

I N D E X

PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY
OF THE PORTS OF HARRIS COUNTY, TEXAS
June 28, 2022

Minute No.

Event/Action

General

Chairman Campo convened the in-person and virtual Port Commission meeting and provided opening remarks along with Port Commissioners

Minutes

2022-0628-01 Approve the minutes of the May 24, 2022 Port Commission meeting

Staff Reports

2022-0628-02 Roger Guenther, Executive Director, presented a summary of selected financial and operational matters

Appearances

2022-0628-03(a) Chairman Campo introduced Loretta Gurnell, Executive Director, Super Girls Shine Foundation, who introduced Morgan Harris; both addressed the Port Commission

2022-0628-03(b) Chairman Campo recognized Leticia Gutierrez, Air Alliance Houston, who addressed the Port Commission

2022-0628-03(c) Chairman Campo asked if anyone else had registered to address the Port Commission; there were none

F. Executive

2022-0628-04 Staff Report – Selected agenda items – Kerrick Henny, Chief Government & Public Relations Officer, and Tom Heidt, Chief Operating Officer

2022-0628-05 Award a professional services contract to Pendulum Strategies, LLC for federal governmental policy consulting and support

2022-0628-06 Award a professional services contract to Cassidy and Associates for federal governmental policy consulting and support

<u>Minute No.</u>	<u>Event/Action</u>
2022-0628-07	Enter into an Interlocal Agreement regarding the City of Houston New Home Development Program to provide city-wide affordable housing
2022-0628-08	Order Partially Exempting Certain Residential Homesteads from Ad Valorem Taxes
2022-0628-09	Approve an additional fifteen full-time positions to the 2022 Operating Budget headcount, associated with record container business and development of the Port Authority Business Equity program

G. Business Equity (no items)

H. Commercial

2022-0628-10	Staff Report – Selected agenda items – John Moseley, Chief Commercial Officer
2022-0628-11	Approve two one-year contract extensions for professional photography and videography services, with CK Productions and Drew Donovan Photography
2022-0628-12	Approve two one-year contract extensions for promotional item ordering services, with STS Brand LLC and World of Promotions, Inc.
2022-0628-13	Approve a grazing lease for a three-year term with Calvin Hearne Jr. for approximately 34.35 acres out of Block 4 at Rosa Allen, effective no earlier than July 1, 2022, at an annual base rent of approximately \$687
2022-0628-14	Ratify the extended term of a month-to-month lease with Hansen-Mueller Co., commencing August 1, 2022 for approximately 1.39 acres out of Block 17B at Turning Basin, at an annual base rent of approximately \$58,263
2022-0628-15	Approve an amendment to the lease with Texas Stevedoring Services, LLC, for approximately 1,276 square feet of office space in the Barbours Cut Administrative building, to extend the term for two years effective no earlier than August 1, 2022, at an annual base rent of approximately \$26,282, subject to annual base rent escalation of 3%
2022-0628-16	Approve an amendment to the lease with BWC Terminals LLC for approximately 2.325 acres out of Southside Property, including approximately 602 linear feet of rail at Upper Level Road across from the guardhouse at Avenue P, to extend the term for five years, effective no earlier than August 1, 2022, at an annual base rent of approximately \$73,976, subject to annual rent escalation of the greater of 3% or the increase in the Consumer Price Index

Minute No.

Event/Action

I. Finance

2022-0628-17 Staff Report – Selected agenda items – Tim Finley, Chief Financial Officer

2022-0628-18 Approve staff's ranking of vendors and award a professional services contract for development of a formal Enterprise Risk Management program to the top-ranked proposer: staff ranking – first, Deloitte & Touche LLP; second, GHD Inc.; and third, Petrosys Solutions, Inc. (dba psitechnology Inc.)

Port Commission adopted the staff-recommended ranking and authorized award

J. Infrastructure

2022-0628-19 Staff Report – Selected agenda items – Rich Byrnes, Chief Infrastructure Officer

2022-0628-20 Approve staff's ranking of vendors and award a professional services contract for the planning and design of water supply and fire protection systems at Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, RPS Group; second, Lockwood, Andrews & Newnam, Inc.; and third, KIT Professionals

Port Commission adopted the staff-recommended ranking and authorized award

2022-0628-21 Approve staff's ranking of vendors and award a construction contract for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, McCarthy Building Companies, Inc.; and second, Orion Construction, LP

Port Commission adopted the staff-recommended ranking and authorized award

2022-0628-22 Approve staff's ranking of vendors and award a professional services contract to perform construction material testing for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal to the top- ranked proposer: staff ranking - first, HVJ Associates, Inc.; second, Ninyo & Moore; and third, Terracon Consultants, Inc.

Port Commission adopted the staff-recommended ranking and authorized award

2022-0628-23 Approve staff's ranking of vendors and award a professional services contract for the facility inspection and condition assessment program

