

HOUSTON AIRPORT SYSTEM

“LETS TALK BUSINESS”

SMALL BUSINESS DEVELOPMENT & CONTRACT COMPLIANCE DIVISION

WWW.FLY2HOUSTON.COM



HAS.SMALLBUSINESS@CITYOFHOUSTON.NET



Facts About HAS

- Three Airports
 - George Bush Intercontinental Airport/Houston (IAH)
 - William P. Hobby Airport (HOU)
 - Ellington Airport (EFD)
- 4th Largest System in the United States
- 6th Largest System in the World
- Enterprise Fund with 1,553 Employees
- NO City Tax Dollars



Small Business Development & Contract Compliance

Purpose:

To create a level playing field on which DBEs and MWPDBEs can participate in an environment that removes barriers, ensures non-discrimination, and provides the tools necessary to compete successfully within Houston Airport System (HAS) and the marketplace outside of the DBE and MWPDBE Program.



Human Resources Learning & Development

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Training Administrator

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Business Opportunities

- Business Writing
- Executive Coaching
- Equipment Operator Training
- Blanchard Leadership/Team Building Training
- Computer Based Training (E-Learning)
- Project Management/Process Improvement Training
- CPR/First Aid/AED Training

PLANNING, DESIGN & CONSTRUCTION

PDC

RFQ

- The Planning, Design and Construction Division of the Houston Airport System, manages the RFQ process. For Design projects, A Scope of Work is prepared and issued in the form of a Request for Qualifications (RFQ). Generally, RFQ documents are available from the Houston Airport System offices.
- An Evaluation Committee reviews and narrows the responsive firms to a qualified few, who are then called for interviews. Followed by approval from the Mayor's office, a contract for Design services is then negotiated with one of the qualified firms.

Construction

- The Planning, Design and Construction Division of the Houston Airport System coordinates the plans and specifications, bid advertisement and award of the construction project. When construction plans and specifications are complete and ready for bid, the bid is advertised in local publications such as the Houston Chronicle. Nine Plan Rooms receive copies of the advertised project documents. Generally, the lead design firm will coordinate distribution of the plans and specifications and will be identified in the advertisement. Bids are read aloud by the City Secretary on the bid due date advertised.



Technical Services Division

- Procurement
- Contracts
- Specifications
- Inventory Control
- Warehouse

Technical Services Operations

- Serves all three airports
- 41 sub organizations
- Supports 24/7 operations

Procurement Branch

- Average 2,200 number of PO's processed per year
- Average \$7 million per year in purchases
- >\$3K - three bids required

Procurement Branch

- 85% of all purchases are placed against supply contracts
- Approximately 83 ongoing supply contracts
- Contract term varies

Supply Contract Examples

- Aviation Specific
 - Airfield lighting
 - Access control products
 - Badge card supplies
 - Reflective/non-reflective materials
 - Reflective beads
 - Runway paint
- Citywide
 - Janitorial supplies
 - Electrical supplies
 - Building supplies
 - Medical supplies
 - Safety products
 - Office supplies
 - Uniforms

Service Contract Examples

- Approximately 39 ongoing service contracts
- Examples are...
 - HVAC
 - Elevator/Escalator Maintenance
 - Fleet Maintenance
 - Inter-Terminal Train
 - Baggage Handling
 - Solid Waste Disposal
 - Security

Specifications

- Specification
 - Supply & service contracts
 - Capital equipment
 - Formal bids (>\$25,000)
 - Informal bids (<\$25,000)
- High technology RFP's
- Quality control & inspections

CONTACT INFORMATION

For assistance or additional information
please contact:

Procurement, One Time Buys, Supplies

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Service Contracts

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Public Safety & Information Technology

Procuring Technology Goods & Services



Information Technology's Role at HAS

- Support all three Houston airports:
 - Bush Intercontinental Airport
 - William P. Hobby Airport
 - Ellington Airport
- Support various voice/data/video & security systems and applications

How HAS Procures Technology Goods & Services

- Capital Development Program
- Service Contracts
- Professional Service Contracts
- Purchase Orders

Capital Program

Sample Opportunities: Design Services

- Request for Qualifications (RFQ) process
- Technology design services frequently require specific designer qualifications such as Professional Engineer, BISC I RCDD, and various manufacturer certifications (i.e. Cisco, Microsoft)

Capital Program

Sample Opportunities: Construction Services

- Construction bid process. Advertised in Houston Chronicle and on City's website.
- Technology installation services frequently require specific qualifications such as BISCO RCDD certified superintendents and specific manufacturer certifications such as:
 - Systimax Value Added Reseller
 - IED Master Certification
 - Nortel Authorized Distributor
 - Notifier Authorized Distributor



Capital Program

Sample Opportunities: Professional Services

- Technology Inspection Services (RCDD)
- Technology Project & Program Mgmt
- Application Development

O&M Procurement

- Professional Service Contracts are issued as Request For Qualification
- Purchase Orders often use City-wide or State contracts (i.e. DIR)

Airport Property Mgmt & Commercial Development

- The Airport Property Management and Commercial Development Division is committed to maximizing airport revenue by providing effective and efficient concessions and property management for the Houston Airport System.

- Terminal Management and Airline Affairs
- Land Acquisition
- Commercial Development - Concessions
- Commercial Development – Leasing
- Commercial Development - Transportation

Terminal Management and Airline Affairs

- Coordinates with airlines, airport management and various HAS divisions to accommodate all airline operations.

Land Acquisitions

- Acquires land identified as necessary to support and provide for the growth of the airports and properly dispose of any airport land determined to be surplus.

Commercial Development - Concessions

- Enhances the traveling public's airport experience by effectively managing concession agreements and reviews/suggests/implements new methods of improving airport revenue potential.

Commercial Development – Leasing

- Negotiates agreements, leases and licenses that maximizes the utilization of available airport property and facilities and provides increasing airport rental revenue.

Commercial Development - Transportation

- Provides efficiently operated airport parking facilities, rental car concessions, and scheduled ground transportation services for the airport customer by effectively managing the respective agreements and leases.

Contact Us

Houston Airport System

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William P. Hobby Airport

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Houston, TX 77061
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Ellington Airport

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Thank You!

