

I N D E X

PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY
OF THE PORTS OF HARRIS COUNTY, TEXAS
February 23, 2021

<u>Minute No.</u>	<u>Event/Action</u>
	General
	Chairman Campo convened the virtual Port Commission meeting and provided opening remarks
	Minutes
2021-0223-01	Approve the minutes of the January 5, 2021 and January 26, 2021 Port Commission meetings
	Staff Reports
2021-0223-02	Roger Guenther, Executive Director, presented a summary of selected financial and operational matters
	Appearances
2021-0223-03(a)	Chairman Campo recognized Cleophus Sharp, ACTS (Achieving Community Tasks Successfully) and HPCC (Healthy Port Communities Coalition), who addressed the Port Commission
2021-0223-03(b)	Chairman Campo recognized Leticia Ablaza, Government Relations Director/Community Outreach, Air Alliance Houston, who addressed the Port Commission
2021-0223-03(c)	Chairman Campo recognized Debbie Moran, Softlight Houston, who addressed the Port Commission
2021-0223-03(d)	Chairman Campo recognized Chase Pritchard, Vice President, Industrial & Crane Services, who addressed the Port Commission
2021-0223-03(e)	Chairman Campo asked if anyone else would like to address the Port Commission; there was no response
	F. Executive (no items)

<u>Minute No.</u>	<u>Event/Action</u>
	G. Commercial
2021-0223-04	Chairman Campo recognized Mr. Heidt to provide a report of selected Commercial Division agenda items
2021-0223-05	Authorize the extended term of a month-to-month lease with Pontchartrain Partners, LLC for approximately 1-acre out of Spilman Island effective February 1, 2021 at an annual rental rate of \$25,621
2021-0223-06	Authorize an amendment to the Lease Agreement with TPC Group, LLC for approximately 6-acres out of Block 3 at Sims Bayou, to extend the lease for an additional one-year term, effective no earlier than April 1, 2021, at an annual rental rate of \$248,584
2021-0223-07	Authorize a one-year lease to Sesco Terminals Corp. for approximately 20,817 square feet out of the Wharf 1 warehouse located within Turning Basin West Terminal, effective no earlier than March 1, 2021, at an annual rental rate of \$41,634
2021-0223-08	Approval to (i) assist Sesco Cement Corp. (Sesco) and its affiliate, America's International Corp. (AIC) with a request to the City of Houston for the abandonment of a portion of Wingate St., (ii) accept a fee simple interest in approximately 0.20 acre of the Wingate Street right-of-way from the City of Houston through abandonment, (iii) amend the current Sesco lease to include the right-of-way at no additional rental cost, (iv) and grant perpetual access to the 7300 Wingate St. property located on the southside of the abandoned right-of-way
2021-0223-09	Authorize assignment of the Sesco Cement Corp. lease of approximately 20.14-acres out of the Turning Basin Terminal West area to its affiliate, Sesco Terminals Corp.
	H. Finance
2021-0223-10	Chairman Campo recognized Mr. Heidt to provide a report of selected Finance Division agenda items
2021-0223-11	Approve the purchase of insurance from various carriers effective March 1, 2021, for the Port Authority's primary and excess property and casualty insurance coverage needs
2021-0223-12	Authorize to fund the Port Authority's self-insurance loss fund account for workers' compensation and liability claims for insurance year 2021-2022 and authorize its third-party claims administrator to pay claims in accordance with the Amended Insurance Program and Indemnification Policy dated February 2018

<u>Minute No.</u>	<u>Event/Action</u>
	I. Infrastructure
2021-0223-13	Chairman Campo recognized Mr. Heidt to provide a report of selected Infrastructure Division agenda items
2021-0223-14	<p>Approve staff's ranking of vendors and award a professional services contract for the condition assessment of infrastructure along the Wharf No. 18 dredge pipe route at Turning Basin Terminal to the top-ranked proposers: staff ranking – first, Freese and Nichols, Inc.; second, Gunda Corporation; and third, AECOM</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2021-0223-15	<p>Approve staff's ranking of vendors and award an engineering and architectural services for the design of the maintenance building addition and canopy enclosure at Bayport Container Terminal to the top-ranked proposers: staff ranking – first, Martinez Architects; second, AECOM Technical Services, Inc.; and third, Johnson & Pace Incorporated</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2021-0223-16	<p>Approve staff's ranking of vendors and award a construction contract, conditional upon receipt of notice to proceed (NTP) from the Maritime Administration (MARAD), to construct Wharf No. 6 at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, McCarthy Building Companies, Inc.; second, Russell Marine, LLC; and third, Archer Western, LLC</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2021-0223-17	<p>Approve staff's ranking of vendors and award a professional services contract to perform construction material testing for the construction of Wharf No. 6 at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Aviles Engineering Corporation; second, Raba Kistner, Inc.; and third, Fugro USA</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2021-0223-18	Approve staff's ranking of vendors and award a construction contract for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal to the top-ranked proposer: staff ranking - first, McCarthy Building Companies, Inc.; second, Satterfield & Pontikes Construction, Inc.; and third, Texas Sterling Construction Company

<u>Minute No.</u>	<u>Event/Action</u>
	Port Commission adopted the staff-recommended ranking and authorized award
2021-0223-19	Approve staff's ranking of vendors and award a professional services contract to perform construction material testing for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal to the top-ranked proposers: staff ranking - first, Ninyo & Moore; second, Terracon; third, Aviles Engineering Corporation; and fourth, Raba Kistner, Inc.
	Port Commission adopted the staff-recommended ranking and authorized award
2021-0223-20	Approve staff's ranking of vendors and award a construction contract for the 2021 annual crane wharf and rubber tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Blastco Texas, Inc.; second, TMI Coating, Inc.; and third, Southern Road & Bridge, LLC
	Port Commission adopted the staff-recommended ranking and authorized award
2021-0223-21	Award a construction contract to AlphaMar Group, Inc. for the 2021 annual splash zone paintings at Turning Basin Terminal
2021-0223-22	Award a professional services contract to Lockwood, Andrews & Newnam, Inc. for construction/bid and design services for the rail spur at Bayport Container Terminal Phase 2
2021-0223-23	Amend the professional services contract with Walter P. Moore and Associates, Inc. to perform additional engineering services associated with the Sheds 30-31 roof at Turning Basin Terminal
2021-0223-24	Amend the professional services contract with Hatch Associates Consultants, Inc. to perform additional engineering services associated with the expansion of gate facilities at Barbours Cut Terminal
2021-0223-25	Approve a change order with Standard Constructors, Inc. to perform additional work associated with land development preparation south of Port Road at Bayport Container Terminal
2021-0223-26	Authorize the Port Authority to enter into a Memorandum of Understanding with the Harris County Flood Control District to collaborate on the development of a wetlands mitigation bank
2021-0223-27	Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: CenterPoint Energy Houston Electric, LLC,

<u>Minute No.</u>	<u>Event/Action</u>
	CenterPoint Energy Infrastructure Pipelines, LLC, CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations, Flint Hills Resources Chemical, LLC, and Valero Refining-Texas, LP
2021-0223-28	Issue a marine construction permit to Pelican Marine Services, LLC for the construction of a barge dock in the Houston Ship Channel
2021-0223-29	Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under the northwest side of East Barbours Cut Boulevard to the northwest side of George Altwater Boulevard at Barbours Cut Terminal
2021-0223-30	Issue a transmission line license to AT&T for one fiber optic cable line under and along the Port Authority's Port Terminal Railroad Association's Northside Mainline railroad right-of-way
2021-0223-31	Issue a pipeline license to Pasadena Refining System, Inc. for one 12-inch and one 6-inch mixed butanes pipelines and one valve site under, across, and along the Port Terminal Railroad Association's Southside Mainline railroad right-of-way
2021-0223-32	Transfer from Sunoco Pipeline L.P. to Lone Star NGL Mont Belvieu Pipelines LLC, a pipeline license for crossing the Houston Ship Channel and the Port Terminal Railroad Association's Southside Mainline railroad right-of-way
2021-0223-33	Issue a marine construction permit and to approve a private adjacency barge fleeting lease agreement with Houston Fleeting Services, LLC for approximately 30.14-acres of submerged lands in the San Jacinto River at a monthly rental amount of \$9,042 for a ten-year term

J. Operations

2021-0223-34	Chairman Campo recognized Mr. Heidt to provide a report of selected Operations Division agenda items
2021-0223-35	Approve staff's ranking of vendors and award a contract for the relocation of three wharf cranes from Bayport Container Terminal to Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, ZPMC NA East Coast Inc. dba ZPMC USA, Inc.; second, Industrial & Crane Services, Inc.; and third, Sarens USA, Inc. Port Commission adopted the staff-recommended ranking and authorized award

<u>Minute No.</u>	<u>Event/Action</u>
2021-0223-36	<p>Approve staff's ranking of vendors and award a contract for the purchase of electrical repair services for the central plant at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Pfeiffer & Sons, Ltd; second, Titan QPS; and third, Boyer, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2021-0223-37	<p>Award a two-year contract to Kemah Hardware and Lumber Wholesale, LLC for the purchase of wood products for general maintenance and repairs to infrastructure at Bayport Container Terminal, Barbours Cut Terminal, and Turning Basin Terminal</p>
2021-0223-38	<p>Award a contract to Wesco Distribution for the purchase of light emitting diode (LED) lighting for wharf cranes at Bayport Container Terminal</p>
2021-0223-39	<p>Issue a two-year purchase order to Cintas Corporation for cleaning, rental, and purchase of uniforms for maintenance personnel at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard, a cooperative purchasing program</p>
2021-0223-40	<p>Amend the Section 559 Reimbursable Services Agreement and Memorandum of Understanding with U.S. Customs and Border Protection projected to cover two years of reimbursement for overtime services</p>

K. People

2021-0223-41	<p>Chairman Campo recognized Mr. Heidt to provide a report of selected People Division agenda items</p>
2021-0223-42	<p>Approve staff's ranking of vendors and award a professional services agreement for an initial three-year term beginning April 1, 2021, with an additional two-year renewal option for cleaning services for the Executive Office Building, Port Coordination Center, Central Maintenance buildings, Sam Houston Pavilion, and ten Gatehouses at the Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Unicare Building Maintenance Inc.; second, Kleen-Tech Services, Inc.; and third, Facilities Maintenance Resources</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>

L. Port Security and Emergency Operation

<u>Minute No.</u>	<u>Event/Action</u>
2021-0223-43	Issue a purchase order to Metro Fire Apparatus Specialists, Inc. for the purchase of nine self-contained breathing apparatuses, nine cylinders, and nine masks, using the Houston-Galveston Area Council's cooperative purchasing program
	M. Technology
2021-0223-44	Chairman Campo recognized Mr. Heidt to provide a report of selected Technology Division agenda items
2021-0223-45	Approve staff's ranking of vendors and award a professional services contract for Next Generation Enterprise Resource Planning (Next Gen ERP) - Phase II to the top-ranked proposers: staff ranking – first, Deloitte Consulting, LLP; second, KPMG, LLC; and third, Berry, Dunn, McNeil & Parker, LLC Port Commission adopted the staff-recommended ranking and authorized award
2021-0223-46	Approve staff's ranking of vendors and award a professional services contract for project coordination services in support of the Next Generation Enterprise Resource Planning (Next Gen ERP) - Phase II program to the top-ranked proposers: staff ranking – first, BKJ Global Management Consulting, LLC; second, Sierra Digital, Inc.; and third, iKW Solutions Port Commission adopted the staff-recommended ranking and authorized award
	Recess Open Meeting and Convene Executive Session
	Reconvene Open Meeting
	Adjourn Meeting

**Port of Houston Authority
Port Commission Public Meeting**

**Houston, Texas
February 23, 2021**

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on February 23, 2021 at 9:15 a.m., via Cisco WebEx. The following commissioners, staff, and counsel were present:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner
Cheryl Creuzot, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Roy Mease, Commissioner
Roger Guenther, Executive Director
Erik Eriksson, Chief Legal Officer
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

Chairman Campo began the meeting by remarking that the previous week's winter storm had had tremendous impact on Port Authority facilities, people, and the community. Many suffered the loss of electricity, heat, and water during the record-breaking sub-freezing temperatures. The main priority of the Port Authority was the safety of its people.

