of Step 1, RFQ Content must be appropriately tabbed and inclusive of all the required submittals.
- ✈ Submissions to the RFQ must be valid for a period of one hundred and eighty (180) consecutive calendar days from the date of receipt by the City.

Evaluation Criteria

The Respondents Must Meet The Following Minimum Qualifications: (Pass/Fail)

- 1- All submitters must have a minimum of five (5) Years of Airport design experience
- 2- Respondent must have, and maintain, an active License to Perform Professional Engineering Services in the State of Texas.
- 3- Respondent must have and maintain the minimum insurance coverage and liability limits as outlined in this Request for Qualifications
- 4- Respondent must include a minimum of 1 (one) of similar project.

Financial Capabilities (Pass/Fail)

- 1- Respondent is required to submit, in a separate, sealed envelope, clearly marked “Financial Statements”, one(1) stamped “Original”.
- 2- Respondent must provide audited financial statements if they are available. If audited financial statements are not available, Respondent must provide tax returns along with unaudited or reviewed financials for the last two (2) years.
- 3- Provide a brief statement of the Respondent’s bonding ability to fulfill the obligations.

RFQ Submittal Requirements



FORMS TO BE SUBMITTED WITH STATEMENT OF QUALIFICATIONS SUBMITTAL

- 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 DBE Participation
- Exhibit F – Attachment “B”: DBE Letter of Intent
- Exhibit F – Attachment “C”: Certified DBE Subcontract Terms
- Exhibit F – Attachment “D”: Mayor’s Office of Business Opportunity DBE Utilization Report
- Exhibit H – 00600 List of Proposed Subs
- Exhibit Q – Contact Directory Form
- Exhibit R – Statement of Residency
- Exhibit S – Offer and Submittal
- Exhibit T – Contract and Contract Exception Chart
- Attachment B – Required Submittal Checklist

HAS Office of Business Opportunity

has.obo@houstontx.gov

DBE Goal and Pay or Play

- **DBE Participation – 2%**
- **Pay or Play Program**

Diversity Requirements – Kellie Irving



- **The DBE Goal** on this solicitation is **2%**
- DBE firms must be certified by the City of Houston Office of Business Opportunity under an applicable NAICS code.
- Firms must be certified **DBE at time of RFQ Submission**. If not certified DBE, the firm's participation will not count towards the DBE contract goal and participation.
- MWSBE certification does not count for DBE credit.
- Questions About Certification, Visit <http://www.houstontx.gov/obo> or By Phone (832) 393-0600.

Searching for DBE's



REHABILITATION OF RUNWAY 13R-31L at HOU DBE Goal Achievement

There are resources available to assist in assembling your team of certified subcontractors to meet the DBE participation goal for this federally funded project.

Follow these easy steps to access the MWDBE/SBE Directory. Log on to the City of Houston's Website at www.houstontx.gov.

- Click on the Departments Link/Departments and Directors
- Click on the Office of Business Opportunity
- Click on the Certified Firm Directory

You will then view a search parameter screen where you may enter a company name (Search by Business Name or DBA) or a business description (Search by Business Description). Additionally, check off the applicable certification types you need at the bottom of the screen. For this project, search by Certification type (MBE, WBE or M/WBE). The system will then provide you a list of currently certified companies for that business type. Clicking on the company's name will give you the contact information.

Contact the HAS Office of Business Opportunity if you encounter any problems or have questions. We can help guide you through this process.

Opportunity if you encounter any problems or have questions. We can help guide you through this process.

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

kellie.irving@houstontx.gov (281) 233-7833

Pay or Play Program

Developed to address the needs of the uninsured in the Houston area by Executive Order 1-7, certain contractors are required to either:

Pay: Contribute a designated amount to be used to offset the costs of providing healthcare to uninsured people in the Houston/Harris County area.

Play: Provide certain employees a minimum level of healthcare benefits.

Funds collected as a result of POP are placed in a Contractor Responsibility Fund that provides healthcare services to uninsured individuals in the Greater Houston area.

Pay or Play Program

Vendors must complete and return the following forms before contract award by the Contracting Department:

- o Acknowledgment Form (POP-1)
- o Certification of Compliance (POP-2)
- o Participating Subcontractors Form (POP-3)

Quick List

- Please follow the instructions on Document 00811.
- Complete all applicable OBO sections in its entirety.
- List percentage and dollar value of your DBE team member.
- Complete a Letter of Intent for each DBE participating on your team.
- List and submit with your bid all activities engaging DBE firms.

