GSD
General Services Department
Functions as the City’s in-house developer, providing a range of services.

CIP, Planning & Real Estate

Design & Construction

Environmental Services

Energy Management

Property Management

Security

Plan it ➔ Design/Build it ➔ Manage it
MAJOR PROJECTS
- Above $350K
- Clients: Health Department, HPD, HFD, HPL, Solid Waste, HEC, etc.

Calvin Curtis
Major Projects Division Manager
Calvin.Curtis@houstontx.gov
(832) 393-8024

RECENT PROJECTS

Julia Ideson Building
$32M
Client: HPL
Architect: Gensler
Contractor: Manhattan
Completed: Nov 2011

Houston Permitting Center
$30M
Client: Public Works
Architect: Studio RED
Contractor: Manhattan
Completed: Jun 2010

South Gessner Police Station
$9M
Client: HPD
Architect: Roth Sheppard Architects
Contractor: SpawGlass
Completed: Oct 2011
MAJOR PROJECTS
- Above $350K
- Clients: Health Department, HPD, HFD, HPL, Solid Waste, HEC, etc.

ONGOING PROJECTS

PWE - Traffic & Transportation Facility Replacement
$10.4 M
Client: PWE
Architect: Kirksey
Contractor: Pepper-Lawson, LLC
Completed: May 2014

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**ONGOING PROJECTS**

**Fire Station 84**

- $7.76 M
- Client: HFD
- Contractor: J.E Dunn
- Completed: Dec. 2014

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General Services Department

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MAJOR PROJECTS

- Above $350K
- Clients: Health Department, HPD, HFD, HPL, Solid Waste, HEC, etc.

ONGOING PROJECTS

Fire Station 84
$7.76 M
Client: HFD
Contractor: J.E Dunn
Completed: Dec. 2014

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Major Projects Division Manager

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(832) 393-8024
MINOR PROJECTS

- Under $350K
- In-House Design Team,
  Job Order Contracts Team, and Task
  Order Contracts Team.

General Services Department

James Reddington
Minor Projects Division Manager

James.Reddington@houstontx.gov
(832) 393-8001

ONGOING PROJECTS

4200 Leeland
Break room upgrade
$22K
Client: Public Works
Contractor: Prime Time Resources
Completed: Jun 2013

1002 Washington
(3rd Floor)
Lobby Expansion
$9K
Client: Public Works
Contractor: P2MG
Completed: Jun 2013

HPD Museum
$300K
Client: HPD
Architect: Brave
Contractor: Jamail & Smith
Completed: Apr 2010
CONSTRUCTION QA/QC
- Oversees active construction sites.
- Managing Facilities Condition Assessments.
- Liaison to building operations team.

Morgan Porter
Construction QA/QC Division Manager
Morgan.Porter@houstontx.gov
(832) 393-8078

RESPONSIBILITIES

Inspection Services
Third party consultants will provide quality assurance and quality control checks.

Facilities Condition Assessments
Team will work to complete the projects on the FCA needs list.

Property Management Liaison
Team will work with the Property Management Division from inception to completion.
PARKS PROJECTS
- Works on HPARD projects
- Manages both landscape and building projects

Lisa Johnson
Parks Division Manager
Lisa.Johnson@houstontx.gov
(832) 393-8081

RECENT PROJECTS

Lake Houston Wilderness Park
$5M
Client: HPARD
Architect: SWA Group
Contractor: Gonzalez Group
Completed: May 2012

Sagemont Community Center & Park
$3M
Client: HPARD
Architect: PDG/ M2L
Contractor: M2L
Completed: Jun 2012

Briarmeadow Neighborhood Development
$1M
Client: HPARD
Architect: M2L Assocs.
Contractor: Times Construction Inc.
Completed: Mar 2013
PARKS PROJECTS
- Works on HPARD projects
- Manages both landscape and building projects

General Services Department

Lisa Johnson
Parks Division Manager
Lisa.Johnson@houstontx.gov
(832) 393-8081

ONGOING PROJECTS
Bethel Church
$4.67M
Client: HPARD
Architect: White Oak Studios / PGAL
Contractor: J.E Dunn
Completed: Nov. 2013
PARKS PROJECTS
- Works on HPARD projects
- Manages both landscape and building projects

General Services Department

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Parks Division Manager
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ONGOING PROJECTS

Bethel Church
$4.67M
Client: HPARD
Architect: White Oak Studios / PGAL
Contractor: J.E Dunn
Completed: Nov. 2013
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ONGOING PROJECTS

Bethel Church
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Client: HPARD
Architect: White Oak Studios / PGAL
Contractor: J.E Dunn
Completed: Nov. 2013
**Small/Minority/Women Business Enterprise Programs**

The City sets participation goals to provide opportunities for all businesses. The project will include a typical goal of 24% (S/M/WBE) participation.

