

January 25, 2018

**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 January 30, 2018. 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

  
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ASSISTANT SECRETARY



**Tuesday, January 30, 2018**  
**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**

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**B. CHAIRMAN'S REMARKS**

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1. Governance, legislative, policy, and operational matters

**C. APPROVAL OF MINUTES**

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1. Port Commission Public Meeting - December 12, 2017

**D. PORT COMMISSION COMMITTEE UPDATES**

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1. Audit Committee Meeting - January 24, 2018
2. Pension and Benefits Committee Meeting - January 24, 2018

**E. APPEARANCES**

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1. Former Polk County Judge John Thompson - Alliance for I-69 Texas
2. Public Comment

**F. STAFF REPORTS**

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

**G. EXECUTIVE**

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***Awards, Amendments & Change Orders***

1. Enter into a service agreement with the Greater Houston Port Bureau, Inc. to (i) provide vessel traffic movement data (real time and historical) for a one-year period in an amount not to exceed \$80,000, and (ii) subscribe to Harborlights for twenty-five users in an amount not to exceed \$10,000, for a total of \$90,000.
2. Renew a professional membership to the Alliance for I-69 Texas and payment of dues for a period of one year in an amount not to exceed \$57,500.

***General***

3. Approve and adopt the proposed Internal Audit 2018 Annual Audit Plan.

4. Appoint Erik Eriksson as Secretary of the Port Commission.

## **H. COMMERCIAL**

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### ***Awards, Amendments & Change Orders***

1. Enter into a two-year professional services contract with A. Gamez Consulting, Inc. for trade development activities on behalf of the Port Authority in Central and South America (except Brazil) in an amount not to exceed \$256,408.
2. Enter into a two-year professional services contract with Portal Commerce & Logistics, LLC, effective March 8, 2018 for trade development activities on behalf of the Port Authority in Brazil in an amount not to exceed \$232,677.

### ***Leases***

3. Authorize a 8.9219 acre subdivision re-plat to be issued by the City of Houston, waiving its requirement to extend or terminate with cul-de-sacs Avenue P, Avenue Q, Avenue S, J W Peavy Drive, and Waco Street for property leased by Jacob Sterns & Sons, Inc. and located in the Southside Turning Basin.
4. Approve an amendment to the lease with SESCO Cement Corp. (Sesco) at the Turning Basin to add an additional 0.66 of an acre, and authorize an approximate 14.71 acre subdivision re-plat to be issued by the City of Houston, for development by SESCO of the leased tract for a cement and cargo import facility.
5. Approve a third amendment to the lease with Kinder Morgan Petcoke, LP, reducing the leased premises by 5.84 acres for a total of 23.18 acres, effective no earlier than February 1, 2018, for a total annual rental of \$462,336 subject to a 3% annual increase.
6. Approve a second amendment to the lease with Contanda Wah Chang Terminal LLC, increasing the leased premises by 5.84 acres for a total of 353.02 acres, effective no earlier than February 1, 2018, at an annual rental once operational of \$105,120, subject to feasibility, development, and operations leased rates as provided in the lease.
7. Ratify a month-to-month lease with Schroder Marine Services, Inc. for approximately 2.61 acres out of Block 23A at Industrial Park East at an annual rental amount of \$101,527.
8. Approve a one-year lease with Houston Refining, L.P. for approximately 24.7 acres at Rosa Allen effective no earlier than February 1, 2018, at an annual rental of \$936,328.
9. Approve a third amendment to the lease with Ridge POH I, LLC to extend the current feasibility period to August 12, 2018, with rent payable during this period pursuant to the rate and rate escalations stipulated in the Lease Agreement.

## **I. FINANCE**

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### ***Authority to Obtain Bids, Proposals, or Qualifications***

1. Authorize advertisement and receipt of responses for eleven formal procurements.
  - (a) Request for competitive sealed bids for purchase of new and repaired printed circuit boards for wharf and RTG cranes at Barbour's Cut Terminal and Bayport Container Terminal

- (b) Request for competitive sealed bids for a service contract for emergency electrical support for substations and switchgears at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
- (c) Request for competitive sealed proposals to construct Container Yard 7 at Bayport Container Terminal
- (d) Request for competitive sealed proposals for the rehabilitation of Wharf 3 at Barbours Cut Terminal
- (e) Request for competitive sealed proposals for the renovation of the Executive Office Building
- (f) Request for proposals to secure the professional service contract of vendor or vendors to provide the distribution of press releases and media monitoring services
- (g) Request for proposals for purchase of up to four dockside electric container cranes for Wharf 3 at Barbours Cut Terminal
- (h) Request for qualifications to perform construction material testing services during the construction of Container Yard 7 at Bayport Container Terminal
- (i) Request for qualifications to perform construction material testing services during the rehabilitation of Wharf 3 at Barbours Cut Terminal
- (j) Request for qualifications for the design for the rehabilitation and repair of Manchester Wharf 2 at Turning Basin Terminal
- (k) Request for qualifications for wharf load analysis of eleven wharves at Turning Basin Terminal

***Awards, Amendments & Change Orders***

2. Approve the purchase of insurance from various carriers effective March 1, 2018, for the Port Authority's primary and excess property and casualty insurance coverage needs, in a total amount not to exceed \$3,200,000.