Many team members manned Port Authority facilities throughout the storm to ensure the security and protection of infrastructure against the harsh elements, and Chairman Campo emphasized that Port Authority staff and partners worked around the clock to support the reopening of the terminals following the four-day suspension of operations due to power, water, and system outages. Extended gate hours were offered on reopening, to help alleviate backlog and maximize the flow of container cargo.

Chairman Campo noted that roughly 80% of Port Authority staff experienced impacts from the winter storm, and the Employee Catastrophic Assistance Fund had been activated to support employees who experienced major damage to their homes from the storm. The program was funded entirely by donations of leave-time hours from other employees and provided grants of up to \$5,000 to those in need.

Chairman Campo provided an update on the Houston Ship Channel Expansion Channel Improvement Project (Project 11). Following Water Resources Development Act authorization in December 2020 and the "new start" designation in January 2021, the key focus was on developing a Project Partnership Agreement with the Army Corps of Engineers, which would serve as the contract with the federal government. The Port Authority also continued to seek approval for federal assumption of maintenance for the life of the project.

Chairman Campo explained that a transition from planning and design to implementation was expected in the forthcoming quarter, with preparation of the Beltway 8 property for its conversion into a dredge material placement area. The conversion part of the project was currently in advertisement, with proposals due in March and an award expected in April of 2021. Additionally, design packages for the main bay reach were all at 100%, further indicating the readiness to accelerate the project a decade faster than business as usual.

(2021-0223-01) Chairman Campo called for a motion to approve the minutes of the January 5, 2021 and January 26, 2021 Port Commission meetings. Commissioner Corgey moved for approval, seconded by Commissioner Cruzot. The minutes were approved as written.

(2021-0223-02) Roger Guenther, Executive Director, presented a summary of selected 2021 operating results as follows.

- Total tonnage combined through all the Port Authority's public terminals was only down 1% versus January 2020.
- General cargo was up vs. January 2020 by 37%, mostly driven by bulk grain and cement cargo.
- Steel imports remained relatively flat.
- Staff was hopeful that tonnage would begin looking better in the months ahead with energy prices on the rise, which could spur an increase in drilling activity and demand for pipe.
- Container activity remained strong in January 2021 after a fantastic rebound in the fourth quarter of 2020.
 - Volume was down about 5% over January 2020. However, January and February 2020 volumes had been up about 25% over 2019.
 - Total combined loaded boxes through the container terminals were flat to January 2020.
 - The activity continued to be driven by tremendous loaded-import volumes, which were up 13% over the previous January.
 - Retailers expected strong imports would continue through the first half of 2021; many factories normally closed for the Chinese New Year stayed open to keep up with demand.
 - Export loaded containers were down about 13%.
 - Domestic demand for resin was at an all-time high and production was under-capacity, hence fewer exports; however, resin did continue to flow to Asia and South America.

Mr. Guenther echoed Chairman Campo's remarks on the past week's severe weather. Once roads were safe to travel, there was a focused effort to return to operations.

The Port Authority's closure was a people issue first and foremost; ensuring the safety of Port Authority employees, long-shore workers, truckers, etc. was the priority. Port Authority terminals suffered from power and water pressure issues, and various other system issues that needed to be addressed before reopening.

Mr. Guenther singled out the Port Authority's Emergency Operations Manager, Colin Rizzo, whose effort throughout the crisis supported the timely reopening. Mr. Rizzo had up-to-date information on weather and road conditions, provided safe drinking water, found portable restrooms for employees, obtained auxiliary pumps for firefighting capability, and had generators delivered. While such actions were part of Mr. Rizzo's job, he went above and beyond to ensure that the Port Authority had what was needed for a timely and safe return to business.

Mr. Guenther yielded the floor to Tim Finley, Chief Financial Officer, to provide a brief statement regarding the Port Authority's recent Government Finance Officers Association (GFOA) award.

Mr. Finley announced that notification had been received from the GFOA that the Port Authority's 2019 Comprehensive Annual Financial Report was awarded the certificate of achievement for excellence for financial reporting for the 46th consecutive year. Mr. Finley thanked Curtis Duncan, Controller and Larry Bischof, Financial Accounting Manager, along with the entire accounting team for this achievement.

Mr. Guenther recognized Chief Smith, Port Police Department, to give a report on a recent police incident.

Chief Smith informed the Port Commission of recent lifesaving actions by two officers. The officers, Jose Espinosa and Dionicio Solis, were working together on January 30, 2021 and received a call regarding a male who was trying to jump off the I-610 bridge. The officers observed a truck parked in the right emergency lane and a young male and a young female who appeared to be arguing. When the male saw the officers approaching, he immediately began to climb the fence on top of the bridge.

Chief Smith described how the officers ran to the male who had nearly made it to the top of the fence, subdued him to safety, and detained him without incident. He was yelling that he had no reason to live and was the sole provider for his family he could no longer provide for. Additional Port Houston police arrived to assist, with Houston Police Department (HPD) officers arriving shortly thereafter. The male was then released to HPD without incident and transported to the hospital for a psychiatric evaluation.

Chief Smith concluded by noting that because of the swift lifesaving actions of Officers Espinosa and Solis, they were nominated and would receive the Police Department's Life Saving award.

(2021-0223-03) Appearances

(a) Chairman Campo recognized Cleophus Sharp, ACTS (Achieving Community Tasks Successfully) and HPCC (Healthy Port Communities Coalition), who addressed the Port Commission.

Mr. Sharp emphasized that communities around the port needed support after the deep freeze during the prior week and that direct support was appreciated. Gift cards were especially helpful in difficult times, as they could be distributed directly to communities in need. Mr. Sharp recommended partnering with groups in the area that were already distributing food and other necessities.

Mr. Guenther noted that the Port Authority would be doing a food bank drive in the forthcoming week.

Chairman Campo highlighted a relief program that the City of Houston and Harris County had begun, that would be run by the United Way, and he had been appointed to an advisory role.

Commissioner DonCarlos noted that he hoped that the communities on the east side would not be overlooked, and asked Mr. Guenther to look into ways to help those communities along with the ones along the channel.

Chairman Campo added that an emphasis on small non-profits and local communities that could provide direct support would be considered.

(b) Chairman Campo recognized Leticia Ablaza, Government Relations Director/Community Outreach, Air Alliance Houston, who addressed the Port Commission.

Ms. Ablaza emphasized that portside communities that bore the brunt of poor air quality along the channel also had to deal with the aftermath of the previous week's freezing weather. She was interested in additional information on the food drive previously mentioned by Mr. Guenther and noted that relief efforts from the city and county could take weeks to months.

(c) Chairman Campo recognized Debbie Moran, Softlight Houston, who addressed the Port Commission.

Ms. Moran commented on LED crane lighting, an item on the agenda. Speaking generally, the City of Houston has an LED high glare problem, which could be fixed with the proper use of LED lights. She noted that Westco, the vendor staff had chosen, had

examples of improper lighting techniques on its webpage, and strongly urged staff to look at examples of proper crane lighting – pointed downward and in a warmer color – which she had provided via email. The whiter or bluer the light was, the higher the glare would be.

Ms. Moran used Bill Wren’s work for Pioneer Energy as an example of the type of lighting the Port Authority should emulate. She emphasized that light pointed downward instead of outward was the best way to light a workspace efficiently and stated that she would send another email with some examples she had found.

Mr. Guenther explained that the Port Authority had gone to great lengths to have down lighting at its terminals, and high pressure sodium lights had recently been replaced with direct, down shielded light, with the goal to limit the amount of light leaving Port Authority facilities.

(d) Chairman Campo recognized Chase Pritchard, Vice President, Industrial & Crane Services, who addressed the Port Commission.

Mr. Pritchard spoke regarding Item J1 on the agenda, the relocation of three cranes from the Bayport Container Terminal to the Barbours Cut Container Terminal. The project was being awarded to the fourth lowest bidder with a bid that was approximately \$600,000 higher than the lowest bidder.

Mr. Pritchard understood that the winning bidder was the manufacturer of the cranes, which led him to assume that the same ship that would deliver the new cranes would then be used to transport the old. His point was that the bid should be lower as there would be no mobilization or demobilization of the ship.

Mr. Pritchard noted his understanding that the request was for proposals and not strictly a low-bid contest. However, the three lower bidders all had a history of moving cranes and working in port facilities, and Mr. Pritchard’s firm was a veteran-owned, certified small business that had moved ship-to-shore cranes all over the world, including the relocation of three cranes at Barbours Cut Container Terminal just two years ago.

Mr. Pritchard asked for a re-evaluation of the proposals in order to find the most advantageous package for the Port Authority.

Chairman Campo appreciated Mr. Pritchard’s comments and stated it would be further addressed later in the meeting when the agenda item was discussed and voted upon.

(e) Chairman Campo asked if anyone else would like to address the Port Commission; there was no response.

(2021-0223-04) Chairman Campo recognized Mr. Heidt to provide a report of selected Commercial agenda items.

Mr. Heidt addressed agenda Item G5, assignment of the Sesco Cement lease of approximately 20 acres of land on the southside of the Turning Basin Terminal to its affiliate, Sesco Terminals Corp.

(2021-0223-05) RCA G1 was presented, moved by Commissioner Corgey, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA G1 PASSED.

(2021-0223-06) RCA G2 was presented, moved by Commissioner Corgey, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA G2 PASSED.

(2021-0223-07) RCA G3 was presented, moved by Commissioner Corgey, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA G3 PASSED.

(2021-0223-08) RCA G4 was presented, moved by Commissioner Corgey, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA G4 PASSED.

(2021-0223-09) RCA G5 was presented, moved by Commissioner Corgey, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA G5 PASSED.

(2021-0223-10) Chairman Campo recognized Mr. Heidt to provide a report of selected Finance agenda items.

Mr. Heidt highlighted agenda Item H1, the purchase of property and casualty insurance coverage from various carriers, effective March 1, 2021, in the amount of \$4.65 million, which represented an increase of approximately 19%; total insured values only went up 2%, but the cost to insure wharf cranes increased dramatically. Fewer insurers were covering the cranes, which meant that the Port Authority had to layer the coverage.

Mr. Heidt continued: agenda Item H2 was to fund the Port Authority's self-insurance loss fund account, which was used for workers' compensation and liability

claims, general liability, and auto at the value of \$1.5 million. The account was slightly over-funded; however, staff had still chosen to fund the account.

(2021-0223-11) RCA H1 was presented, moved by Commissioner Mease, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H1 PASSED.

(2021-0223-12) RCA H2 was presented, moved by Commissioner Mease, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H2 PASSED.

(2021-0223-13) Chairman Campo recognized Mr. Heidt to provide a report of selected Infrastructure agenda items.