**Pay or Play**

Requires contractors to offer their employees a minimum level of health benefits. The E.O. 1-7 applies on all the service/labor contracts valued $100,000 or above and $200,000 and above for sub-contractors.

**Houston First**

Consideration will be given to firms who are registered with the City either as a City Business Enterprise or Local Business Enterprise.

**LEED**

If a building is above 10,000 sqft, it is required to achieve LEED certification.
MAJOR PROJECTS SELECTION PROCESS

Where do I look?
All city projects are publicly advertised both in the paper and on the website (http://www.houstontx.gov/generalservices). By actively checking these two locations, your firm can stay ahead of the game.

CIP Preliminary Planning
GSD works with client to choose site, develop program, and write scope. GSD Environmental contracts out an assessment.

Architect RFQ & Design
GSD writes and publicly releases a Request for Qualifications for Architects. Firms are short listed and interviewed. The Architect then designs and creates a set of bidable Construction Docs.

Advertising & Bidding
GSD advertises and bids the contract documents at a chosen delivery method (SOQ).
- Design-build
- CMAR
- Competitive Seal Proposal
- Low Bid

Construction
GSD, the architect, and the contractor work together to complete the project, and turn it over to the client.
GSD reviews SF-330 Forms on file.

Three (3) to Five (5) consultants are short-listed and interviewed.

Selection Committee reviews candidates’ qualifications & experience, and ranks each firm based on a scoring matrix.

Department Director authorizes Request to Negotiate (RTN) with the selected consultant.

If negotiations with consultant are successful, the assigned Project Manager proceeds with preparation of a contract, and present it to City council for approval.
**Architect / Engineer Selection Process**

*Formal Guidelines*

- **Advertise** Request for Qualifications (RFQ) and post for two (2) consecutive weeks on the City’s Website.
- **Pre-Submittal Meeting:** Opportunity for all interested parties to discuss the selection process prior to submittal due date of RFQ.
- **Submittal date:** Statement of Qualifications (SOQ’s) submitted to the City’s Secretary Office on or prior to the submittal date as stated in the RFQ.
- **Evaluation** of SOQ’s: Short-listed Respondents notified and interviewed. Final scores determine the selected Firm, and negotiations with selected consultant begin.
- If negotiations with consultant are successful, the assigned Project Manager proceeds with preparation of a contract, and present it to City Council for approval.
WHAT'S COMING?

PPP Justice Complex
Health Headquarters
Southwest Police Station
Relocation of HPD Vehicle Compound
FCA, Priorities 1 and 2
Judson Robinson Sr. Park Comm. Center
Holcombe Lab Chiller Generator
Mobile Vehicle Inspection Area

Informal RFQs
Landscape Task Order Contracts (3 Landscape Architects)
Architecture Task Order Contracts
MEP
Structural / Civil
Roofing
## TOP TIPS

<table>
<thead>
<tr>
<th>...for professional services</th>
<th>...for construction services</th>
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<tr>
<td><strong>Follow Instructions</strong></td>
<td><strong>Register</strong></td>
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<tr>
<td>RFQ Instructions are specific</td>
<td>Be Bondable / Insurable</td>
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<tr>
<td><strong>Quality Design</strong></td>
<td><strong>Be Best Value</strong></td>
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<tr>
<td>Know the Community</td>
<td>More than price</td>
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<tr>
<td><strong>Interview</strong></td>
<td><strong>Experience</strong></td>
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<tr>
<td>Know your audience</td>
<td>Qualifications and Quality of Work</td>
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<tr>
<td><strong>Bring your A-Team</strong></td>
<td><strong>Follow Rules</strong></td>
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<td>Interview and RFQ your best</td>
<td>HUD, OBO, and POP</td>
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<tr>
<td><strong>Do what you do.</strong></td>
<td><strong>Expertise</strong></td>
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<td>Stick to what you do best, and do it</td>
<td>Have expertise in-house to do business</td>
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<td><strong>Collaborate</strong></td>
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<tr>
<td>Join other firms to increase your chances</td>
<td>With General Contractors to be a Sub</td>
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Helpful Links:
http://www.houstontx.gov/cip/14cipproposed/index.html
http://www.houstontx.gov/generalservices

THANK YOU
Any Questions? Comments? Compliments?

Richard Vella
Chief of Design & Construction
Richard.vella@houstontx.gov
(832) 393-8065