3. Authorize funding of \$1,750,000 for the Port Authority's self-insurance loss fund account for the insurance fiscal year 2018-2019 and authorize its third-party claims administrator to pay claims from such account in accordance with the Amended Insurance Program and Indemnification Policy dated February 2015.

***General***

4. Approve the audited financial statements for the Port of Houston Authority Restated Retirement Plan for the fiscal year ended July 31, 2017.

**1. HEALTH, SAFETY, SECURITY & EMERGENCY MANAGEMENT**

1. No items.

## **K. INFRASTRUCTURE**

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### ***Awards, Amendments & Change Orders***

1. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$594,990 for the annual fender system maintenance at Barbours Cut and Bayport Container Terminals for 2018 to the top-ranked proposer: staff ranking – first, Bryant Industrial Services, LLC; and second, Alpha Mar Group.
2. Award a construction contract to MB Western Industrial Contracting Company for Wharf 27 collision repair at Turning Basin Terminal for Damage Claim 1097 in an amount not to exceed \$603,464.
3. Award a construction contract to R. B. Hash & Associates, Inc. for the rehabilitation and repair of Wharf 1 at Turning Basin Terminal in an amount not to exceed \$443,315.
4. Award a construction contract to WadeCon, LLC, for the repair of storm water trench drains at Bayport Container Terminal in an amount not to exceed \$342,000.
5. Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to design the rail spur at Bayport Container Terminal in an amount not to exceed \$72,222.
6. Approve a change order to McCarthy Building Companies Inc. to perform additional work associated with construction of the East End and Container Yard 1 at Barbours Cut Terminal in an amount not to exceed \$67,474.

### ***General***

7. 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 dredge material placement area, pursuant to Section 217(b) of the Water Resources Development Act of 1996.

### ***Permits/Licenses/Pipeline Easements***

8. Approve the renewal of expiring Port Authority licenses for new ten-year terms: Kinder Morgan Tejas Pipeline Company LLC, Equistar Chemicals, LP, HSC Pipeline Partnership, LLC, and Flint Hills Resources Houston Chemical, LLC.
9. Assign a pipeline license from INEOS USA LLC to INEOS Chocolate Bayou Pipeline LLC for one 16-inch liquid hydrocarbons pipeline under the Port Authority's Bulk Material Handling Plant property, Wah Chang property, Carpenters Bayou, San Jacinto River, and Cedar Bayou in Harris County.
10. Assign and renew a pipeline license from INEOS USA LLC to INEOS Chocolate Bayou Pipeline LLC for one 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte.
11. Issue a pipeline license to MVP Terminalling LLC for one 16-inch crude oil pipeline under and across the Houston Ship Channel in Houston.
12. Issue a pipeline license to Magellan Pipeline Company, L.P. for one 20-inch crude oil pipeline under and across the Houston Ship Channel in Houston.

13. Issue a distribution/transmission line license to AT&T for one fiber optic line under and across Industrial Park East in Houston.

14. Issue a marine construction permit to Holtmar Land, LLC to remove approximately 49,990 cubic yards of dredged material, 475 cubic yards of riprap, and excavate 42,690 cubic yards of upland material adjacent to the San Jacinto River in Channelview.

15. Amend a marine construction permit to ELG Metals, Inc. to construct a barge dock and retaining wall, excavate 4,700 cubic yards of upland material, and place 100 cubic yards of riprap adjacent to Buffalo Bayou in Houston.

16. Amend a pipeline license to HFOTCO LLC dba Houston Fuel Oil Terminal Company to increase the pipeline diameter from 24-inch to 36-inch at three Carpenters Bayou locations.

## **L. OPERATIONS**

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### ***Awards, Amendments & Change Orders***

1. Award a three-year contract to Bubenzer Bremsen America, LLC dba Pintsch Bubenzer USA, the sole source provider, for purchase of spare and replacement Pintsch Bubenzer brake parts for wharf and RTG cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$1,200,000.

2. Award a two-year contract to Yard Mule Specialists, Inc., the sole source provider, for purchase of spare and replacement Capacity brand parts for yard tractors at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$250,000.

3. Amend the professional services agreement with APTIM Port Services, LLC to perform additional inspection services for construction of three dockside electric container cranes for Wharf 2 at Bayport Container Terminal in an amount not to exceed \$232,000.

### ***General***

4. Enter into a Marine Terminal Services Agreement with Hapag Lloyd AG.

## **M. PEOPLE**

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### ***Awards, Amendments & Change Orders***

1. Award a contract to Lockton Companies, LLC for employee benefits consulting services for an initial period of three years, renewable for one successive two-year period at the option of the Port Authority, at a cost of \$115,000 per year for the first three years and in an amount not to exceed \$345,000.

## **N. TECHNOLOGY**

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### ***Awards, Amendments & Change Orders***

1. Award a purchase order to HP Inc. for the replacement of tablet devices used by Barbours Cut Terminal and Bayport Container Terminal Operations, using a State of Texas Department of Information Resources Cooperative Purchase program, in an amount not to exceed \$250,000.

**O. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION**

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) the Texas Open Meetings Act; (ii) Blanchard Contractors, Inc. v. Port of Houston Authority and Forde Construction Company, Inc., In the 157th District Court of Harris County, Texas; and (iii) proposed agreement for legal services with Ahmad, Zavitsanos, Anaipakos, Alavi & Mensing P.C.
2. Real Estate (Section 551.072, Texas Open Meetings Act)
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 - March 27, 2018
2. Adjourn Port Commission Meeting