Mr. Heidt remarked that agenda Item I3 pertained to the construction of Wharf 6 at the Bayport Container Terminal, which consisted of a new 1,000 linear-foot wharf, dredging and excavating of dry and submerged land, building a new Stevedore Support Building, and installing electrical infrastructure. The total cost of the project was approximately \$85 million, and with an approximate \$21.8 million grant from the United States Department of Transportation, the total cost to the Port Authority would be \$65 million.

Mr. Heidt explained that agenda Item I5 was for the award of a construction contract for the rehabilitation of Container Yard 3 North at Barbours Cut Container Terminal. The rehabilitation would include the northern ten acres of the container yard, to install 18 inches of roller compacted concrete, relocate a high-mast light pole, and install trench drains, sewer lines, and the electrical and communication infrastructure needed for container yard operations.

Mr. Heidt moved to Item I7, an award for the annual wharf and rubber tired gantry crane painting at Barbours Cut and Bayport Container Terminals. Similarly, Item I8 was an award for the annual splash zone painting at the Turning Basin Terminal.

Finally, Mr. Heidt described Item I13, a memorandum of understanding with the Harris County Flood Control District to collaborate on the development of a wetlands mitigation bank. As the Port Authority continued to purchase and develop properties, the need to mitigate wetland impacts remained constant, and the current procedure required the purchase of credits from appropriate wetland mitigation banks. Prices for credits varied greatly based on availability at the time of need.

Commissioner DonCarlos questioned if the tenant of the barge fleeting lease in Item I20 was requesting additional leased premises. The map provided in the briefing indicated an expansion of the leased premises.

Mr. Heidt explained that Houston Fleeting Services, the tenant, had purchased the assets of San Jacinto River Fleet and was now asking for a submerged land lease.

Commissioner DonCarlos explained that the aerial picture he was referencing indicated that many of the barges were outside the area that was leased, and suggested that the tenant either needed to lease the additional submerged land or stay within the leased premises. He also hoped that the Port Authority had an inspection program available to ensure the barges were adequately anchored. Commissioner DonCarlos and other local officials were concerned about the presence of the barges upstream from the I-10 bridge, which had previously been damaged two times by untethered barges.

Garry McMahan, Director-Channel Operations, was asked to address the item, and assured Commissioner DonCarlos that language in the lease allowed for inspection and approval by the Coast Guard. He added that the Port Authority did not have the expertise to ensure the barges were correctly secured, but assured Commissioner DonCarlos that the tenant was a reputable company working with Texas Department of Transportation to make sure the barges remained anchored.

Mr. McMahan noted that the aerial supplied to Commissioner DonCarlos may have been an older photo, adding that staff would make sure the tenant stayed within the leased premises.

Commissioner DonCarlos suggested the tenant meet with some of the surrounding cities in the area to provide an update on what safety measures would be put in place to keep the barges anchored, and Mr. McMahan stated he would pass along the suggestion to the tenant.

Commissioner Mease commented he would not be supporting any change orders on Item I3 due to poor engineering work. He asked that his position be passed along to the firm that did the engineering.

(2021-0223-14) RCA I1 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Freese and Nichols, Inc.; second, Gunda Corporation; and third, AECOM, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I1 PASSED.

(2021-0223-15) RCA I2 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Martinez Architects; second, AECOM Technical

Services, Inc.; and third, Johnson & Pace Incorporated, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I2 PASSED.

(2021-0223-16) RCA I3 was presented. Commissioner Corghey moved for staff's ranking of vendors - first, McCarthy Building Companies, Inc.; second, Russell Marine, LLC; and third, Archer Western, LLC, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I3 PASSED.

(2021-0223-17) RCA I4 was presented. Commissioner Corghey moved for staff's ranking of vendors - first, Aviles Engineering Corporation; second, Raba Kistner, Inc.; and third, Fugro USA, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I4 PASSED.

(2021-0223-18) RCA I5 was presented. Commissioner Corghey moved for staff's ranking of vendors - first, McCarthy Building Companies, Inc.; second, Satterfield & Pontikes Construction, Inc.; and third, Texas Sterling Construction Company, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I5 PASSED.

(2021-0223-19) RCA I6 was presented. Commissioner Corghey moved for staff's ranking of vendors - first, Ninyo & Moore; second, Terracon; third, Aviles Engineering Corporation; and fourth, Raba Kistner, Inc., seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I6 PASSED.

(2021-0223-20) RCA I7 was presented. Commissioner Corghey moved for staff's ranking of vendors - first, Blastco Texas, Inc.; second, TMI Coating, Inc.; and third, Southern Road & Bridge, LLC, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I7 PASSED.

(2021-0223-21) RCA I8 was presented, moved by Commissioner Corghey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I8 PASSED.

(2021-0223-22) RCA I9 was presented, moved by Commissioner Corghey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corghey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I9 PASSED.

(2021-0223-23) RCA 110 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 110 PASSED.

(2021-0223-24) RCA 111 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 111 PASSED.

(2021-0223-25) RCA 112 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 112 PASSED.

(2021-0223-26) RCA 113 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 113 PASSED.

(2021-0223-27) RCA 114 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Commissioner Cloonan recused herself. Nays none. RCA 114 PASSED.

(2021-0223-28) RCA 115 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 115 PASSED.

(2021-0223-29) RCA 116 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 116 PASSED.

(2021-0223-30) RCA 117 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA 117 PASSED.

(2021-0223-31) RCA 118 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan,

Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I18 PASSED.

(2021-0223-32) RCA I19 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I19 PASSED.

(2021-0223-33) RCA I20 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I20 PASSED.

(2021-0223-34) Chairman Campo recognized Mr. Heidt to provide a report of selected Port Operations agenda items.

Mr. Heidt remarked that agenda Item J1 was for the relocation of three wharf cranes from the Bayport Container Terminal to the Barbours Cut Container Terminal. The move was to make room for three new cranes that would be arriving at the Bayport Container Terminal in August 2021.

Mr. Paulo Soares, Senior Director, Maintenance, addressed the Port Commission, and explained that he was part of the review team for the proposals. He noted that it would be the first time the Port Authority had ever moved cranes over water. The proposals were evaluated for best value and ZPMC NA East Coast Inc. dba ZPMC USA, Inc. (ZPMC) was the winner. ZPMC not only manufactured the cranes in 2004 but it had experience in transporting cranes over water between continents. ZPMC also had a better safety record and was stronger financially.

Mr. Soares also noted that timing would be a big factor between the arrival of the new cranes from Shanghai and the movement of the old cranes to the Barbours Cut Container Terminal. He understood there was a difference in cost, but the project was critical to the Port Authority and ZPMC scored higher overall on its proposal.

Commissioner Creuzot questioned whether Mr. Pritchard's company had no experience moving cranes over water or less experience, and Mr. Soares confirmed that Mr. Pritchard's company had less experience: ZPMC had an abundance of experience, transporting thousands of cranes over the years.

Mr. Heidt clarified that price accounted for only 45 points out of 100 in evaluating the proposals.

Commissioner Mease asked if the cranes would need to be reinstalled at Barbours Cut or if they simply needed to be bolted down.

Mr. Soares explained that the cranes would need to be modified to fit the new location; the waterside rails were slightly higher, requiring one-foot spacers be inserted to make the cranes level.

Commissioner Cloonan questioned whether the manufacturer would always provide the winning bid, due to its knowledge of the cranes.

Mr. Heidt remarked that water movements were much more difficult as opposed to land movements, and believed that land movements of cranes could be done by many different companies.

Commissioner Cloonan asked what the difference in experience was between ZPMC and all the other respondents.

Mr. Soares clarified that all the companies had moved cranes over water. The issue with the second highest bidder was the number of exceptions made to the terms and that the company did not inspect the cranes onsite.

Commissioner Mease inquired as to whether Mr. Pritchard's company had moved cranes over water, and Mr. Soares explained that it had, with the longest move from Savannah to Puerto Rico.

Commissioner Mease asked if said move was done well, and Mr. Soares responded that his inquiry confirmed that it had been.

Commissioner Corgey felt that the most important thing to consider in the situation was safety, and ZPMC had received the highest safety score.

Mr. Heidt remarked that Item J6 was to amend Section 559 of the Reimbursable Services Agreement and Memorandum of Understanding with U.S. Customs and Border Protection to cover overtime services requirements, to cover its overtime fees when the gates must be open outside of normal business hours.

(2021-0223-35) RCA J1 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, ZPMC NA East Coast Inc. dba ZPMC USA, Inc.; second, Industrial & Crane Services, Inc.; and third, Sarens USA, Inc., seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J1 PASSED.

(2021-0223-36) RCA J2 was presented. Commissioner DonCarlos moved for staff's ranking of vendors - first, Pfeiffer & Sons, Ltd; second, Titan QPS; and third, Boyer, Inc., seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J2 PASSED.

(2021-0223-37) RCA J3 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J3 PASSED.

(2021-0223-38) RCA J4 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J4 PASSED.

(2021-0223-39) RCA J5 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J5 PASSED.

(2021-0223-40) RCA J6 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J6 PASSED.

(2021-0223-41) Chairman Campo recognized Mr. Heidt to provide a report of selected People agenda items.

Mr. Heidt highlighted the single agenda Item, a professional services agreement for cleaning services for the Executive Office Building, the PCCC, Central Maintenance buildings, the Sam Houston Pavilion, and ten gatehouses at the Turning Basin Terminal.

Commissioner Corgey asked if field audits would still be performed to ensure compliance with various labor laws, and Mr. Heidt assured him that the audits were taking place.

(2021-0223-42) RCA K1 was presented. Commissioner Cruzot moved for staff's ranking of vendors - first, Unicare Building Maintenance Inc.; second, Kleen-Tech Services, Inc.; and third, Facilities Maintenance Resources, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K1 PASSED.

Chairman Campo recognized Mr. Heidt to provide a report of selected Port Security and Emergency Operations agenda items.

Mr. Heidt explained that Item L1 was a purchase order for the purchase of nine self-contained breathing apparatuses, cylinders, and masks, using the Houston-Galveston Area Council's cooperative purchasing program. This was part of a four-year replacement program, as staff anticipated that parts would not be available in the future as manufacturers phased out old technology.

(2021-0223-43) RCA L1 was presented, moved by Commissioner Corgey, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L1 PASSED.

(2021-0223-44) Chairman Campo recognized Mr. Heidt to provide a report of selected Technology agenda items.

Mr. Heidt noted that the two agenda items were related to the same subject. Item M1 was a contract for the Next Generation Enterprise Resource Planning – Phase II. The Port Authority currently used JD Edwards which was being phased out and therefore it needed to be replaced, a major project for the next three years. Phase I documented key business applications and relationship inefficiencies compared to that of Port Authority processes.

Mr. Heidt noted that Item M2 was a contract for third-party project coordination services in support of the Next Generation Enterprise Resource Planning whereby the Port Authority sought to enhance core business processes.

Commissioner Mease questioned why staff was recommending the highest bid in Agenda Item M1. Mr. Heidt explained staff believed one of the companies that bid could not perform the job adequately and the other wanted to complete the work in too short a timeline.

Commissioner Creuzot commented to the public in attendance that commissioners were briefed in advance of each Port Commission meeting, during which in-depth questions were asked about each agenda item, and that was why the commissioners felt comfortable approving agenda items wherein the lowest bid was not the winning bid.

Chairman Campo agreed, and as an aside, described how his own company had experienced hardships while performing a similar operation.

