

March 17, 2017

NOTICE OF MEETING
OF THE
PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on March 21, 2017. The Port Commission will meet at 9:00 a.m., or thereafter, at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029, with the Executive Session convening following the adjournment of the Public Session and the Public Session reconvening following the adjournment of the Executive Session, to consider any items from the Executive Session that may require action and conduct any further business.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS



ASSISTANT SECRETARY



Tuesday, March 21, 2017
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

9:00 a.m.
111 East Loop North
Houston, TX 77029
Fourth Floor Boardroom

A. CALL TO ORDER

B. CHAIRMAN'S REMARKS

1. Governance, legislative, policy, and operational matters

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - January 31, 2017

D. PORT COMMISSION COMMITTEE UPDATES

1. Audit Committee Meeting - March 7, 2017
2. Pension and Benefits Committee Meeting - March 7, 2017

E. APPEARANCES

1. Public Comment

F. STAFF REPORTS

1. Summary of selected financial and operational matters - Roger Guenther, Executive Director

G. EXECUTIVE

Awards, Amendments & Change Orders

1. Amend the professional services contract with Greenberg Traurig, LLP for state and federal governmental policy consulting and support, in an additional amount of \$70,000.

General

2. Amend the Environmental Policy.
3. Authorize an interlocal agreement with the Houston-Galveston Area Council to support an analysis of vehicle activity data to improve regional freight mobility and air quality planning in and around the Port of Houston, in an amount not to exceed \$25,000.

H. COMMERCIAL

Leases

1. Approve a lease rate increase of 3% for applicable Port Authority month-to-month leases, effective May 1, 2017.
2. Approve the following agreements with Empire Stevedoring (Houston), Inc. to occur concurrently, but no earlier than April 1, 2017: (a) a lease of approximately 5.53 acres out of Block 3 of the Southside Wharves at an annual base rent of \$194,118, with 3% annual escalation, (b) a freight handling assignment agreement, and (c) a stevedore license for a five-year term.
3. Approve an amendment to the lease with the Houston International Seafarers' Center, Inc., effective February 28, 2017, extending the lease construction period for an additional 60 days and modifying the commencement of the relocation and operations period accordingly.
4. Approve an amendment effective July 1, 2017, extending the term of the office lease with the Port of Houston Credit Union of approximately 926 net rentable square feet in the Executive Office Building for an additional one year, at an annual rent of \$10.
5. Approve an amendment effective June 1, 2017, extending the term of the office lease with Ports America Texas, Inc. of approximately 1,216 net rentable square feet of office space in the Barbours Cut Administration Building for an additional three years, at an annual rent of \$27,372 subject to annual increase of 3% for its lease.
6. Approve an amendment to extend the term of the Clinton Disposal Site grazing lease with Nancy Barnes and Robert Shane Barnes, for three years, effective April 1, 2017, and reduce the leased acreage from approximately 84 acres to approximately 80 acres, at an annual base rent of \$1,200.
7. Approve cancellation of the grazing lease with Calvin Hearne for approximately 40.88 acres near the Bulk Materials Handling Plant effective no earlier than April 30, 2017.

I. FINANCE

Authority to Obtain Bids, Proposals, or Qualifications

1. Authorize advertisement and receipt of responses for five formal procurements.
 - (a) Request for competitive sealed bids for mowing services and landscape maintenance at Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal
 - (b) Request for competitive sealed bids for purchase of paper products at Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal
 - (c) Request for competitive sealed proposals for railroad repairs based on labor and equipment rates for Turning Basin Terminal
 - (d) Request for proposals for maintenance and support services for the terminal operating systems, applications, and hardware at Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal

- (e) Request for proposals for software capabilities assessment of our current Computerized Maintenance Management System needs and our future Enterprise Asset Management needs

General

- 2. Authorize funding for the Port Authority's self-insurance loss fund account for insurance year 2017- 2018, and authorize its third-party claims administrator to pay claims from such account in accordance with the Amended Insurance Program and Indemnification Policy in an amount not to exceed \$1,750,000.
- 3. Approve Vanguard for management of large cap core equity assets for the Port of Houston Authority Restated Retirement Plan (Pension Plan) and the irrevocable trust established for other post-employment benefits (OPEB Trust).

J. HEALTH, SAFETY, SECURITY & EMERGENCY MANAGEMENT

- 1. No items.

K. INFRASTRUCTURE

Reject & Other Actions

- 1. Reject all proposals for Woodhouse Terminal water and sewer line replacement.

Awards, Amendments & Change Orders

- 2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$4,025,000 for the design of the rehabilitation of Wharf 3 at Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, Brown and Gay Engineers, Inc.; second, CH2M; and third, AECOM Technical Services.
- 3. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$2,363,968 for the design of Container Yard 7 at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, RPS Klotz Associates; second, BGE, Inc.; and third, Lockwood, Andrews, & Newnam, Inc.

General

- 4. Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for placement of dredged material by a Non-Federal Interest into a federal dredged material placement area, pursuant to Section 217(b) of the Water Resources Development Act of 1996.
- 5. Enter into dredge material placement agreements with ExxonMobil for disposal of an estimated 175,000 cubic yards of dredged material at Alexander Island Placement area, to collect Port Authority and federal tipping fees, and disburse federal fees collected to the U.S. Army Corps of Engineers for subsequent use for operation and maintenance of the designated placement area.
- 6. Enter into a Gratuitous Services Agreement with the United States Coast Guard (USCG) to construct, at no cost to the USCG, a navigational aid structure marking the Bayport Ship Channel, and after construction to transfer the structure to the USCG for operation and maintenance.