<u>Minute No.</u>	<u>Event/Action</u>
	(FICAP) of marine structures for 2022 to the top-ranked proposer: staff ranking – first, Wiss, Janey, Elstner Associates, Inc.; second, Moffatt and Nichol; and third, AECOM Technical Services, Inc. and WSP USA, Inc. (tied ranking)
	Port Commission adopted the staff-recommended ranking and authorized award
2022-0628-24	Amend the professional services contract with Moffatt & Nichol to perform additional services for analysis and design for the rehabilitation and repair of Wharf 8 at Turning Basin Terminal
2022-0628-25	Amend the professional services contract with AECOM Technical Services, Inc. to perform services for the planning and design for reconstruction of eighty-seven acres of container yard at Barbours Cut Terminal
2022-0628-26	Approve a change order with Harper Brothers Construction, LLC to perform additional work associated with Port Road expansion and drainage at Bayport Container Terminal
2022-0628-27	Approve a change order with R & T Ellis Excavating, Inc. to perform additional work associated with site preparation at the Beltway 8 property
2022-0628-28	Approve a change order with Jerdon Enterprise, L.P. to perform additional work associated with the annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal 2021-2022
2022-0628-29	Issue (i) three pipeline licenses for a sanitary sewer line, two potable water lines, and one water line and a valve site, (ii) a distribution/transmission line license for a telephone line, and (iii) a private road crossing, to Sasol Chemicals (USA) LLC under, across, and over the Port Terminal Railroad Association Northside Mainline railroad right-of-way west of Haden Road
2022-0628-30	Issue a pipeline license to Air Products, LLC for one 10-inch hydrogen pipeline crossing under Cedar Bayou north of Interstate 10
2022-0628-31	Issue a transmission line license to City of Houston for installation of new traffic signal loops adjacent to Clinton Drive and across from Port Houston Gate 8, leading into the Port Terminal Railroad Association North Rail Yard
2022-0628-32	Approve a ten-year private adjacency barge fleeting lease agreement to Campbell Transportation Company, Inc. for approximately 5.03 acres of submerged lands in Old River, at an initial monthly base rent of \$1,509 subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index

Minute No.

Event/Action

K. Operations

- 2022-0628-33 Staff Report – Selected agenda items – Jeff Davis, Chief Operations Officer
- 2022-0628-34 Award a two-year contract to EVCO Partners, LP dba Burgoon Company for the purchase of miscellaneous shop supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Texas Comptroller of Public Accounts, Texas Multiple Award Schedule
- 2022-0628-35 Award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Bayport Container Terminal
- 2022-0628-36 Ratify emergency chassis lease with Milestone Equipment Company LLC as lessor for a five-year term for 700 chassis and annual base rent not to exceed \$2,184,525 per year

L. People

- 2022-0628-37 Staff Report – Selected agenda items – Jessica Shaver, Chief People Officer
- 2022-0628-38 Award agreements with Hartford Life and Accident Insurance Company for employee leave management services for the remainder of 2022 and calendar year 2023, and for group insurance coverage for long-term disability (LTD) and short-term disability (STD) for 2023
- 2022-0628-39 Approve staff’s ranking of vendors and award a professional services contract for design and implementation of an incentive pay (variable pay) structure and review of the performance management program to the top-ranked proposer: staff ranking - first, Gallagher Benefits Services, Inc.; second, EZ Business Consulting, LLC; and third, Mercer (US) Inc.
- Port Commission adopted the staff-recommended ranking and authorized award
- 2022-0628-40 Authorize the Community Relations Committee to review staff recommendations and approve awards under the Port Authority’s East Harris County parks and greenspace initiative
- 2022-0628-41 Authorize the Community Relations Committee to review staff recommendations and rank and approve awards under the Community Grants Program

Open Hearing

<u>Minute No.</u>	<u>Event/Action</u>
2022-0628-42	Ms. Shaver reported at the hearing to amend and restate the Port Authority's 401(a) Defined Contribution Plan in accordance with the IRS's "Cycle 3" restatement requirements
	Adjourn Hearing
2022-0628-43	Amend and restate the Port Authority's 401(a) Defined Contribution Plan in accordance with the IRS's "Cycle 3" restatement requirements
	M. Security and Emergency Operations (no items)
	N. Technology
2022-0628-44	Staff Report – Selected agenda items – Tom Heidt, Chief Operating Officer
2022-0628-45	Award a three-year contract, invoiced annually, to Insight Public Sector, Inc. for renewal of the Adobe Enterprise Term License Agreement for subscriptions for Adobe Acrobat, Adobe Sign, and Adobe Sign Notarize, using Texas Department of Information Resources cooperative purchase program
2022-0628-46	Issue a purchase order to SHI Government Solutions, Inc. for purchase of annual software subscription and support services for ManageEngine Service Desk ticketing software, using Texas Department of Information Resources cooperative purchase program
2022-0628-47	Award a three-year contract, invoiced annually, to Microsoft Corporation for purchase of Microsoft Unified Support Services, using Texas Department of Information Resources cooperative purchase program
	Recess Open Meeting and Convene Executive Session
	Reconvene Open Meeting
2022-0628-48	Authorize the Port Authority to enter into a lease agreement as tenant with the City of Morgan's Point on the terms discussed in Executive Session, and authorize the Executive Director to do any and all things necessary to give effect to the foregoing
2022-0628-49	Authorize the Port Authority to enter into an agreement with the Port Terminal Railway Association regarding the assessment of City of Houston drainage fees for certain Port Authority properties on the terms discussed in Executive Session, and authorize the Executive Director to do any and all things necessary to give effect to the foregoing

Minute No.

Event/Action

2022-0628-50

Authorize the Port Authority to amend the agreement for legal services with Andrews Myers PC on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all things necessary to give effect to the foregoing

Closing Remarks by Chairman and Commissioners

Adjourn Meeting

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

**Houston, Texas
June 28, 2022**

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on June 28, 2022, at 9:15 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029, and 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 his opening remarks by expressing his appreciation for those who had been working outdoors at the terminals during the heat of the summer months, and reminded the meeting attendees to take precautions by drinking water and recognizing the danger signs of dehydration and overheating.

Chairman Campo recognized the special guests in attendance, members of the Super Girls Shine Foundation, and thanked them for their special exhibit showcasing their skills and knowledge, presented prior to the Port Commission meeting. It was important to connect the dots between money granted by the Port Authority and the community, to see how it touched and affected people.