(2021-0223-45) RCA M1 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Deloitte Consulting, LLP; second, KPMG, LLC; and

third, Berry, Dunn, McNeil & Parker, LLC, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M1 PASSED.

(2021-0223-46) RCA M2 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, BKJ Global Management Consulting, LLC; second, Sierra Digital, Inc.; and third, iKW Solutions, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M2 PASSED.

Chairman Campo called for an Executive Session. Mr. Eriksson made the following announcement:

It is now 10:39 a.m. The Port Commission of the Port of Houston Authority of Harris County, Texas will now convene in a closed meeting, as permitted by the Texas Open Meetings Act and Government Code (1) to conduct a private Consultation with Attorneys (*Section 551.071, Texas Open Meetings Act*); deliberate regarding (2) Real Estate (*Section 551.072, Texas Open Meetings Act*), including disposition of Beltway 8 and Barbour's Cut Terminal vicinity properties and Houston Ship Channel 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*); and (5) Security-Related Matters (*Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act*). The Port Commission will reconvene in public session after the closed meeting is adjourned.

Immediately thereafter the Port Commission retired into closed session.

At 11:25 a.m., Chairman Campo reconvened the open meeting via Cisco WebEx with the following Commissioners, staff, and counsel in attendance:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner
Cheryl Creuzot, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Roy Mease, Commissioner
Roger Guenther, Executive Director
Erik Eriksson, Chief Legal Officer
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

Chairman Campo remarked that the next Port Commission meeting would be on March 23, 2021.

At 11:26 a.m., Chairman Campo adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the February 23, 2021 meeting of the Port Commission of the Port of Houston Authority.

A handwritten signature in black ink, appearing to read 'Ric Campo', written over a horizontal line.

Ric Campo, Chairman

A handwritten signature in black ink, appearing to read 'Erik A. Eriksson', written over a horizontal line.

Erik A. Eriksson, Secretary

G. COMMERCIAL

Subject **1. Authorize the extended term of a month-to-month lease with Pontchartrain Partners, LLC for approximately 1-acre out of Spilman Island effective February 1, 2021 at an annual rental rate of \$25,621.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the extended term of a month-to-month lease with Pontchartrain Partners, LLC for approximately 1-acre out of Spilman Island effective February 1, 2021 at an annual rental rate of \$25,621, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:
The Port Authority currently has a month-to-month lease with Pontchartrain Partners, LLC at the Port Authority's Spilman Island property that will have been in effect for one-year as of February 1, 2021. Pontchartrain Partners, LLC annual rental is \$25,621 and is based upon the premium rate for a month-to-month lease. Pontchartrain Partners, LLC uses the leased premises for crew parking, shift change, and a laydown area for work related to U.S. Army Corps of Engineers projects.

An amendment to the Water Code adopted in the 2011 legislative session requires that the Port Commission approve month-to-month leases in effect for more than one year.

Staff Evaluation/Justification:
Staff recommends the Port Commission authorize the extended term of a month-to-month lease with Pontchartrain Partners, LLC.

G. COMMERCIAL

Subject 2. Authorize an amendment to the Lease Agreement with TPC Group, LLC for approximately 6-acres out of Block 3 at Sims Bayou, to extend the lease for an additional one-year term, effective no earlier than April 1, 2021, at an annual rental rate of \$248,584.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, approve an amendment to the Lease Agreement with TPC Group, LLC for approximately 6-acres out of Block 3 at Sims Bayou, to extend the lease for an additional one-year term, effective no earlier than April 1, 2021, at an annual rental rate of \$248,584, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:
By Minute No. 2020-0428-09, the Port Commission authorized the Port Authority and TPC Group, LLC to enter into a one-year lease term for approximately 6-acres at the Sim Bayou, Port Authority Block 3. The property is used for parking vehicles for the lessee's contract refinery personnel.

Staff Evaluation/Justification:
Staff recommends the Port Commission approve the proposed lease amendment and extension.

G. COMMERCIAL

Subject **3. Authorize a one-year lease to Sesco Terminals Corp. for approximately 20,817 square feet out of the Wharf 1 warehouse located within Turning Basin West Terminal, effective no earlier than March 1, 2021, at an annual rental rate of \$41,634.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, approve a one-year lease to Sesco Terminals Corp. for approximately 20,817 square feet out of the Wharf 1 warehouse located within Turning Basin West Terminal, effective no earlier than March 1, 2021, at an annual rental rate of \$41,634, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:
Sesco Cement Corp. (Sesco) has requested to lease the front half of the Turning Basin Wharf 1 warehouse (approximately 20,817 sq. ft. out of the total 41,634 sq. ft.) to its affiliate Sesco Terminals Corp. for a term of one year.

Tenant would use the property for storage of cement in super sacks and other packed cement products.

Sesco is also seeking approval for assignment of its existing lease to this affiliate at the February 2021 Port Commission meeting.

Staff Evaluation/Justification:
Staff recommends the Port Commission authorize a one-year term lease to Sesco's affiliate, Sesco Terminals, Corp. for approximately 20,817 square feet of warehouse space effective no earlier than March 1, 2021.

G. COMMERCIAL

Subject 4. Approval to (i) assist SESCO Cement Corp. (Sesco) and its affiliate, America's International Corp. (AIC) with a request to the City of Houston for the abandonment of a portion of Wingate St., (ii) accept a fee simple interest in approximately 0.20 acre of the Wingate Street right-of-way from the City of Houston through abandonment, (iii) amend the current SESCO lease to include the right-of-way at no additional rental cost, (iv) and grant perpetual access to the 7300 Wingate St. property located on the southside of the abandoned right-of-way.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to (i) assist SESCO Cement Corp. (Sesco) and its affiliate, America's International Corp. (AIC) with a request to the City of Houston for the abandonment of a portion of Wingate St., (ii) accept a fee simple interest in approximately 0.20 acre of the Wingate Street right-of-way from the City of Houston through abandonment, (iii) amend the current SESCO lease to include the right-of-way at no additional rental cost, (iv) and grant perpetual access to the 7300 Wingate St. property located on the southside of the abandoned right-of-way, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:

The Port Authority's tenant SESCO Cement Corp. (Sesco) and its America's International Corp. (AIC), owner of 7300 Wingate Street, the old Customs Building property, have requested the Port Authority's assistance in their request to the City of Houston (City) for the abandonment of a portion of Wingate Street. As an adjacent property owner to the subject portion of Wingate St., the Port Authority's participation in this right of way (R.O.W.) abandonment request is required by the City.

Sesco is primarily seeking closure of the R.O.W. to better utilize the area for operational purposes, ensure safety/security to its leased premises, and provide better control of ingress/egress of vehicular traffic.

AIC has agreed to grant its south-half portion of the abandoned R.O.W. to the Port Authority at no cost, upon the City's completion of the abandonment. In exchange for incurring the cost of the closure/abandonment and for conveying ownership of the AIC half of the R.O.W. to the Port Authority, Sesco requests that the portion of the abandoned R.O.W. be amended to be included in its adjacent leased premise at no additional rental cost for the term of the lease and that access be granted to the 7300 Wingate St. property.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the Port Authority participation in abandonment of the of Wingate St. R.O.W., on the terms described herein.

G. COMMERCIAL

Subject	5. Authorize assignment of the SESCO Cement Corp. lease of approximately 20.14-acres out of the Turning Basin Terminal West area to its affiliate, SESCO Terminals Corp.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting, authorize assignment of the SESCO Cement Corp. lease of approximately 20.14-acres out of the Turning Basin Terminal West area to its affiliate SESCO Terminals Corp., and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:

SESCO Cement Corp. (SESCO Cement) is requesting in connection to with a restructuring by its lease hold interest to its affiliate, SESCO Terminals Corp. (SESCO Terminals). SESCO Cement's parent company BBM U.S. Holdings, with no change of control. SESCO Cement would be the commercial arm of the business and SESCO Terminals the entity to construct and operate the marine terminal at the Port Authority.

SESCO Cement has agreed that its \$500,000 performance deposit under its lease and currently deposited with the Port Authority, would remain in place for the purposes of this lease assignment.

SESCO Cement has invested upwards of \$73 million in improvements to the leased premises and its lease was recently amended to extend the initial term of thirty-one years and six months to fifty-years. SESCO Cement has also maintained a good rental payment history since the commencement of their lease on June 1, 2017.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve assignment of the SESCO Cement lease of approximately 20.14-acres out of the Turning Basin West Terminal area to its affiliate, SESCO Terminals subject to terms and conditions as set forth herein.

H. FINANCE

Subject 1. Approve the purchase of insurance from various carriers effective March 1, 2021, for the Port Authority's primary and excess property and casualty insurance coverage needs, in a total amount not to exceed \$4,650,000.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, (i) approve the purchase of insurance from various carriers effective March 1, 2021, for the Port Authority's primary and excess property and casualty insurance coverage needs as set forth below and attached, in a total amount not to exceed \$4,650,000, (ii) authorize contract renewal negotiations with the insurance carriers prior to contract expiration, to better determine in advance the need to issue a formal request for proposals for the next contract year, and (iii) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

(A) Property Coverage - Total \$3,544,531

(1) All Risks Property - Real and personal property/contents - \$1,611,583 (Multi-Layered Program)

(2) Cranes (Contractor's Equipment) - \$1,816,719 (Multi-Layered Program)

(3) Terrorism - \$26,231 with Lloyd's Syndicate

(4) Boiler & Machinery/Equipment Breakdown - \$89,998 (Lloyd's of London)

(B) Liability Coverages - \$1,711,500, inclusive of various policies (depicted on P/C Insurance Renewal Premium Comparison chart)

(1) Excess Workers' Compensation - \$236,897 with carrier, Midwest Employers

(2) Excess Umbrella (3rd year) - \$635,014 with Lloyd's of London

(3) Public Officials - \$139,518 with carriers, AIG and ACE

(4) Cyber - \$50,717 with carrier, Tokio Marine, Houston Casualty Co

(5) Crime - \$8,500 with carrier, Travelers

(6) Fiduciary - \$44,600 with carrier, Great American

(7) Fire Truck Auto - \$11,962 with carrier, Great American

(8) Mobile Command Center - \$24,580 with carriers, Travelers, Lloyds of London

(9) Policies for Commissioner bonds, special events, and boards with various carriers, totaling \$19,925

(C) Environmental Coverage - \$376,849 with carrier, Steadfast Insurance Co

(D) Marine Coverage - \$175,830 (Multi-layered Carriers)

(1) Vessels - Hull/Protection & Indemnity - \$165,257

(2) Vessels - Broad Form Pollution - \$10,573

Category:

Awards, Amendments & Change Orders

Department:

Risk Management

Staff Contact:

Norma Essary

Background:

By Minute No. 2020-0623-14, the Port Commission awarded a one-year contract extension to McGriff, Seibels & Williams of Texas, Inc. (McGriff) to serve as the Port Authority's Broker of Record in the procurement of Property and Casualty insurance coverage.

McGriff's contractual responsibilities include assisting staff in the development of insurance specifications, submitting those specifications to select insurance markets, assisting in evaluating proposals received,

"Exhibit A"

assisting in negotiating policy terms and conditions with carriers, and making recommendations for placement of coverage.

Staff Evaluation/Justification:

Staff recommends, and McGriff concurs, that the Port Authority enter into contracts with the carriers indicated herein for the type of coverage and maximum annual premiums listed, as providing the best value to the Port Authority to address its property and casualty risk exposures.

The total amount requested by staff of \$4,650,000 takes into account that premiums on several policies are subject to adjustment for asset additions, actual payroll amounts, and revenue, as well as the timing and values of asset additions.