Permits/Licenses/Pipeline Easements

7. Issue a transmission/distribution line license to CenterPoint Energy Houston Electric, LLC for one 138-kV transmission line over and across Southside Mainline railroad right-of-way in Houston.
8. Issue a transmission/distribution line license to CenterPoint Energy Houston Electric, LLC for one 138-kV transmission line over and across Southside Mainline railroad right-of-way in Houston.
9. Approve the renewal of expiring Port Authority licenses for new ten-year terms: Houston Ammonia Terminal, LP, HSC Pipeline Partnership, LLC, Rohm and Haas Texas Incorporated, Chevron Phillips Chemical Company LP, and Equistar Chemicals LP.
10. Issue a marine construction permit to HFOTCO LLC to construct Ship Dock 5 adjacent to Jacintoport Channel in Houston.
11. Issue a marine construction permit to Magellan Terminals Holdings, L.P. to construct a marine terminal facility adjacent to the Houston Ship Channel in Pasadena.
12. Issue a marine construction permit to CGBM Global, Inc. to stabilize the shoreline, install pilings and a spud barge, and dredge to a depth of 4 feet Mean Lower Low Water adjacent to Old River in Channelview.
13. Issue a pipeline license to INEOS Americas LLC for one 10-inch water line under and across Southside Mainline railroad right-of-way in Pasadena.
14. Amend a pipeline license for KM Liquids Terminals LLC to add one 8-inch Methyl tert-butyl ether pipeline and one 6-inch wastewater pipeline within an existing pipe rack across Panther Creek in Houston.
15. Amend a marine construction permit to Intercontinental Terminals Company to modify an existing marine terminal facility adjacent to the Houston Ship Channel in Pasadena.

L. OPERATIONS

Awards, Amendments & Change Orders

1. Award a two-year contract to Northstar Industries for the repair of motors, generators, and alternators for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$1,000,000.
2. Award a two-year contract to Aabbott-Michelli Technologies for purchase of parts and repair services for truck scales at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$150,000.
3. Award a two-year contract to purchase tires for RTG cranes and terminal equipment at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$1,227,991 to T&W Tire, LLC, and a two-year contract to Beasley Tire Service - Houston, Inc. for inter-modal tractor tires in an amount not to exceed \$145,000.
4. Award a two-year contract to Rush Truck Centers of Texas, LP dba Rush Truck Center Houston for purchase of Cummins diesel engine parts and related service for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$800,000.

5. Award a two-year contract to Parkway-Kew Corporation for repair services for festoon rollers on wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$300,000.
6. Award an annual contract to Maxim Crane Works for crane rental services for maintenance of equipment and facilities at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$150,000.
7. Award a contract to Netsync Network Solutions to provide network and computer hardware to support the container terminal truck lanes and Gate Operating System, using the Department of Information Resources Cooperative Purchasing Program, in an amount not to exceed \$675,000.
8. Award a contract to Triumph Cabling Systems LLC for service of network cabling installation, using the Department of Information Resources Cooperative Purchasing Program, in an amount not to exceed \$100,000.
9. Approve a change order to Shanghai Zhenhua Heavy Industries Co., Ltd (ZPMC) for installation of hardware and software on one dockside electric container crane for Wharf 2 at Bayport Container Terminal in an amount not to exceed \$460,000.
10. Amend the professional services agreement with CB&I Government Solutions, Inc. dba CB&I GBB International, LLC to perform additional inspection services for construction of three dockside electric container cranes for Wharf 2 at Barbours Cut Terminal in an amount not to exceed \$123,200.

M. PEOPLE

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a services contract in an amount not to exceed \$326,588, for regular cleaning services for two years beginning April 1, 2017, for the Executive Office Building, Port Coordination Center, Sam Houston Pavilion, and ten Gatehouses to the top-ranked proposer: staff ranking - first, GMW Quality Cleaning Solutions, DBA Hospitality Cleaning Solutions, LLC; and second, Metroclean Commercial Building Services.
2. Issue a purchase order and enter into a one-year agreement with SumTotal Systems, LLC, the sole source provider for an automated Learning Management System and Talent Suite, to include an Applicant Tracking system and Performance Management system, in an amount not to exceed \$87,800.

N. TECHNOLOGY

Awards, Amendments & Change Orders

1. Award a contract to SHI Warranty Services for hardware and software support, using BuyBoard National Purchasing Cooperative Program, in an amount not to exceed \$70,000.
2. Award a contract to SHI Government Solutions to provide VMware annual software licensing and software support to the current Port Authority's IT infrastructure, using the Department of Information Resources Cooperative Purchasing Program, in an amount not to exceed \$120,000.

O. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultation regarding Foreign Trade Zone No. 84
2. Real Estate (Section 551.072, Texas Open Meetings Act), including deliberation regarding Turning Basin Terminal properties
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act), including deliberations regarding public employees
5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
6. Adjourn Executive Session

P. RECONVENE OPEN MEETING

1. Announce any items from Executive Session requiring Port Commission action

Q. ADJOURN MEETING

1. Next Meeting Requested - April 25, 2017
2. Adjourn Port Commission Meeting