Chairman Campo took a moment to recognize Col. Timothy Vail, District Engineer and Commanding Officer for the Army Corps of Engineers, Galveston District, a position he has held since July 2019. Col. Vail's area of responsibility has spanned the Texas coast from Louisiana to Mexico. Col. Vail was retiring in July 2022 following the change of command ceremony, during which Col. Rhett Blackmon was expected to assume the command of the Galveston District.

Colonel Vail has been a strategic partner with the Port Authority acting as the non-federal sponsor, and was instrumental in the successful commencement of Project 11 and numerous other initiatives that have benefited the Houston Ship Channel. Unfortunately Col. Vail was unable to attend the Port Commission meeting; however, Chairman Campo publicly thanked him for his leadership for the Port of Houston and the entire Galveston District. The Port Authority wished him well as he moved to his next chapter and looked forward to continuing its relationship with Col. Blackmon as he assumed command.

Chairman Campo concluded his remarks by reminding everyone that there would be a Community Relations Committee meeting immediately following the conclusion of the Port Commission meeting.

Commissioner DonCarlos thanked Maria Aguirre, Director Community Relations, and Garret Berg, Manager, Community Relations and Events, for coordinating a tour on the M/V Sam Houston for the Harris County Mayors' and Councils' Association. It was an educational experience for all who attended and was well received.

(2022-0628-01) Chairman Campo called for a motion to approve the minutes of the May 24, 2022, Port Commission meeting. Commissioner Corgey moved for approval, seconded by Commissioner DonCarlos. The minutes were approved as written.

(2022-0628-02) Roger Guenther, Executive Director, presented a summary of selected financial and operational matters.

Mr. Guenther noted several recent staff retirements and milestone anniversaries. He began by recognizing retirees who had been with the Port Authority for 10 or more years:

- Kathleen M. Swift – 40 years
- Kent M. Stillwell – 40 years
- Douglas E. Johnson – 31 years
- Charles B. McCary – 28 years
- Michael B. Lyons – 16 years
- Teddie P. Lewis – 13 years
- Jon A. Williams – 12 years
- Margaret A. Hall – 12 years

Mr. Guenther also recognized employees with milestone work anniversaries:

- Thomas J. Heidt – 40 years
- Philip J. Devoll – 30 years
- Gary D. Burton – 25 years
- Andrew J. Farmer – 25 years
- Stephanie K. Maeweather – 25 years
- Kenneth A. Mifflin – 25 years
- Tito V. Ramos – 25 years
- Tracey K. Turrentin – 25 years
- Amy J. West – 25 years
- Marilyn D. Bundage – 20 years

- Gilda Ramirez – 20 years
- Nola L. Sears – 20 years

Mr. Guenther moved on to highlight selected May operational statistics:

- Business remained strong, with total tonnage through the public terminals up 24% to date over the previous year, at 21.6 million tons.
- General Cargo across the docks and through the multipurpose facilities remained robust.
 - Up 116%, handling nearly 3.3 million tons through May 2022.
 - Import steel alone was up 120%, at 2.3 million tons.
- Container activity continued at record levels.
 - Volume for 2022 was 20% higher through May.
 - At 335,866 twenty-foot equivalent units (TEUs), May 2022 was the best month in Port Authority history.
 - There were no signs of imports backing off and exports (especially plastic resins) were beginning to rebound through the container facilities.
 - Another record day of transactions through Port Authority gates was achieved during the previous week.
- In an effort to provide exceptional service to industry and extend opportunities for movement of the tremendous amount of freight moving through Houston, the Port Authority began Saturday gate hours in June 2022.
 - It was critical that industry take advantage of the extended hours provided.
 - Expanding the hours needed to be the way of the future.
 - The Port Authority had made this commitment to continued efficiency, and strongly encouraged its truckers and shippers to take advantage of the opportunity.
 - The expanded hours needed to be used collectively, as an industry.

Mr. Guenther went on to announce that the Port Authority welcomed the first zero-emissions drayage truck at its terminals on June 2, 2022, when Sunburst Truck Lines deployed a Nikola demonstration EV Class 8 tractor to transport a container from Bayport Container Terminal to Austin. Every journey began with a single step, and this was a signal of things to come, as these markets were further developed.

Zero-emissions trucks were first studied by the Port Authority in 2018 with a grant sponsored by the Texas Commission on Environmental Quality, resulting in a pilot project for use of an in-terminal electric yard mule; separately, the over-the-road concept was included in the Port Authority's Sustainability Action Plan. Mr. Guenther applauded the

initiative by Sunburst to demonstrate what could be done with clean technology in the trucking sector.

Mr. Guenther also recognized employees from the Infrastructure and People Divisions, who over May 18 and 19 each took an entire day to volunteer to build two homes in the Clinton Drive area, near the Turning Basin Terminal. Over twenty volunteers worked tirelessly each day to build the homes, and over 40 staff members participated in total. This opportunity came through the grants program; as a part of the Port Authority's partnership with Habitat for Humanity, the homes were partly funded by Port Authority grant funds. He expected there would be future opportunities for other divisions and departments to volunteer with grantees as well.

Commissioner DonCarlos then remarked that he had recently had conversations with developers in west Chambers County, and emphasized that a reefer "tsunami" was forthcoming, specifically cargo from South America, and reefer infrastructure would need to be addressed.

Mr. Guenther assured the commissioner that it was a priority and staff from the Commercial and Operations Divisions were working together to forecast this. Historically, reefer containers were a small portion of Port Authority business; however, the projected increase in volume was being included in the infrastructure investments plan.

(2022-0628-03) Appearances

(a) Chairman Campo introduced Loretta Gurnell, Executive Director, Super Girls Shine Foundation, who introduced Morgan Harris, and both addressed the Port Commission.

Ms. Gurnell explained that the number one priority of the Super Girls Shine Foundation was to change and rewrite the narrative for underrepresented and underserved girls. Morgan Harris, soon to be a doctor, was an example of what was achievable through the foundation.