H. FINANCE

Subject 2. Authorize \$1,500,000 to fund the Port Authority's self-insurance loss fund account for workers' compensation and liability claims for insurance year 2021-2022 and authorize its third-party claims administrator to pay claims in accordance with the Amended Insurance Program and Indemnification Policy dated February 2018.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize \$1,500,000 to fund the Port Authority's self-insurance loss fund account for workers' compensation and liability claims for the insurance year 2021-2022 and authorize its third-party claim administrator to pay claims from such account in accordance with the Amended Insurance Program and Indemnification Policy dated February 2018, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Risk Management

Staff Contact:

Norma Essary

Background:

By Minute No. 2010-0928-09, the Port Commission authorized establishment of a self-insurance program effective March 1, 2010. Port Authority staff recommended several minor amendments in February 2015 and March 2018, and those were subsequently approved by the Port Commission when it adopted an Amended Insurance Program and Indemnification Policy (Program) by Minute No. 2015-0224-40, as amended by Minute No. 2018-0327-13. The Program has been a cost-effective risk financing alternative to traditional insurance, and would provide protection for the Port Authority, the Port Commission, and employees for the insurance year from March 1, 2021 to February 28, 2022.

Staff Evaluation/Justification:

Based upon actuarial projections as of June 30, 2020, staff recommends the Port Commission authorize \$1,500,000 to be added into the dedicated self-insurance loss fund account to pay for all covered claim costs and expenses related to workers' compensation and liability claims expected to be incurred during the 2021-2022 insurance year.

These funds are initially retained by the Port Authority; periodic transfers would be made to the Port Authority's third-party claim administrator on an "as-needed" basis to enable payment of claim costs.

I. INFRASTRUCTURE

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$79,751 for the condition assessment of infrastructure along the Wharf No. 18 dredge pipe route at Turning Basin Terminal to the top-ranked proposers: staff ranking – first, Freese and Nichols, Inc.; second, Gunda Corporation; and third, AECOM.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, Freese and Nichols, Inc.; second, Gunda Corporation; and third, AECOM; (b) award a professional services contract to Freese and Nichols, Inc., the top-ranked proposer for the condition assessment of infrastructure along the Wharf No. 18 dredge pipe route at Turning Basin Terminal in an amount not to exceed \$79,751; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The first phase of this project consists of condition assessment of the existing infrastructure along the dredge pipe route originating from Wharf No. 18 and recommendations for repair or replacement. The Port Authority expects to later request additional professional services for the final design and construction phase of the work.

The Port Authority notified vendors regarding its request for qualifications (RFQs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twenty-seven vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On December 2, 2020, eight RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required analysis and design services:

- Freese and Nichols, Inc.
- Gunda Corporation
- AECOM

"Exhibit A"

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Freese and Nichols, Inc. for the condition assessment of infrastructure along the Wharf No. 18 dredge pipe route at Turning Basin Terminal, and act as otherwise described above.

I. INFRASTRUCTURE

Subject **2. Approve staff's ranking of vendors and award an engineering and architectural services contract in an amount not to exceed \$68,000 for the design of the maintenance building addition and canopy enclosure at Bayport Container Terminal to the top-ranked proposers: staff ranking – first, Martinez Architects; second, AECOM Technical Services, Inc.; and third, Johnson & Pace Incorporated.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting:

- (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Martinez Architects; second, AECOM Technical Services, Inc.; and third, Johnson & Pace Incorporated;
- (b) award a professional services contract to Martinez Architects, the top-ranked proposer for the design of the maintenance building addition and canopy enclosure at Bayport Container Terminal in an amount not to exceed \$68,000;
- (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and
- (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Roger H. Hoh, P.E.

Background:
This project consists of:

- Preparation of a design package for enclosing the existing open air canopy and the addition of a new open-air canopy expansion, with associated drainage, pavement, and utility plans.
- Provide bid and construction phase services.

The Port Authority notified vendors regarding its request for qualifications (RFQs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twenty-three vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:
On October 21, 2020, ten RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required analysis and design services:

- Martinez Architects
- AECOM Technical Services, Inc.
- Johnson & Pace Incorporated

"Exhibit A"

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Martinez Architects for the design of the maintenance building addition and canopy enclosure at Bayport Container Terminal, and act as otherwise described above.

I. INFRASTRUCTURE

Subject 3. Approve staff's ranking of vendors and award a construction contract, conditional upon receipt of notice to proceed (NTP) from the Maritime Administration (MARAD), in an amount not to exceed \$85,337,000 to construct Wharf No. 6 at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, McCarthy Building Companies, Inc.; second, Russell Marine, LLC; and third, Archer Western, LLC.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting:

- (a) approve staff's ranking of the vendors providing best value to the Port Authority, based on the selection criteria, in the following order - first, McCarthy Building Companies, Inc.; second, Russell Marine, LLC; and third, Archer Western, LLC;
- (b) award a construction contract, conditional upon receipt of notice to proceed (NTP) from the Maritime Administration (MARAD), to McCarthy Building Companies, Inc. to construct Wharf No. 6 at Bayport Container Terminal, in an amount not to exceed \$85,337,000;
- (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and
- (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project consists of constructing a new 1000 linear-foot wharf at the Bayport Container Terminal. The project also consists of dredging and excavating of dry and submerged land, building a new Stevedore Support Building, and installing electrical infrastructure. The dredged and excavated material will be drained and compacted within 55 acres south of Port Road for future commercial development. The excess material would be stored on Cruise Terminal Road.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSPs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Sixty-four vendors downloaded the project materials from BuySpeed.

The Port Authority would enter into a grant agreement with the United States Department of Transportation providing for: (i) award of a Port Infrastructure Development grant totaling \$21,840,000 (approximately 23%) to partially fund the construction; (ii) the Port Authority's commitment to fund the balance of the construction; and (iii) the terms for administration of the award by MARAD.

The award is conditional upon final approval, execution, and NTP from the MARAD.

Staff Evaluation/Justification:

On January 6, 2021, four CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Following staff Executive Committee review, staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- McCarthy Building Companies, Inc.
- Russell Marine, LLC
- Archer Western, LLC

Staff recommends that the Port Commission award a contract to McCarthy Building Companies, Inc. and act as otherwise described above.

I. INFRASTRUCTURE

Subject	4. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$725,000 to perform construction material testing for the construction of Wharf No. 6 at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Aviles Engineering Corporation; second, Raba Kistner, Inc.; and third, Fugro USA.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Aviles Engineering Corporation; second, Raba Kistner, Inc.; and third, Fugro USA; (b) award a professional services contract to Aviles Engineering Corporation to perform construction material testing for the construction of Wharf No. 6 at Bayport Container Terminal, in an amount not to exceed \$725,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This procurement includes construction material testing services during the proposed construction of Wharf No. 6 at Bayport Container Terminal. Per Section 60.463(c) of the Texas Water Code, in certain circumstances the Port Authority is required to hire a third-party inspection firm to independently test the acceptability of construction material installed by the contractor. This procurement would provide such third-party inspection services.

The Port Authority notified vendors regarding its request for qualifications (RFQs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Seventeen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On December 6, 2020, ten RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Aviles Engineering Corporation
- Raba Kistner, Inc.
- Fugro USA

"Exhibit A"

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Aviles Engineering Corporation and act as otherwise described above.

I. INFRASTRUCTURE

Subject	5. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$13,698,500 for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal to the top-ranked proposer: staff ranking - first, McCarthy Building Companies, Inc.; second, Satterfield & Pontikes Construction, Inc.; and third, Texas Sterling Construction Company.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the vendors providing best value to the Port Authority, based on the selection criteria, in the following order - first, McCarthy Building Companies, Inc.; second, Satterfield & Pontikes Construction, Inc.; and third, Texas Sterling Construction Company; (b) award a construction contract to McCarthy Building Companies, Inc. for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal, in an amount not to exceed \$13,698,500; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project consists of rehabilitating the northern 10 acres of Container Yard 3 to install 18 inches of roller compacted concrete. The project will also relocate high-mast light poles, and install trench drains, sewer lines, and the electrical and communication infrastructure for container yard operations.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSPs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Thirty vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On December 30, 2020, seven CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Following staff Executive Committee review, staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- McCarthy Building Companies, Inc.
- Satterfield & Pontikes Construction, Inc.

"Exhibit A"

- Texas Sterling Construction Company

Staff recommends that the Port Commission award a contract to McCarthy Building Companies, Inc. and act as otherwise described above.

I. INFRASTRUCTURE

Subject	6. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$210,000 to perform construction material testing for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal to the top-ranked proposers: staff ranking - first, Ninyo & Moore; second, Terracon; third, Aviles Engineering Corporation; and fourth, Raba Kistner, Inc.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Ninyo & Moore; second, Terracon; third, Aviles Engineering Corporation; and fourth, Raba Kistner, Inc.; (b) award a professional services contract to Ninyo & Moore to perform construction material testing for the rehabilitation of Container Yard 3 North at Barbours Cut Terminal, in an amount not to exceed \$210,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This procurement includes construction material testing services during the proposed rehabilitation of Container Yard 3 North at Barbours Cut Terminal. Per Section 60.463(c) of the Texas Water Code, in certain circumstances the Port Authority is required to hire a third-party inspection firm to independently test the acceptability of construction material installed by the contractor. This procurement would provide such third-party inspection services.

The Port Authority notified vendors regarding its request for qualifications (RFQs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Seventeen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On January 13, 2021, ten RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Ninyo & Moore
- Terracon

"Exhibit A"

- Aviles Engineering Corporation
- Raba Kistner, Inc.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Ninyo & Moore and act as otherwise described above.

I. INFRASTRUCTURE

Subject	7. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$1,400,000 for the 2021 annual crane wharf and rubber tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Blastco Texas, Inc.; second, TMI Coating, Inc.; and third, Southern Road & Bridge, LLC.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Blastco Texas, Inc.; second, TMI Coating, Inc.; and third, Southern Road & Bridge, LLC; (b) award a contract to Blastco Texas, Inc. for the 2021 annual wharf and RTG crane painting at Barbours Cut Terminal and Bayport Container Terminal in 2021, in an amount not to exceed \$1,400,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project scope consists of crane painting at Barbours Cut Terminal and Bayport Container Terminal.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSPs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Six vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On January 20, 2021, three CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- Blastco Texas, Inc.
- TMI Coating, Inc.
- Southern Road & Bridge, LLC

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Blastco Texas, Inc. and act as otherwise described above.

I. INFRASTRUCTURE

Subject **8. Award a construction contract to AlphaMar Group, Inc. for the 2021 annual splash zone paintings at Turning Basin Terminal in an amount not to exceed \$1,200,000.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, award a construction contract to AlphaMar Group, Inc. for the 2021 annual splash zone paintings at Turning Basin Terminal in an amount not to exceed \$1,200,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Roger H. Hoh, P.E.

Background:
This project consists of removing old paint and rust from bulkhead sheet piling, preparation of the steel, and repainting the sheet and round pilings.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSPs) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Ten vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:
On January 27, 2021, two CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria and one was deemed non-responsive.

Staff recommends that the Port Authority award a contract to AlphaMar Group, Inc., the responsible proposer for the 2021 annual splash zone paintings at Turning Basin Terminal.

