

October 23, 2020

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 Tuesday, October 27, 2020. Pursuant to Governor Abbott's action of March 16, 2020 to allow virtual and telephonic open meetings to maintain government transparency, the Port Commission will meet at 9:15 a.m. via Webex webinar, which can be accessed as provided on the following page.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Formal Public Meeting Notifications.

1. This virtual meeting is permitted by Governor Abbott's order suspending certain provisions of the Texas Open Meetings Act to minimize the impact of the coronavirus outbreak.
2. In accordance with the Port Commission's usual practice:
 - a. Members of the public may speak during the posted public comment section.
 - Please register to speak no later than an hour before the meeting by emailing to Liana Christian lchristian@porthouston.com or Erik Eriksson eriksson@porthouston.com
 - Please provide name and the organization the speaker represents, if applicable.
 - Comments are limited to three minutes.
 - b. An audio recording of the meeting is being made, as also required by the governor's order, and will be available to the public, as will written minutes after Port Commission approval.



Please note the following to help the meeting run smoothly:

- The meeting will begin at **9:15 a.m.**
- **Please dial in via phone for the audio portion** and use your attendee number to merge your phone and computer presence.
- **All participants will be muted upon entry.** Please stay muted unless speaking.
- **Please turn off your video** to help the call run more smoothly.

The **Audit Committee** will begin once the Port Commission meeting has adjourned. The **Compensation Committee** meeting will follow the Audit Committee meeting.

Meeting number (access code): 146 241 6757

Meeting password: YMbEPxCm627

Tap to join from a mobile device (attendees only)

[+1-720-650-7664](tel:+1-720-650-7664),[1462416757##](tel:+1-469-210-7159) United States Toll (Denver)

[+1-469-210-7159](tel:+1-469-210-7159),[1462416757##](tel:+1-469-210-7159) United States Toll (Dallas)

Join by phone

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You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

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Tuesday, October 27, 2020
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

9:15 a.m.
111 East Loop North
Houston, TX 77029

A. CALL TO ORDER

B. CHAIRMAN'S REMARKS

1. Governance, legislative, policy, and operational matters

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - September 29, 2020

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Public Comment

F. EXECUTIVE

1. No items.

G. COMMERCIAL

Leases

1. Approve a second amendment to the Lease Agreement with Cooper/Ports America, LLC for approximately 1,418 net rentable square feet of office space at the Barbours Cut Terminal C-6 Waterside Building, to extend the lease for an additional four-year term, effective no earlier than January 1, 2021, at an annual rent of \$35,901.72 subject to annual base rent escalation of 3%.
2. Authorize the extended term of a month-to-month lease with Container Maintenance of Houston, LLC for approximately 1.17 acres out of the Bayport Container Terminal effective no earlier than January 1, 2021 with a 3% annual increase on the existing month-to-month premium rate, for an annual rent of \$114,886.
3. Approve (i) a first lien in favor of Community Bank of Texas, N.A. on the leasehold interest of Dixie Cullen Interests, Inc., tenant of 10.42-acres premises located at 9100 Mississippi St. and 1100 Teal St. and a second lien in favor of Community Bank of Texas, N.A. to be assigned to Capital Certified Development Corporation on such leasehold estate and (ii) pre-approval of the both lender(s) as successor tenant(s) in the event of foreclosure.

4. Approve a waiver of the 10% premium increase for month-to-month leases effective January 1, 2020 for month-to-month leases negotiated with certain new tenants between November 1, 2020 and March 31, 2021.

H. FINANCE

Awards, Amendments & Change Orders

1. Approve the change of control of two investment management agreements with Barrow, Hanley, Mewhinney & Strauss, LLC, relating to management of small capitalization value assets of the Pension Plan and OPEB Plan.

General

2. Authorize the reduction of the investment rate of return assumption for the Restated Retirement Plan and the other post-employment benefits (OPEB) plan from 6.50% to 6.25%.

I. INFRASTRUCTURE

Awards, Amendments & Change Orders

1. Award a construction contract to Four Seasons Development Company for annual perimeter security fence replacement at Turning Basin Terminal in an amount not to exceed \$150,000.

2. Amend the professional services contract with Wiss, Janney, Elstner Associates, Inc. for engineering services associated with the Port Authority Facility Inspection and Condition Assessment Program for corrosion on marine assets portwide in an amount not to exceed \$300,000.

3. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the rehabilitation of Wharves 4 and 5 at Bayport Container Terminal in an amount not to exceed \$84,614.

4. Approve a change order with Archer Western Construction, LLC to perform additional work associated with the expansion of gate facilities at Barbours Cut Terminal in an amount not to exceed \$63,224.

5. Approve a change order with Forde Construction Company, Inc. to perform additional work associated with the rehabilitation and repair of Wharf 9 at Turning Basin Terminal in an amount not to exceed \$209,009.

Project 11

6. Amend the professional engineering and auditing services contract supporting the Houston Ship Channel Expansion Channel Improvement Project with Atkins North America, Inc. to add an amount not to exceed \$596,600.

7. Enter into a reimbursement agreement for design and permitting with Southtex 66 Pipeline Company, Ltd related to segment 4 of the Houston Ship Channel Expansion Channel Improvement Project at a cost not to exceed \$2,000,000, for which the Port Authority would be responsible for one half the cost, for a total amount not to exceed \$1,000,000.

Permits/Licenses/Pipeline Easements

8. Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: Air Liquide Large Industries U.S. LP, Houston Pipe Line Company LP, and Monument Chemical Houston, LLC.
9. Issue a pipeline license to Odfjell Terminals (Houston) Inc. for one 4-inch acrylonitrile pipeline, one 4-inch butylacrylate pipeline, and one 2-inch fiber optic under and across the southwest corner of the Bayport Container Terminal.
10. Transfer two and renew one of the pipeline licenses from Cowboy Pipeline Service Company to Equistar Chemicals, LP for crossing the Houston Ship Channel and the Port Terminal Railroad Association Northside Mainline Railroad right-of-way.
11. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line over and across the Port Authority's Port Terminal Railroad Association Southside Mainline Railroad right-of-way
12. Issue a transmission line license to Southwestern Bell Telephone Company for one fiber optic cable line under and along the Port Authority's Port Terminal Railroad Association Northside Mainline Railroad right-of-way.
13. Amend a marine construction permit issued to TDWP Terminals 1, LLC to reconfigure the previously authorized ship docks to accommodate an additional ship dock and barge dock, reconfigure the bulkhead totaling 5,225 linear-feet, and reduce the dredge footprint to 60 acres in Buffalo Bayou/Houston Ship Channel.

J. OPERATIONS

Awards, Amendments & Change Orders

1. Award a two-year contract to Interamerican Motor, LLC for purchase of batteries for terminal equipment at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$250,000.
2. Award an annual contract to AssetWorks, LLC, the sole source provider, for software maintenance, support, and extended hardware warranty of Fleet Focus™ M5, Enterprise Asset Management System, and Fuel Focus software, the Port of Houston Authority's Fueling and Fleet management system in an amount not to exceed \$80,000.

K. PEOPLE

Awards, Amendments & Change Orders

1. Authorize renewal of the contract with PlanSource Benefits Administration, Inc. for employee and retiree benefits and payroll integration services for an additional one-year period in an amount not to exceed \$75,000.
2. Authorize renewal of a contract with Lockton Companies, LLC for employee and retiree benefits consulting services for a two-year period, at a cost of \$115,000 per year and in a total amount not to exceed \$230,000.

L. PORT SECURITY AND EMERGENCY OPERATIONS

Awards, Amendments & Change Orders

1. Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2020-2021) contribution in an amount not to exceed \$53,625.

M. TECHNOLOGY

Awards, Amendments & Change Orders

1. Approve a purchase order to Red River Technology LLC for purchase of server and server hardware needed to utilize N4's XPS in a published app environment, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$70,000.
2. Approve a purchase order to Netsync Network Solutions for purchase of VMWare Horizon licensing needed to utilize N4's XPS in a published app environment, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$70,000.

N. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultation regarding a proposed amendment to the agreement for legal services with Boyar Miller
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Barbour's Cut Terminal and Turning Basin Terminal vicinity properties and Pelican Island property
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Officers and Employees (Section 551.074, Texas Open Meetings Act)
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

O. RECONVENE OPEN MEETING

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

P. ADJOURN MEETING

1. Next Meeting Requested - November 10, 2020 Budget Workshop
2. Adjourn Port Commission Meeting