Ms. Gurnell yielded the floor to Ms. Harris, who explained how the Super Girls Shine Foundation helped her to embody what STEM (science, technology, engineering, and math), or, more specifically, what STEAM (science, technology, engineering, arts, and math) was. She began in performing arts and as she moved into the STEM world, she became more interested in science, technology, engineering, and math. She became the first intern for the foundation and was able to reevaluate herself.

Ms. Harris explained how she graduated Columbia University after switching from performing arts to science. She obtained a Master of Science in molecular biology and was now a first-year medical student at Kansas City University, interested in the field of

children's health. The Super Girls Shine Foundation had been an integral part of her success.

Ms. Gurnell emphasized that the forthcoming year was pivotal. Due to the pandemic, it would take the foundation's students two to three years to get back to where they had been. The purpose of the Super Girls Shine Foundation was more relevant as the students could not wait two to three years. Thus, a forty-girl membership for the foundation in the fall was necessary, as every girl in her respective community would be a leader in the next ten to twenty years.

Ms. Gurnell wondered what skills, resources, services, support, and tools those girls would have when it came time for them to be the leaders of their communities, employees of the Port Authority, members of the Port Commission, and leaders of the City of Houston. Support for the monetary goal of \$200,000 for the Super Girls Shine Foundation helped to give the girls exposure, access, equity, and opportunity.

Ms. Gurnell concluded by introducing the members of the foundation in attendance: Kyra Thomas, a student at Rice University; Joanna Carter, the foundation's youngest researcher; Naida, the foundations coder, who was cool, calm, and collected; Naima, an energetic nine-year-old who was poised in her conversations; and Dr. Morgan.

Commissioner Cloonan was interested in learning what each of the girls wanted to be when they grew up. Each girl gave her respective response: a doctor, an astronaut, a biomedical researcher, and a social welfare program analyst.

(b) Chairman Campo recognized Leticia Gutierrez, Air Alliance Houston, who addressed the Port Commission.

Ms. Gutierrez thanked the Port Authority for its commitment to using clean air dredges, and Ms. Aguirre and Trae Camble, Director, Environmental Affairs, for setting up meetings with the Army Corps of Engineers (Army Corps). She hoped that the Army Corps would commit to using similar clean air dredges for its portion of Project 11.

Chairman Campo recognized the winning contractors for the Port Authority's portion of Project 11 for committing to go beyond Tier 1 in their dredging, and hoped the Army Corps would have similar results.

(c) Chairman Campo asked if anyone else had registered to address the Port Commission; there was no one.

(2022-0628-04) Chairman Campo recognized Kerrick Henny, Chief Government & Public Relations Officer, and Tom Heidt, Chief Operating Officer to provide a report of selected Executive agenda items.

Mr. Henny explained agenda Items F1 and F2, consultant contracts for the Port Authority's federal consultants. Both had previously played a major role in receiving funding for Project 11, Operations and Maintenance funding, as well as advocacy and Water Resources Development Act work.

Commissioner Corgey commended Mr. Henny on the job he had done.

Mr. Heidt explained Item F3 was an interlocal agreement that had been in place since 2002 for a program with the Houston Land Bank, which established a procedure to redevelop certain tax delinquent properties with the City of Houston as affordable housing. The renewal of the agreement covered 83 properties. Debt service on the Port Authority's general obligation bonds was not affected.

Commissioner DonCarlos clarified that it was basically the Port Authority contributing its delinquent taxes.

Item F4 also related to an ad valorem tax change put in place by Harris County to increase the homestead exemption for people over the age of 65 and/or disabled persons from \$229,000 to \$250,000. The Port Authority's general obligation bonds was not affected.

Mr. Heidt continued: Item F5 was a request to add fifteen full-time positions to the 2022 Operating Budget headcount due to increased volumes as detailed in Mr. Guenther's operational summary. Thirteen of the positions were in container operations, one was for the Information Technology Division, and one was for Business Equity.

(2022-0628-05) RCA F1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA F1 PASSED.

(2022-0628-06) RCA F2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA F2 PASSED.

(2022-0628-07) RCA F3 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA F3 PASSED.

(2022-0628-08) RCA F4 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA F4 PASSED.

(2022-0628-09) RCA F5 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA F5 PASSED.

Chairman Campo noted that there were no Business Equity agenda items.

(2022-0628-10) Chairman Campo recognized John Moseley, Chief Commercial Officer, to provide a report of selected agenda items.

Mr. Moseley highlighted a recent trip to Michigan where he visited with Dow Chemical; its indications showed an expected growth of 20-25% in the export of petrochemicals across the entire industry. Separately, projections across all types of imports and exports, with the exception of autos, continued to show an increase in cargo. The decrease in auto cargo was attributed to the shortage of semiconductors, with several auto manufacturers' products sitting awaiting completion as a result.

Mr. Moseley reported there were 165 current leases under management with 134 specifically under the purview of the Real Estate department. Occupancy at the Turning Basin Terminal was at 97%, with 23 inquires last month.

Mr. Moseley announced there were six requests on the agenda from the Commercial Division: two from Marketing and four from Real Estate. The real estate items were standard requests for lease renewals, a month-to-month ratification, and the approval of a grazing lease.

Agenda Item H1 was a request to extend two professional photography and videography services contracts and H2 was a request to extend two promotional item ordering services contracts – all for an additional year. The Port Commission had previously approved the contracts and staff was requesting approval of the funds to exercise the extension options for each contract.

Commissioner DonCarlos questioned if the promotional item vendors had a limited amount of products available to provide to the Port Authority, and Mr. Moseley acknowledged that there was most likely a limit. Upon review of the responses, the vendors were determined to have had the best value and selection for the price, and staff wanted to focus on small and minority-owned businesses when the next solicitation was sent out.