I. INFRASTRUCTURE

Subject **9. Award a professional services contract to Lockwood, Andrews & Newnam, Inc. for construction/bid and design services for the rail spur at Bayport Container Terminal Phase 2 in an amount not to exceed \$150,000.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, award a professional services contract to Lockwood, Andrews & Newnam, Inc. for construction/bid phase and design services for the rail spur at Bayport Container Terminal Phase 2 in an amount not to exceed \$150,000, and authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Roger H. Hoh, P.E.

Background:
The scope of work of this professional services contract would consist re-packaging the existing plans and specifications for procurement of remaining work for the Rail Spur at Bayport Container Terminal, Phase 2 project. Staff anticipates that a request to amend the contract for construction phase services and any additional services may be made to the Port Commission in the future if deemed necessary.

Staff Evaluation/Justification:
Staff recommends that the Port Commission award a professional services contract to Lockwood, Andrews & Newnam, Inc. and act as otherwise described above.

I. INFRASTRUCTURE

Subject **10. Amend the professional services contract with Walter P. Moore and Associates, Inc. to perform additional engineering services associated with the Sheds 30-31 roof at Turning Basin Terminal in an amount not to exceed \$47,500.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, approve an amendment to the professional services contract with Walter P. Moore and Associates to perform additional engineering services associated with the Sheds 30-31 roof at Turning Basin Terminal in an amount not to exceed \$47,500, and authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

On June 18, 2020 a professional services contract was issued to Walter P. Moore and Associates to perform additional engineering services associated with the Sheds 30-31 roof at Turning Basin Terminal.

This proposed amendment would consist of costs to design and prepare construction documents for a metal panel overlay roofing retrofit system, and construction phase services, in the amount of \$47,500. Since the original purchase order amount was \$25,500, this would result in a total contract amount of \$73,000.

This is the first amendment to this contract, for a total amendment value to date of \$47,500, which represents an increase of 186% of the original contract value.

Staff Evaluation/Justification:

Staff has reviewed Walter P. Moore and Associates's proposal and found it to be fair and reasonable.

Staff recommends the Port Commission approve the amendment of the professional services contract with Walter P. Moore and Associates.

I. INFRASTRUCTURE

Subject **11. Amend the professional services contract with Hatch Associates Consultants, Inc. to perform additional engineering services associated with the expansion of gate facilities at Barbours Cut Terminal in an amount not to exceed \$411,765.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, approve an amendment to the professional services contract with Hatch Associates Consultants, Inc. to perform additional engineering services associated with the expansion of gate facilities at Barbours Cut Terminal in an amount not to exceed \$411,765, and authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Roger H. Hoh, P.E.

Background:
By Minute No. 2018-0517-15, the Port Commission awarded a professional services contract to Hatch Associates Consultants, Inc. to perform supplemental services associated with the expansion of gate facilities at Barbours Cut Terminal.

This is the fourth amendment to this contract, for a total amendment value to date of \$444,225, which represents an increase of 13.48% of the original contract value.

This proposed amendment would consist of:

- Cost to attend addition progress meetings (\$48,165)
- Cost for additional phase services from 1/2021 to 4/2021 (\$318,600)
- Engineering design cost to design infrastructure to accommodate 8 guard booths at the TWIC lane (\$45,000)

Staff Evaluation/Justification:
Staff has reviewed Hatch Associates Consultants, Inc.'s proposal and found it to be fair and reasonable.

Staff recommends the Port Commission approve the amendment of the professional services contract with Hatch Associates Consultants, Inc.

I. INFRASTRUCTURE

Subject 12. Approve a change order with Standard Constructors, Inc. to perform additional work associated with land development preparation south of Port Road at Bayport Container Terminal in an amount not to exceed \$46,339.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, approve a change order with Standard Constructors, Inc. to perform additional work associated with land development preparation south of Port Road at Bayport Container Terminal in an amount not to exceed \$46,339, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Roger H. Hoh, P.E.

Background:
By Minute No. 2020-0623-91, the Port Commission awarded a construction contract to Standard Constructors, Inc. for land development preparation south of Port Road at Bayport Container Terminal.

This change order is the third change order to this contract, for a total change order value to date of \$110,908.97, which represents an increase of 1.42% of the original contract value.

This change order includes the following items:

- The cost for material and installation of cement stabilized sand and limestone base, which are out-of-scope material
- A time extension of 2 additional calendar days for the installation of new materials

Staff Evaluation/Justification:
Port Authority staff has reviewed the proposal submitted by Standard Constructors, Inc. and found it to be fair and reasonable. Therefore, staff recommends that the Port Commission authorize this change order.

I. INFRASTRUCTURE

Subject	13. Authorize the Port Authority to enter into a Memorandum of Understanding with the Harris County Flood Control District to collaborate on the development of a wetlands mitigation bank.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to enter into a Memorandum of Understanding with the Harris County Flood Control District to collaborate on the development of a wetlands mitigation bank, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective 4a. - Implement an innovative environmental leadership strategy STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region) STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:

General

Department:

Environmental Affairs Department

Staff Contact:

Trae Camble

Background:

The Port Authority is seeking to enter into a Memorandum of Understanding (MOU) with Harris County Flood Control District. The MOU would support collaboration on the development of a wetlands mitigation bank to compensate for future project impacts to wetlands and aquatic resources.

Staff Evaluation/Justification:

As the Port Authority continues to purchase and develop properties, the need to mitigate wetland impacts remains constant, and the current procedure requires the purchase of wetland credits from appropriate wetland mitigation banks. Prices for credits vary greatly based on availability at time of need.

Staff anticipates that many advantages could be gained by the Port Authority with development of its own mitigation bank to supply credits. Moving forward with what this may entail from the standpoint of time and financial obligations would be further developed with this MOU.

Staff recommends the Port Commission authorize a MOU with Harris County Flood Control District.

I. INFRASTRUCTURE

Subject **14. Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Infrastructure Pipelines, LLC, CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations, Flint Hills Resources Chemical, LLC, and Valero Refining-Texas, LP.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to approve the renewal of the following expiring licenses for new ten-year terms: CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Infrastructure Pipelines, LLC, CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations, Flint Hills Resources Chemical, LLC, and Valero Refining-Texas, LP, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Permits/Licenses/Pipeline Easements

Department:
Channel Operations

Staff Contact:
Garry McMahan

Background:
The pipeline licensees listed below have applied to renew their licenses:

Company	File No.	License Fee
CenterPoint Energy Houston Electric, LLC	1991-0029	\$3,906
CenterPoint Energy Infrastructure Pipelines, LLC	2000-0200	\$88,700
CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations	2010-0379	\$0
Flint Hills Resources Chemical, LLC	2000-0270	\$5,302
Valero Refining-Texas, LP	1991-0197	\$6,124
Total		\$104,032

Staff Evaluation/Justification:
The applications were reviewed and approved by the Port Authority’s Channel Operations department and the Port Terminal Railroad Association when applicable. The licenses are to be renewed subject to the Port Authority’s usual terms and conditions.

Staff recommends approval.

AFFIDAVIT OF SUBSTANTIAL INTEREST

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

**Filed with the Port of Houston Authority
In Compliance with Section 171.004 of the Texas Local Government Code**

On this day appeared Wendy Montoya Cloonan, who after being duly sworn, stated as follows:

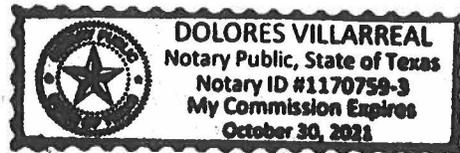
1. I am twenty-one (21) years of age or over and competent to make this Affidavit of Substantial Interest, based upon facts within my personal knowledge.
2. I am a member of the Port Commission (the "Port Commission") of the Port of Houston Authority (the "Port Authority").
3. I am filing this Affidavit with the official record keeper of the Port Authority, pursuant to §171.004 of the Texas Local Government Code, to comply with the provisions of Chapter 171 of the Texas Local Government Code.
4. I have, or may have, a substantial interest in the matter of Item I-14 as set forth in the agenda for the meeting of the Port Commission scheduled for February 23, 2021:

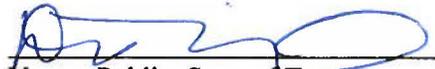
Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Infrastructure Pipelines, LLC, CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations, Flint Hills Resources Chemical, LLC, and Valero Refining-Texas, LP.

5. The nature and extent of the substantial interest described above is as follows: my service as a director of CenterPoint Energy Inc., a company affiliated with CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Infrastructure Pipelines, LLC, and CenterPoint Energy Resources Corporation d/b/a CenterPoint Energy Texas Gas Operations.
6. Action on the matter will have a special economic effect on the entities described in the foregoing paragraph that is distinguishable from the effect on the public.
7. By virtue of the foregoing described interest, I have not and will not participate in any consideration, vote, or decision by the Port Commission regarding such matter.


Wendy Montoya Cloonan

SWORN TO AND SUBSCRIBED before me this February 22, 2021.




Notary Public, State of Texas

I. INFRASTRUCTURE

Subject **15. Issue a marine construction permit to Pelican Marine Services, LLC for the construction of a barge dock in the Houston Ship Channel.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to issue a marine construction permit to Pelican Marine Services, LLC for the construction of a barge dock in the Houston Ship Channel, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

Pelican Marine Services, LLC (Pelican), Port Authority File No. 2020-0366, has applied to construct a new barge dock in the Houston Ship Channel, in the William Harris and D. Carpenter Survey, A-28.

Pelican is a wholly owned subsidiary of Canal Barge Company, Inc. (Canal). Canal is a family owned, independent marine transportation company headquartered in New Orleans, Louisiana and was founded in 1933. The Port Authority issued a barge fleeting lease to Pelican in 2019.

The lease has an initial term of five years with an optional termination with six months' notice, and may be renewed yearly after the initial term. The proposed barge dock would relocate Pelican's current operations to a new facility at the Stolthaven Houston, Inc. (Stolt) property. The Port Commission previously approved the construction of a barge dock to Stolt in 2019, and the Stolt dock is still planned for future construction after the Pelican lease is terminated.

The Pelican facility would be used to clean empty barges to prepare for reload.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department. The permit is subject to the Port Authority's usual terms and conditions. The \$675 application fee and the \$2,500 as-built deposit have been paid.

I. INFRASTRUCTURE

Subject **16. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under the northwest side of East Barbours Cut Boulevard to the northwest side of George Altvater Boulevard at Barbours Cut Terminal.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under the northwest side of East Barbours Cut Boulevard to the northwest side of George Altvater Boulevard at Barbours Cut Terminal, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

Comcast of Houston, LLC, Port Authority File No. 2020-0364, has applied for a transmission line license for one fiber optic cable line under the northwest side of East Barbours Cut Boulevard to the northwest side of George Altvater Boulevard at Barbours Cut Terminal, in the Johnson Hunter Survey, A-35.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions. The \$675 application fee and the \$2,500 as-built deposit have been paid. Staff recommends the application and license fees be waived since this project would provide service to the U.S. Customs at Barbours Cut Terminal.

Staff recommends approval.

I. INFRASTRUCTURE

Subject 17. Issue a transmission line license to AT&T for one fiber optic cable line under and along the Port Authority's Port Terminal Railroad Association's Northside Mainline railroad right-of-way.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action, Information

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to issue a transmission line license to AT&T for one fiber optic cable line under and along the Port Authority's Port Terminal Railroad Association's Northside Mainline railroad right-of-way, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

AT&T, Port Authority File No. 2020-0324, has applied for a transmission line license for one fiber optic cable line under and along the Port Authority's Port Terminal Railroad Association's Northside Mainline railroad right-of-way, in the John Brown Survey, A-8. The line would provide service to the Port Terminal Railroad Association.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions. Staff recommends the application fee, license fee, and as-built deposit be waived since this project would provide service to the Port Terminal Railroad Association.