Questions

HAS Office of Business Opportunity

has.obo@houstontx.gov

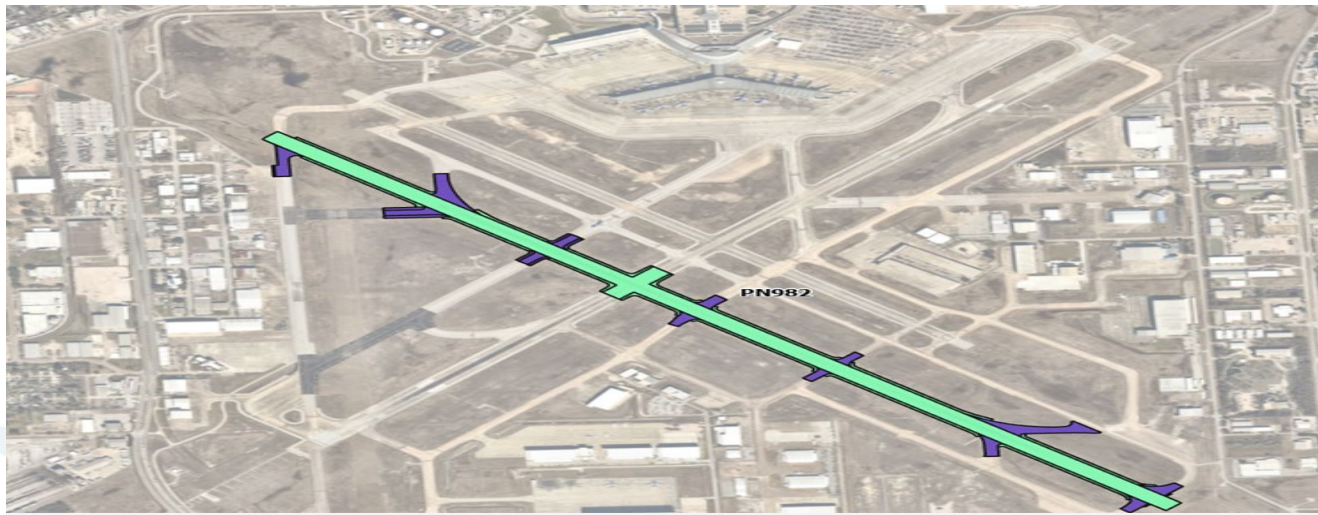
INFRASTRUCTURE

**Asset Engineering Division
Dev R. Pokhrel/ Design Manager
Anmar Al Rikabi / Sr. Project Manager**

HOUSTON AIRPORTS INFRASTRUCTURE DIVISION

Project Scope and Overview

OVERVIEW:



PN 982 HOU RWY 13R-31L

General Description of Design Scope of Work

- Runway Pavement Design - Full depth concrete to accommodate current standards (ADG -III)
- Designs for TWY connectors including High speed exits
- Pavement marking, Electrical signage, lighting system upgrade using LED
- Drainage Improvements
- Pavement shoulder upgrades
- Produce IFB, IFC drawings, specifications, and Contract Documents.
- Produce Rough of magnitude Cost (ROM) for the project
- Provide Construction Administration services

Schedule/ Phasing

- ESTIMATED PROJECT SCHEDULE 360 Calendar days from Notice to Proceed (NTP)

A. Phase I - Preliminary Design	90 calendar days after Notice-to-Proceed.
B. Phase II – Final Design	
65% Design	60 calendar days after Notice-to-Proceed.
95% Design	100 calendar days after Notice-to-Proceed.
100% (Bid Set) Design	140 calendar days after Notice-to-Proceed.
Bidding/Award Services	Anticipated 40 days after completion of 100% Design.
C. Phase III – Construction Administration	Equal to total construction phasing plus 30 days.

Project Scope and Overview

Selection Criteria based on

- a) Company Experience with Similar Projects
- b) Staffing/Key Personnel Experience and License
- c) Understanding the Project: Design Phase Services
- d) Understanding the Project: Construction Phase Services
- e) Quality Management System including Quality Control/Quality Assurance During Design and Construction Phases
- f) DBE Compliance
- g) Financial Capabilities

Evaluation Criteria based on

Evaluation Criteria	Max Score
Company Experience with Similar Projects	25
Staffing/Key Personnel Experience and License	20
Design Phase Services	20
Construction Phase Services	20
Quality Management System (Quality Control/Quality Assurance)	15
Total	100
DBE Compliance	Pass/Fail
Financial Capabilities	Pass/Fail
<u>Minimum Qualifications:</u> Airport Taxiway/Runway Design Experience	Pass/Fail

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

Questions

- In order to be official, questions must be in writing and submitted to Ola Alhammami via email:
ola.alhammami@houstontx.gov
- Please include the phrase **“QUESTIONS: ITB No. HOA-13R-31L-2023-024, REHABILITATION OF RUNWAY 13R-31L AT HOU ”** in the subject line and provide all applicable contact information.
- The official responses will be posted on HAS website as an Addendum:
[REHABILITATION OF RUNWAY 13R 31L AT HOU HOA 13R 31L 2023 024 | Houston Airport System \(fly2houston.com\)](#)

HOUSTON AIRPORT SYSTEM

THANK YOU

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