Commissioner DonCarlos stated candidly that the promotional items appeared inferior to those of other cities and encouraged staff to broaden its review during the next solicitation.

Commissioner Creuzot queried as to whether the contracts would be bid in the following year, and Mr. Moseley confirmed that they would be.

(2022-0628-11) RCA H1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H1 PASSED.

(2022-0628-12) RCA H2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H2 PASSED.

(2022-0628-13) RCA H3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H3 PASSED.

(2022-0628-14) RCA H4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H4 PASSED.

(2022-0628-15) RCA H5 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H5 PASSED.

(2022-0628-16) RCA H6 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H6 PASSED.

(2022-0628-17) Chairman Campo recognized Tom Heidt, Chief Operating Officer, to provide a report of selected Finance agenda items.

Mr. Heidt reported that Item I1 was an award for the development of a holistic enterprise risk management program for the Port Authority, as it did not currently have one. The program would include a business continuity component that would encompass

the entire Port Authority, instead of individual processes for each group. The Port Authority required help in the development of such a program, similar to the past development of its asset management program.

(2022-0628-18) RCA II was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Deloitte & Touche LLP; second, GHD Inc.; and third, Petrosys Solutions, Inc. (dba psitechnology Inc.), seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA II PASSED.

(2022-0628-19) Chairman Campo recognized Rich Byrnes, Chief Infrastructure Officer, to provide a report of selected agenda items.

Mr. Byrnes echoed Chairman Campo's earlier remarks about Col. Vail – he was a transformational leader that helped transform the Army Corps from a planning mindset to an execution-oriented organization. He was a tremendous leader and was working until the very last minute; for example, he would be attending a community meeting in the next week. He remarked that Col. Vail coined terms and phrases such as operating with “furious urgency now (FUN),” “shared understanding,” and “sophisticated communication.”

Chairman Campo recalled his first meeting with Col. Vail, when he stated that “the job had to get done right.”

Mr. Byrnes added a footnote to the zero-emissions truck milestone mentioned earlier in the meeting: Sunburst had a few minor hiccups during the transit, e.g. finding the right charger for the truck, but that was okay, and Sunburst had received another truck as a grant.

Mr. Byrnes continued: there were 13 items on the agenda worth approximately \$12.5 million. Item J1 pertained to the planning and design of water supply and fire protections systems at the Barbours Cut Container Terminal. This was to replace an older system with a new one.

Items J2, J3, and J6 were material testing and construction services for the rehabilitation and repair of Wharf 8 at the Turning Basin Terminal. The repairs would encompass 67 pier and beams above the water and replace the fender system; the contract had a business equity component. Item J4 was for the award of a contract for the Facility Inspection and Condition Assessment Program (FICAP) for the Port Authority's marine structures, so that the organization understood when repairs would be needed. This program was an ongoing part of the asset management program. The contract had a 24% business equity component.

Mr. Byrnes concluded with Item J9, a change order to perform additional work associated with the annual pavement replacement at the Barbours Cut and Bayport Container Terminals. More repairs were necessary to allow the rubber-tired gantry (RTG) cranes, the International Longshoremen Association (ILA) buses, and everyday commercial traffic to traverse the terminals.

Commissioner DonCarlos questioned the change order for Item J8. He wanted to know what additional quantities were discovered on the property that would require demolition. Mr. Byrnes explained that the old ammunition bunkers had been demolished but there was more material to clear than had been accounted for in the contract. The contract was valued at \$5 million, and the change order accounted for approximately 2% of the total value.

Mr. Heidt added that concrete pads had been found underneath the vegetation.

Chairman Campo quipped that he could understand how it would be difficult to assess the property as it was almost a jungle. He did emphasize that, when talking about a project valued in the billions of dollars, he got nervous about a 1% or 2% change. However, in the specific case of Item J8, he understood the circumstances.

Commissioner Mease added that the change order made sense to him as the concrete pads had been found underground.

Commissioner Fitzgerald inquired as to the status of the dredging of Port Authority slips. Mr. Byrnes acknowledged that there had been issues at both Bayport and Barbours Cut terminals. However, the company that the Army Corps was using to dredge had been working the past weeks and would be completing the work in the forthcoming days. There were scheduling complications for the dredging of the flare which caused traffic congestion at the Bayport Container Terminal.

Commissioner Fitzgerald thought that the Port Authority should explore alternative means for maintenance dredging. There were a few days that ships were unable to dock due to the delay in the dredging. Having a yearly contract with a dredging company or purchasing a dredge for the Port Authority were examples of other ways to accomplish the dredging.

Mr. Byrnes admitted that the Port Authority was not predicting the shoaling as well as it could, but a working group had been meeting for the past eight weeks to explore alternative dredging options.

Commissioner Mease felt that a coalition could be formed consisting of all the businesses along the channel that required dredging, and a dredge could be bought, a community dredge. He added that the idea had been discussed previously.

Mr. Byrnes stated that such a plan would not be much different than contracting with a dredging company. The conversation had started with some of the channel users, and the more users involved in the discussion, the more complex the terms would be.

Commissioner Corgey added that the concept of purchasing a dredge had been talked about for years. Mr. Guenther responded that the Port Authority did not have enough work by itself to justify the purchase of a dredge, and there had been previous attempts at a collective dredging contract with other private entities. He added that part of the problem was funding: the Army Corps could not lobby for funding, and so the responsibility fell to the users of the ship channel to lobby for funding to keep the channel maintained.

Mr. Byrnes added that an industry agreement to dredge the channel would also have to factor in disposal provisions.