Staff recommends approval.

I. INFRASTRUCTURE

Subject **18. Issue a pipeline license to Pasadena Refining System, Inc. for one 12-inch and one 6-inch mixed butanes pipelines and one valve site under, across, and along the Port Terminal Railroad Association's Southside Mainline railroad right-of-way.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to issue a pipeline license to Pasadena Refining System, Inc. for one 12-inch and one 6-inch mixed butanes pipelines and one valve site under, across, and along the Port Terminal Railroad Association's Southside Mainline railroad right-of-way, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

Pasadena Refining System, Inc., Port Authority File No. 2020-0348, has applied for a pipeline license for one 12-inch and one 6-inch mixed butanes pipelines and one valve site under, across, and along the Port Terminal Railroad Association's Southside Mainline railroad right-of-way, in the William Vince Survey, A-78.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions and at a fee of \$194,060. The \$675 application fee has been paid.

Staff recommends approval.

I. INFRASTRUCTURE

Subject **19. Transfer from Sunoco Pipeline L.P. to Lone Star NGL Mont Belvieu Pipelines LLC, a pipeline license for crossing the Houston Ship Channel and the Port Terminal Railroad Association's Southside Mainline railroad right-of-way.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to transfer from Sunoco Pipeline L.P. to Lone Star NGL Mont Belvieu Pipelines LLC, a pipeline license for crossing the Houston Ship Channel and the Port Terminal Railroad Association's Southside Mainline railroad right-of-way, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

Sunoco Pipeline L.P., Port Authority File No. 2014-0013, has applied for transfer of a pipeline license to Lone Star NGL Mont Belvieu Pipelines LLC, for a pipeline crossing the Houston Ship Channel and the Port Terminal Railroad Association's Southside Mainline railroad right-of-way, in the Ezekiel Thomas Survey, A-73, and the William Vince Survey, A-78.

Sunoco Pipeline L.P. conveyed the licensed pipeline asset to Lone Star NGL Mont Belvieu Pipelines LLC as of January 1, 2021 and now seeks to transfer the license to the new owner.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions. The \$675 application fee has been paid.

Staff recommends approval.

I. INFRASTRUCTURE

Subject **20. Issue a marine construction permit and to approve a private adjacency barge fleeting lease agreement with Houston Fleeting Services, LLC for approximately 30.14-acres of submerged lands in the San Jacinto River at a monthly rental amount of \$9,042 for a ten-year term.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize the Port Authority to issue a marine construction permit and to approve a private adjacency barge fleeting lease agreement with Houston Fleeting Services, LLC for approximately 30.14-acres of submerged lands in the San Jacinto River at a monthly rental amount of \$9,042 for a ten-year term, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Leases

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

Houston Fleeting Services, LLC, Port Authority File No. 2021-0016, has applied for a private adjacency submerged lands lease agreement and a marine construction permit for approximately 30.14-acres of barge fleeting in the San Jacinto River.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department. The lease would be entered into pursuant to the Port Authority's submerged land lease terms and conditions for a rental amount of \$9,042 per month for a ten-year term. The fee schedule for private adjacency submerged land leases have been set by the Port Commission, and the lease agreement would be issued subject to the Port Authority's usual terms and conditions.

Staff recommends approval.

J. OPERATIONS

Subject	1. Approve staff's ranking of vendors and award a contract in the amount not to exceed \$2,879,500 for the relocation of three wharf cranes from Bayport Container Terminal to Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, ZPMC NA East Coast Inc. dba ZPMC USA, Inc.; second, Industrial & Crane Services, Inc.; and third, Sarens USA, Inc.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, ZPMC NA East Coast Inc. dba ZPMC USA, Inc.; second, Industrial & Crane Services, Inc.; and third, Sarens USA, Inc.; (b) award a contract to the top-ranked proposer for the relocation of three wharf cranes from Bayport Container Terminal to Barbours Cut Terminal in the amount not to exceed \$2,879,500; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

By Minute No. 2019-0924-43, the Port Authority awarded a contract to Shanghai Zhenhua Heavy Industries Co., Ltd. in the amount not to exceed \$35,000,000 for the purchase of three wharf cranes for Wharf No. 5 at Bayport Container Terminal. These cranes will arrive by fall this year and will provide much needed operational capacity to service larger vessels at Wharves Nos. 4 and 5, since their "height under spreader" is 158 ft.

Soon after their arrival, three older wharf cranes (213, 214, and 215) with "height under spreader" of 100 ft. will be relocated to the redeveloped Wharf No. 3 at Barbours Cut Terminal. This relocation would ensure that current operational demands at both facilities are met.

The Port Authority notified vendors regarding its request for proposals (RFP) using the Port Authority's BuySpeed Eprocurement system and the project was advertised on the Port Authority's website and in a local newspaper. Seventeen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On December 30, 2020, five RFPs were received, opened, and read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing best value for the required services:

- ZPMC NA East Coast Inc. dba ZPMC USA, Inc.
- Industrial & Crane Services, Inc.
- Sarens USA, Inc.

"Exhibit A"

Following staff Executive Committee review, staff recommends that the Port Authority award a contract to ZPMC NA East Coast Inc. dba ZPMC USA, Inc. and act as otherwise described above.

J. OPERATIONS

Subject	2. Approve staff's ranking of vendors and award a contract in the amount not to exceed \$76,365 for the purchase of electrical repair services for the central plant at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Pfeiffer & Sons, Ltd; second, Titan QPS; and third, Boyer, Inc.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, Pfeiffer & Sons, Ltd; second, Titan QPS; and third, Boyer, Inc.; (b) award a contract to the top-ranked proposer for the purchase of electrical repair services for the central plant at Bayport Container Terminal in the amount not to exceed \$76,365; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

The Operations and Maintenance and Repair buildings at Bayport Container Terminal were commissioned in 2009, and a central plant was constructed to provide electric power and heating, ventilation, and air conditioning (HVAC) to both buildings. In June 2020, the busbar energy pathway from transformer B to the central plant short-circuited due to accumulation of moisture between busbar plates and was damaged beyond repair. This was the second major failure experienced in ten years.

This project is intended to replace the existing busbar energy pathway from transformer B to the central plant with traditional Diesel locomotive cables (DLO cables) and cable trays, which are more suitable for outdoor application. Cable tray penetrations into the central plant building and transformers would be sealed and routed to prevent water intrusion.

The Port Authority notified vendors regarding its competitive sealed proposals (CSP) using the Port Authority's BuySpeed System and the project was advertised on the Port Authority's website and in a local newspaper. Seventeen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On January 27, 2021, four CSPs were received, publicly opened, and read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors,

"Exhibit A"

listed in order of ranking, as providing best value for the required services:

- Pfeiffer & Sons, Ltd
- Titian QPS
- Boyer, Inc.

Following staff Executive Committee review, staff recommends that the Port Authority award a contract to Pfeiffer & Sons, Inc and act as otherwise described above.

J. OPERATIONS

Subject	3. Award a two-year contract to Kemah Hardware and Lumber Wholesale, LLC for the purchase of wood products for general maintenance and repairs to infrastructure at Bayport Container Terminal, Barbours Cut Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting, award a two-year contract to Kemah Hardware and Lumber Wholesale, LLC, for the purchase of wood products for general maintenance and repairs to infrastructure at Bayport Container Terminal, Barbours Cut Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

Wood products are used daily by staff for general maintenance and repairs to infrastructure at all three facilities. With an increased demand for repairs due to the Facility Inspection and Conditional Assessment Program (FICAP), there has been a large number of requests for wood products needed to complete these projects. By combining smaller purchase orders from three terminals into a larger one, staff believes the Port Authority would benefit from better pricing as well as reduced administrative costs.

The Port Authority notified vendors regarding its competitive sealed bids (CSB) using the Port Authority's BuySpeed System and the project was advertised on the Port Authority's website and in a local newspaper. Nine vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On January 20, 2021, two CSB responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the CSB. Staff identified Kemah Hardware and Lumber Wholesale, LLC as the responsible bidder able to provide the required services.

Staff recommends that the Port Authority award a two-year contract to Kemah Hardware and Lumber Wholesale, LLC, the responsible bidder submitting the lowest and best bid, for wood products for general maintenance and repairs to infrastructure at Bayport Container Terminal, Barbours Cut Terminal, and Turning Basin Terminal.

J. OPERATIONS

Subject **4. Award a contract to Wesco Distribution for the purchase of light emitting diode (LED) lighting for wharf cranes at Bayport Container Terminal in an amount not to exceed \$70,576.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, award a contract to Wesco Distribution for the purchase of light emitting diode (LED) lighting for wharf cranes at Bayport Container Terminal in an amount not to exceed \$70,576, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Maintenance

Staff Contact:
Paulo Soares

Background:
The Port Authority currently owns twelve wharf cranes in operation at its Bayport Container Terminal. High intensity LED lighting technology has matured and is now able to handle the rigorous vibration, heat, and duty cycles of wharf cranes during operation. As a result, as the existing high-pressure sodium light fixtures fail, cost-effective LED solutions now exist to replace them.

Proper lighting is critical to terminal operations. Safe levels of illumination must be adhered to in the yard and on the wharf. The improvements seen by replacing high-pressure sodium lights with LEDs on high-mast light poles, rubber tyred gantry (RTGs) and wharf cranes have been well-received by tenants and users. Along with fewer fixtures required for installation, LED fixtures use less electricity. By replacing fixtures on wharf cranes, staff expects to achieve better illumination levels and more accurate color rendition (leading to less eye strain).

The Port Authority notified vendors regarding its competitive sealed bids (CSBs) using the Port Authority's BuySpeed Eprocurement System, and the project was advertised on the Port Authority's website and in a local newspaper. Twenty vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:
On January 27, 2021, three CSBs were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria.

Following staff's Executive Committee review, staff recommends that the Port Authority award a contract to Wesco Distribution, the responsible bidder submitting the lowest and best bid, for the purchase of LED lighting for wharf cranes at Bayport Container Terminal.

J. OPERATIONS

Subject **5. Issue a two-year purchase order to Cintas Corporation for cleaning, rental, and purchase of uniforms for maintenance personnel at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard, a cooperative purchasing program, in an amount not to exceed \$600,000.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission at its February 23, 2021 meeting, issue a two-year purchase order to Cintas Corporation for cleaning, rental, and purchase of uniforms for maintenance personnel at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard, a cooperative purchasing program, in an amount not to exceed \$600,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:
Awards, Amendments & Change Orders

Department:
Maintenance

Staff Contact:
Paulo Soares

Background:
The Port Authority currently provides fire-retardant uniforms for staff electricians to comply with the National Electrical Code (NEC) and National Fire Protection Association (NFPA). Because mechanics and tradesmen are being exposed to similar hazards as the electricians, similar uniforms are also provided to these employees.

By Minute No. 2019-0129-29, the Port Commission awarded a two-year purchase order to Cintas Corporation for rental and purchase of uniforms for maintenance personnel at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$560,000. These funds have been depleted.

The uniforms have reflective high visibility strips and virtually eliminate the need for safety vests, further reducing a potential hazard when working near rotating equipment. The Port Authority also provides reflective safety vests and hats, steel-toe shoes, and gloves to its maintenance employees.

