



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 11/28/2023

ALL

Item Creation Date: 8/15/2023

H32950- Professional membership and public relations services (Bay Area Houston Economic Partnership) - ORDINANCE

Agenda Item#: 28.

### **Summary:**

#### **NOT A REAL CAPTION**

ORDINANCE approving and authorizing Professional Services Contract between City of Houston and **BAY AREA HOUSTON ECONOMIC PARTNERSHIP** for Houston Airport System; providing a maximum contract amount - 3 Years - \$420,000.00 - Enterprise Fund

### **Background:**

Professional Services for S97-H32950 – Approve an ordinance authorizing an agreement between the City of Houston and the Bay Area Houston Economic Partnership in the maximum contract amount not to exceed \$420,000.00 for professional membership and public relations services for the Houston Airport System (HAS).

### **Specific Explanation:**

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a three-year contract between the City of Houston and the Bay Area Houston Economic Partnership in the maximum contract amount not to exceed \$420,000.00 for professional membership and public relation services for the Houston Airport System.

The Bay Area Houston Economic Partnership (BAHEP), located in the Clear Lake area, is a non-profit organization founded in 1983 with the goal of expanding and diversifying the local economy. With over 260 business members, BAHEP has extensive knowledge of trends and upcoming projects and a comprehensive approach to development.

The scope of work requires the Contractor to utilize its expertise through its Aerospace Advisory Committee, Ellington Field Task Force, International Business Development Committee, and Political Protocol Committee to undertake specific tasks dedicated to developing new commercial activities at Ellington Airport (EFD) and Houston Spaceport. Among other activities, BAHEP will identify new airport and spaceport tenants and promote HAS properties for development; perform marketing activities to identify leads for HAS to recruit new or expanding businesses; use social media platforms to communicate information about HAS, EFD, and the Spaceport; and publish articles about HAS. BAHEP will also engage in advocacy at the federal and state levels regarding aviation issues. Additional tasks will be performed pursuant to letters of authorization issued by HAS. Full membership will be provided to HAS in BAHEP, including committee participation and the benefits resulting from BAHEP's public relations initiatives.

This recommendation is made pursuant to subsection 252.022(a)(74) of the Texas Local Government Code, which provides that expenditures for professional services are exempt from the competitive procurement requirements.

### **MWBE Participation:**

Zero-percentage goal document approved by the Office of Business Opportunity.

### **Pay or Play:**

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City Policy.

### **Hire Houston First:**

This Procurement is exempt from the City's 'Hire Houston First Ordinance' (HHF) Ordinance that promotes economic opportunity for Houston businesses and supports job creation. Bids/Proposals were not solicited because the city is utilizing a sole source contractor for this purchase.

### **Fiscal Note:**

Funding for this item is included in the FY2024 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

11/15/2023

DocuSigned by:  
  
6121834A077C41A

Jedediah Greenfield

Department Approval Authority

Chief Procurement Officer  
Finance/Strategic Procurement Division

<b>Estimated Spending Authority</b>			
<b>Department</b>	<b>FY2024</b>	<b>Out-Years</b>	<b>Award Amount</b>
Houston Airport System	\$105,000.00	\$315,000.00	\$420,000.00

**Amount and Source of Funding:**

**\$420,000.00**  
HAS-Revenue  
Fund No.: 8001

**Contact Information:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
Certification of Funds	Backup Material
AM Best Rating	Backup Material
0% MWBE Goal	Backup Material
Drug Forms	Backup Material
Ownership Information Forms	Backup Material
POP Forms	Backup Material
Professional Services Justification	Backup Material
Secretary of State Registration	Backup Material
H32950 BAHEP Contract	Contract/Exhibit
RCA Funding Request	Financial Information