(2022-0628-20) RCA J1 was presented. Commissioner DonCarlos moved for staff's ranking of vendors - first, RPS Group; second, Lockwood, Andrews & Newnam, Inc.; and third, KIT Professionals, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J2 PASSED.

(2022-0628-21) RCA J2 was presented. Commissioner DonCarlos moved for staff's ranking of vendors - first, McCarthy Building Companies, Inc.; and second, Orion Construction, LP, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J2 PASSED.

(2022-0628-22) RCA J3 was presented. Commissioner DonCarlos moved for staff's ranking of vendors - first, HVJ Associates, Inc.; second, Ninyo & Moore; and third, Terracon Consultants, Inc., seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J3 PASSED.

(2022-0628-23) RCA J4 was presented. Commissioner DonCarlos moved for staff's ranking of vendors - Wiss, Janey, Elstner Associates, Inc.; second, Moffatt and Nichol; and third, AECOM Technical Services, Inc. and WSP USA, Inc. (tied ranking), seconded by Commissioner Cruzot. Chairman Campo, and Commissioners Cloonan, Corgey, Cruzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J4 PASSED.

(2022-0628-24) RCA J5 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cruzot. Chairman Campo, and Commissioners

Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J5 PASSED.

(2022-0628-25) RCA J6 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J6 PASSED.

(2022-0628-26) RCA J7 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J7 PASSED.

(2022-0628-27) RCA J8 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J8 PASSED.

(2022-0628-28) RCA J9 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J9 PASSED.

(2022-0628-29) RCA J10 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J10 PASSED.

(2022-0628-30) RCA J11 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J11 PASSED.

(2022-0628-31) RCA J12 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J12 PASSED.

(2022-0628-32) RCA J13 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA J13 PASSED.

(2022-0628-33) Chairman Campo recognized Jeff Davis, Chief Port Operations Officer, to provide a report of selected agenda items.

Mr. Davis announced that several records had recently been broken. Container volumes were up and the increase in headcount was very much needed as the terminals were extremely busy. In addition, the breakbulk facilities were up 116%, with steel the big driver at an expected 5 million tons by the end of the year. Twenty-six ships were being worked presently, which was about the average for the past month.

The Bayport Container Terminal had been draft restricted for quite some time and the maintenance dredge had been present for the past month working the channel. Due to that dredge working the Bayport Ship Channel, only two ships were allowed to dock at a time, and as a result, there were currently 16 ships waiting at the buoy – the highest number to date.

Mr. Davis announced that a new record of 14,189 gate transactions had been set. Saturday gate hours had begun and had been disappointing so far: only a few thousand transactions had been completed on each Saturday. The goal was to see half the number of transactions on a Saturday as on a normal weekday: about 6,000.

The reason for the Saturday gate hours was due to truck turn times increasing over the past few years by 40%. While weekday gate hours had already been extended in an attempt to accommodate the increased gate volumes, the Saturday hours were essential to keeping the cargo moving.

Commissioner DonCarlos asked if the Port Authority had been communicating the Saturday availability to users, and Mr. Davis confirmed that staff had been putting the word out. The Commercial Division had been working diligently to broadcast the message, and direct communications with trucking companies had also been made.

Mr. Davis moved on to explain that the operating system at the terminals had been upgraded the past weekend. While such upgrades had a history of not going well, resulting in queuing of ships, the recent one was a success with no issues, and most people did not even realize it had occurred.

Mr. Davis highlighted Item K3, the ratification of an emergency chassis lease. Reefer containers were stored on chassis, which contributed to the shortage. The Port Authority received approximately \$2.1 million in assistance from the U.S. Department of Agriculture over a five-year span to assist with this.

Commissioner DonCarlos questioned whether the Port Authority had a sufficient power supply to accommodate the increase in reefer containers, and Mr. Davis assured the commissioner that there would be sufficient power, though the forecast for reefers was off

the charts. Mr. Eriksson added that a substation serving the terminals had been constructed in recent years.

Commissioner Mease asked whether the chassis would be used for storage or for hauling containers. Mr. Davis clarified that the chassis were for storage only, and were not technically street legal.

Mr. Heidt added that Item J6 was to help design placement of about 600 reefer plugs.

Commissioner Fitzgerald wondered if it was the truckers or the distributors who were not taking advantage of the Saturday gate hours, and Mr. Davis replied that staff was still assessing the transactions, but it appeared that it was a combination of both. Ideally the Saturday hours would be used to help alleviate the quantity of import boxes stored in the container terminals. In any event, users would eventually be forced to use the Saturday hours as turn times during the week had been as high as two hours.

Commissioner Fitzgerald commended staff on trying to accommodate the large influx of cargo; the Port Authority was doing everything it could.

Commissioner Mease wondered if extended hours into the evening could be implemented during the week since days were longer, and Mr. Davis explained that hours had already been expanded as the gates opened at 6:00 a.m. as opposed to 7:00 a.m. The Port Authority had offered extended night hours in the past but did not see much participation, and industry had indicated that Saturday hours were preferable to weekday night hours.

Mr. Davis emphasized that truckers could not make a living on two hour turn times and the Port Authority could not be open only 40 hours a week.

Commissioner Creuzot asked if the volume at West Coast ports had grown as well, and Mr. Davis stated that it had.

Commissioner DonCarlos asked if there had been any kind of increase in transactions from the first open Saturday to the latest. Mr. Davis said there had not; each Saturday had averaged approximately 2,000 transactions.

Mr. Moseley stated that staff had been engaging with importers and exporters, but the warehousing business needed to push the Saturday hours – the trucks needed a place to go to on Saturday.

Mr. Guenther added that there was not any single thing causing underutilization of the Saturday hours, adding that retailers had overstocked warehouses full of inventory and

so were letting containers sit at the terminals. Saturday hours needed to be successful or industry would have to accept a different level of service than what had been provided.