Staff Evaluation/Justification:
The Director of the Procurement Services Department has determined that procuring uniforms through the BuyBoard Cooperative Purchasing Program is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority.

The BuyBoard website lists several pre-approved uniform providers. Staff reviewed several vendors and determined that Cintas Corporation is the vendor that best meets the Port Authority's requirements and offers the best price for uniforms. Cintas Corporation's pricing was reviewed and approved by BuyBoard. The increase in contract amount is due to additional headcount, replacement of worn work jackets, and a 2% price increase.

"Exhibit A"

Staff recommends the Port Commission approve this best value determination and a two-year purchase order to Cintas Corporation for cleaning, rental, and purchase of uniforms for maintenance personnel.

J. OPERATIONS

Subject **6. Amend the Section 559 Reimbursable Services Agreement and Memorandum of Understanding with U.S. Customs and Border Protection in an amount not to exceed \$400,000 projected to cover two years of reimbursement for overtime services.**

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021 meeting, authorize amendment of the Section 559 Reimbursable Services Agreement and Memorandum of Understanding with U.S. Customs and Border Protection in an amount not to exceed \$400,000 projected to cover two years of reimbursement for overtime services, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
General

Department:
Operations

Staff Contact:
Jeff Davis

Background:

U.S. Customs and Border Protection (CBP) mandates all containers exiting U.S. terminals have Radiation Portal Monitor (RPM) inspections performed by CBP. These inspections are carried out as containers exit Port Authority facilities during normal gate operating hours. Port Authority customers routinely request container deliveries outside CBP's normal operating hours, and the Port Authority also occasionally requests that CBP provide services outside its normal operating hours to improve operational efficiencies. CBP funds a limited number of hours for these operations and allows the industry to fund additional hours through the "Section 559" program.

By Minute No. 2014-1216-56, the Port Authority entered into a Section 559 Reimbursable Services Agreement (Agreement) and Memorandum of Understanding (MOU) that set forth the terms and conditions relating to the provision of services and reimbursement of CBP for the performance of these services. The Agreement has been standardized by CBP for national use, while the MOU includes operating parameters agreed upon by Port Authority staff and CBP's local port director and his staff. CBP's services under the program may include not only additional RPM inspection services but also other container inspection services, such as agriculture and Vehicle and Cargo Inspection System inspections.

By Minute No. 2016-0322-40 and Minute No. 2018-0416-27, additional increases of \$150,000 each for reimbursement of CBP overtime services were approved.

By Minute No. 2018-1212-34 an additional \$400,000 was approved.

Staff Evaluation/Justification:

The Port Authority frequently receives requests from customers to extend the hours of RPM gate operations at the Port Authority's container handling facilities. Amending the Agreement and the MOU would enable the Port Authority to provide additional CBP services needed by its customers and to obtain additional CBP services when needed for its own operations. If amendment of the agreement is approved by the Port Commission, the Port Authority would continue to pass through CBP's charges to customers requesting the additional services, and pay the costs itself when the services are for the Port Authority's direct benefit. Based on the current usage rate to support the needs of industry partners, staff expects \$400,000 to cover the need for two years of CBP's man-hours available under the program.

Staff requests that the Port Commission approve these amendments.

K. PEOPLE

Subject 1. Approve staff's ranking of vendors and award a professional services agreement in an amount not to exceed \$606,523 for an initial three-year term beginning April 1, 2021, with an additional two-year renewal option for cleaning services for the Executive Office Building, Port Coordination Center, Central Maintenance buildings, Sam Houston Pavilion, and ten Gatehouses at the Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Unicare Building Maintenance Inc.; second, Kleen-Tech Services, Inc.; and third, Facilities Maintenance Resources.

Meeting Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its February 23, 2021, meeting:
(a) approve staff's ranking of proposals based on the selection criteria, in the following order – first, Unicare Building Maintenance, Inc.; second, Kleen-Tech Services, Inc.; and third, Facilities Maintenance Resources;
(b) award a professional services agreement to Unicare Building Maintenance Inc., for cleaning services for cleaning services for the Executive Office Building, Port Coordination Center, Central Maintenance buildings, Sam Houston Pavilion, and ten Gatehouses at the Turning Basin Terminal for an initial three-year term, with an additional two-year renewal option, in an amount not to exceed \$606,523 beginning April 1, 2021;
(c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of selection ranking until a contract is reached, or all proposals are rejected; and
(d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

Category:

Awards, Amendments & Change Orders

Department:

Office Building & Services

Staff Contact:

Adrian Price

Background:

The Port Authority is seeking to obtain janitorial and cleaning maintenance services for the Turning Basin Terminal. Approximately 100,000 square feet of Port Authority office building space and facilities at the Turning Basin Terminal require daily professional cleaning services, including the Executive Office Building, Central Maintenance, Port Coordination Center, Sam Houston Pavilion, and ten Gatehouses.

Port Authority staff has determined that combining services for all buildings and facilities at the Turning Basin Terminal into a single three-year contract is economically and administratively beneficial to the Port Authority, and the longer contract term is expected to better allow for service continuity and consistency.

The Port Authority notified vendors regarding its request for proposals (RFP) for cleaning services at the Turning Basin Terminal using the Port Authority's BuySpeed Eprocurement System, and the project was advertised on the Port Authority website and in a local newspaper. Seventeen vendors downloaded the project materials from the BuySpeed Eprocurement System.

Staff Evaluation/Justification:

On January 20, 2021, ten responses to the RFP were received and opened. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- Unicare Building Maintenance Inc.
- Kleen-Tech Services, Inc.
- Facilities Maintenance Resources

Following staff Executive Committee review, staff recommends that the Port Authority award a contract to Unicare Building Maintenance, Inc. for an initial three-year term, with an option to renew the contract for an additional two years, if elected by both parties. The contract also includes termination-for-cause provisions.

L. PORT SECURITY AND EMERGENCY OPERATIONS

Subject	1. Issue a purchase order to Metro Fire Apparatus Specialists, Inc. for the purchase of nine self-contained breathing apparatuses, nine cylinders, and nine masks, using the Houston-Galveston Area Council's cooperative purchasing program, in an amount not to exceed \$80,000.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting, issue a purchase order to Metro Fire Apparatus Specialists, Inc. for purchase of nine self-contained breathing apparatuses, nine cylinders, and nine masks, using Houston-Galveston Area Council's cooperative purchasing program, in an amount not to exceed \$80,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

Category:
Awards, Amendments, & Change Orders

Department:
Fire

Staff Contact:
William Buck

Background:
The Fire Department is seeking to purchase nine self-contained breathing apparatuses (SCBA) and nine cylinders per the Texas Administrative Code Title 37, Part 13, Chapter 435, Rule 435.3 which states that an entity that employs firefighters shall purchase, provide, and maintain a complete SCBA for all on-duty fire protection personnel who engage in operations where "immediate danger to life and health" atmospheres may be encountered, and shall comply with the National Fire Protection Association (NFPA) 1981 Standard for SCBA for firefighters. Port Authority firefighters' job duty requires that they enter such atmospheres.

Staff anticipates that parts for its current SCBAs would not be available in the future as manufacturers phase out old technology. Accordingly, staff budgeted to purchase 9-10 SCBAs each year over a four-year period (this is year 3 of the 4) to provide a rolling recapitalization. This would ensure that current standards are met, Texas Fire Commission and NFPA requirements are met, and above all, Port Authority people would be kept safe.

Staff Evaluation/Justification:
The Director of Procurement Services has determined that procuring SCBAs through the purchasing program of Houston-Galveston Area Council (H-GAC) is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Port Authority Fire Department has determined that the best availability, price, and contract terms for the items needed is provided by Metro Fire Apparatus Specialists, Inc. under the pricing schedule obtained from that vendor's contract with H-GAC.

Accordingly, staff recommends that the Port Commission approve this best value determination and contract.

M. TECHNOLOGY

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount of \$840,000 for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II to the top-ranked proposers: staff ranking - first, Deloitte Consulting, LLP; second, KPMG, LLC; and third, Berry, Dunn, McNeil & Parker, LLC.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Deloitte Consulting, LLP; second, KPMG, LLC; and third, Berry, Dunn, McNeil & Parker, LLC; (b) award a professional services contract to Deloitte Consulting, LLP for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II, in an amount not to exceed \$840,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Charles Thompson

Background:

By Minute No. 2017-1023-26, the Port Commission approved the award for the Enterprise Asset Software Capabilities Assessment Project. This project was Phase I of what is now being branded as the Next Generation Enterprise Resource Planning project. Phase I identified key business applications and relationship inefficiencies to that of Port Authority processes.

This request addresses Phase II. Phase II addresses the formal assessment of the Port Authority's "As-Is" business processes for the eventual selection of an Enterprise Resource Planning software solution to consolidate the key business applications identified in Phase I into a single software solution. Phase I identified this single solution as "C1".

The Port Authority notified vendors regarding its request for proposals (RFP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Four hundred and fifty-three vendors were contacted, fifty-three firms downloaded the project materials from the BuySpeed, and fourteen submitted proposals.

Staff Evaluation/Justification:

On December 9, 2020, fourteen RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. The fourteen proposals were evaluated and scored. The top three proposals were shortlisted and vendor representatives were invited to demonstrate their solutions. Evaluations of these demonstrations were gauged against the "Benefit to the Port" criteria provided under the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

"Exhibit A"

- Deloitte Consulting, LLP
- KPMG, LLC
- Berry, Dunn, McNeil & Parker, LLC

Following the final evaluation, Deloitte Consulting, LLP was contacted by the Procurement Department to provide a "Best and Final Offer" at which point the vendor offered the value identified in this request.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Deloitte Consulting, LLP and act as otherwise described above.

M. TECHNOLOGY

Subject	2. Approve staff's ranking of vendors and award a professional services contract in an amount of \$180,000 for project coordination services in support of the Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II program to the top-ranked proposers: staff ranking - first, BKJ Global Management Consulting, LLC; second, Sierra Digital, Inc.; and third, iKW Solutions.
Meeting	Feb 23, 2021 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its February 23, 2021 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, BKJ Global Management Consulting, LLC; second, Sierra Digital, Inc.; and third, iKW Solutions; (b) award a professional services contract to BKJ Global Management Consulting, LLC for project coordination services in support of the Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II program, in an amount not to exceed \$180,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective 1c. - Deliver excellence and continuous improvement in all core functions STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Charles Thompson

Background:

Via the Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II program, the Port Authority is seeking to enhance core business processes in the areas of Finance, Human Capital Management, Enterprise Asset Management, Maintenance, Project Management Systems, and Real Estate. These improvements would drive the integration of business information systems to allow for effective data-driven decision-making.

Critical to the success of the overall program are the supporting project coordination services. These would ensure that the Port Authority's project team would have all tools necessary for program success and would be informed of status and schedule throughout the program.

The advertisement for the project coordination services was coupled with the advertisement for the core Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II.

The Port Authority notified vendors regarding its request for proposals (RFP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a

local newspaper. Fifty-three firms downloaded the project materials from BuySpeed and eight submitted proposals for the Project Coordination Services.

The eight proposals for project coordination services were evaluated and scored. The top three proposals were shortlisted and vendor representatives were invited to participate in oral presentations. Evaluations of these presentations were gauged against the "Benefit to the Port" criteria provided within the RFP.

Staff Evaluation/Justification:

On December 9, 2020, eight RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- BKJ Global Management Consulting, LLC
- Sierra Digital, Inc.
- iKW Solutions

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to BKJ Global Management Consulting, LLC and act as otherwise described above.