Commissioner Mease added that industry could adjust its schedule as well, working from Tuesday to Saturday. Users needed to figure out how to fully utilize the expanded hours.

Commissioner Fitzgerald concluded by noting that all ports were having the same issues, and no one port had a competitive advantage in the matter.

(2022-0628-34) RCA K1 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K1 PASSED.

(2022-0628-35) RCA K2 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K2 PASSED.

(2022-0628-36) RCA K3 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K3 PASSED.

(2022-0628-37) Chairman Campo recognized Jessica Shaver, Chief People Officer, to provide a report of selected agenda items.

Ms. Shaver explained Item L1, pertaining to short- and long-term disability coverage, was bid earlier than usual to allow the Human Resources (HR) department sufficient time to ensure a seamless transition, as it had been very busy the past year dealing with COVID-19 related issues.

Ms. Shaver recognized the HR, Risk Management, Legal, Emergency Management, and Maintenance teams for their responses to the COVID-19 pandemic. Many staff members had worked nights and weekends.

Item L2 was for a contract for the design and implementation of an incentive pay structure and for the review of the performance management system. This allowed the Port Authority to analyze its programs and keep pace with the commercial sector. Items L3 and L4 were for the Community Relations Committee to review staff recommendations for the Community Grants Program and the East Harris County parks initiative.

(2022-0628-38) 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.

(2022-0628-39) RCA L2 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Gallagher Benefits Services, Inc.; second, EZ Business Consulting, LLC; and third, Mercer (US) Inc., seconded by Commissioner Creuzot. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L2 PASSED.

(2022-0628-40) RCA L3 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 L3 PASSED.

(2022-0628-41) RCA L4 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 L4 PASSED.

(2022-0628-42) Chairman Campo opened a public hearing to discuss the Port Authority's 401(a) Defined Contribution Plan in accordance with the IRS's "Cycle 3" restatement requirements.

Ms. Shaver explained the Port Authority was required to restate its pre-approved plan documents every six years to incorporate law changes, procedural changes, and any discretionary amendments that had been adopted since the last restatement. The restatement was not intended to substantively change the plan.

Chairman Campo adjourned the hearing.

(2022-0628-43) RCA L5 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L5 PASSED.

Chairman Campo noted that there were no Security and Emergency Operations agenda items.

(2022-0628-44) Chairman Campo recognized Tom Heidt, Chief Operating Officer, to provide a report of selected Technology agenda items.

Mr. Heidt noted that there were three items on the agenda. Item N1 was for the Adobe license agreement, Item N2 was the annual software subscription for ManageEngine ticketing software, used for tracking every asset owned by the Port Authority, and Item N3 was for Microsoft support services. The Port Authority had previously tried to use a third party for the Microsoft support services and it did not work out.

(2022-0628-45) RCA N1 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N1 PASSED.

(2022-0628-46) RCA N2 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N2 PASSED.

(2022-0628-47) RCA N3 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgy, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N3 PASSED.

Chairman Campo called for an Executive Session and asked Mr. Eriksson to make the following announcement:

It is now 10:25 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*), including consultations regarding (i) Foreign Trade Zone No. 84, (ii) assessment of City of Houston drainage fees for certain Port Authority properties, and (iii) proposed amendment to the agreement for legal services with Andrews Myers, P.C.; deliberate regarding (2) Real Estate (*Section 551.072, Texas Open Meetings Act*), including deliberation regarding (i) possible acquisition of Houston Ship Channel property west of Mayo Shell Road, and (ii) leasing of Morgan's Point property; (3) Economic Development Negotiations or Incentives (*Section 551.087, Texas Open Meetings Act*); (4) Employment and Evaluation of Public Officers and Employees (*Section 551.074, Texas Open Meetings Act*), including deliberations regarding public employees; 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.

At 11:06 a.m., Chairman Campo reconvened the open meeting 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

(2022-0628-48) Commissioner Creuzot moved to authorize the Port Authority to enter into a lease agreement as tenant with the City of Morgan's Point on the terms discussed in Executive Session, and authorize the Executive Director to do any and all things necessary to give effect to the foregoing, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.

(2022-0628-49) Commissioner Cloonan moved to authorize the Port Authority to enter into an agreement with the Port Terminal Railway Association regarding the assessment of City of Houston drainage fees for certain Port Authority properties on the terms discussed in Executive Session, and authorize the Executive Director to do any and all things necessary to give effect to the foregoing, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.

(2022-0628-50) Commissioner Fitzgerald moved to authorize the Port Authority to amend the agreement for legal services with Andrews Myers PC on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all things necessary to give effect to the foregoing, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.

At 11:10 a.m., Chairman Campo adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the June 28, 2022 meeting of the Port Commission of the Port of Houston Authority.



Ric Campo, Chairman



Erik A. Eriksson, Secretary

F. EXECUTIVE

Subject	1. Award a professional services contract to Pendulum Strategies, LLC for federal governmental policy consulting and support in an amount not to exceed \$120,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award a professional services contract to Pendulum Strategies, LLC, for federal governmental policy consulting and support, in an amount not to exceed \$120,000, for a one-year term effective July 1, 2022, and further authorize the Executive Director to do any and all things in his opinion reasonable for necessary to give effect to the foregoing.

Category:

Awards, Amendments, & Change Orders

Department:

Government Relations

Staff Contact:

Cam Spencer/Kerrick Henny

Background:

The Port Authority currently contracts with Pendulum Strategies, LLC to consult on federal policy priorities, assist in developing strategic plans and objectives, and facilitate effective communication with government officials and their staffs.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize a twelve-month contract with Pendulum Strategies, LLC for continued federal consulting and support services.

F. EXECUTIVE

Subject	2. Award a professional services contract to Cassidy and Associates for federal governmental policy consulting and support in an amount not to exceed \$260,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award a professional services contract to Cassidy and Associates for federal governmental policy consulting and support, in an amount not to exceed \$260,000 for a one-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:

Awards, Amendments & Change Orders

Department:

Government Relations

Staff Contact:

Cam Spencer/Kerrick Henny

Background:

In order to advance the project to widen and deepen the Houston Ship Channel, Port Authority staff has sought additional support to assist in its work with the U.S. Army Corps of Engineers regarding the Houston Ship Channel Expansion Improvement Project (Project 11) and moving forward, with staff's efforts to obtain funding for Project 11.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize a twelve-month contract with Cassidy and Associates for continued federal consulting and support services.

F. EXECUTIVE

Subject	3. Enter into an Interlocal Agreement regarding the City of Houston New Home Development Program to provide city-wide affordable housing.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its meeting of June 28, 2022, authorize the Port Authority to enter into an Interlocal Agreement regarding the City of Houston New Home Development Program to provide city-wide affordable housing, 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:

Legal

Staff Contact:

Erik Eriksson

Background:

In 2002, the Port Commission approved an Urban Redevelopment Interlocal Agreement with the City of Houston, Harris County, Harris County Flood Control District, Harris County Hospital District, Houston Independent School District (HISD), Houston Community College System, Harris County Department of Education, and the Land Assemblage Redevelopment Authority (LARA, now known as the Houston Land Bank). The agreement established a procedure to permit LARA to redevelop certain tax delinquent properties within the City of Houston as affordable housing.

- The agreement became effective in 2003.
- A 2005 amendment to the agreement added additional properties for redevelopment under its terms.
- The 2009 amendment extended the agreement and clarified that it was applicable only to properties LARA acquired by strikeoff at a tax foreclosure sale, i.e. where no consideration is paid, and delinquent taxes are relinquished by the affected taxing units.
- A restated agreement in 2015 extended its term and removed properties.
- The restated agreement expired in 2017.

A representative of the City of Houston Housing and Community Development Department has now informed staff that Harris County (including the flood control and hospital districts), HISD, and the Harris County Department of Education have approved another renewal of the agreement covering 83 properties.

Under the new agreement, the city would credit HISD \$124,500 for its interest in these properties, and the city's New Home Development Program, in partnership with the Houston Land Bank, would develop new homes on them for sale to homebuyers with incomes at and below 80% of the area median income. Forty-one homes have been completed to date, with another nineteen under construction.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize the Port Authority to enter into the renewed Interlocal Agreement.

F. EXECUTIVE

Subject	4. Order Partially Exempting Certain Residential Homesteads from Ad Valorem Taxes.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve and adopt the attached "Order Approving Amounts of Appraised Values of Certain Residential Homesteads Exempt from Ad Valorem Taxes for Tax Year 2022 and all Future Years, Unless Revised", 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:

Executive

Staff Contact:

Erik Eriksson

Background:

Pursuant to the Texas Tax Code §11.13, taxing units, including the Port Authority, must adopt the amount of their tax exemptions for the 2022 tax year before July 1, 2022. Tax Code §§11.13(d)(1) and (e) also authorizes the Port Commission to exempt from property taxation no less than \$3,000 of the appraised value of the residence homestead of an individual who is disabled or is 65 years old or older.

For eligible taxpayers, the Port Authority currently provides a homestead exemption equal to 20% of the value of a home plus a \$229,000 exemption for eligible homeowners who are age 65 or over, or disabled.

Staff is informed by the Harris County Office of Budget Management that in 2021, about 77,000 homeowners who were 65 or older or disabled had a portion of their property subject to county property taxes, after all exemptions were applied. The office further estimates that due to rising appraisals, 15,000 more of those homeowners would have to pay county taxes in 2022 if the exemptions remained the same; however, raising the exemption to \$250,000 would result in about only 2,000 additional homeowners paying such county taxes.

Staff Evaluation/Justification:

Port Authority staff recommends that the Port Commission adopt an order in the form attached as Exhibit "A," whereby it will exercise its authority to exempt from property taxes portions of the appraised value of certain residence homesteads for the Tax Year 2022 and thereafter, as follows:

- \$5,000 or 20% of the appraised value, whichever is greater, of an adult's residence homestead; and
- \$250,000 of the appraised value of residence homestead of an individual who is disabled; or
- \$250,000 of the appraised value of residence homestead of an individual who is 65 years old or older.

As in the past, including in connection with the Port Commission action on this matter at its June 2020 meeting, these exemptions will be in accord with Harris County practice, which was most recently amended at its June 14, 2022 meeting.

**ORDER APPROVING AMOUNTS OF APPRAISED VALUES
OF CERTAIN RESIDENTIAL HOMESTEADS
EXEMPT FROM AD VALOREM TAXES
FOR TAX YEAR 2022 AND ALL FUTURE YEARS,
UNLESS REVISED**

THE STATE OF TEXAS §
COUNTY OF HARRIS §
PORT OF HOUSTON AUTHORITY §

Texas Tax Code §11.13(d)(1) and (e) authorizes the Port Commission of the Port of Houston Authority of Harris County, Texas, to exempt from property taxation \$3,000 of the appraised value of the residence homestead of an individual who is disabled or is 65 years old or older, unless a larger amount is specified by the Port Commission.

The Port Commission desires to approve certain larger appraised value amounts of exemptions to be granted for certain residence homesteads.

ORDER

Pursuant to Texas Tax Code §11.13(d)(1) and (e), as amended, the Port Commission of the Port of Houston Authority of Harris County, Texas exempts from ad valorem taxation for tax year 2022 and all future years, unless revised, the following amounts of the appraised value of a residence homestead:

- a. \$5,000 or 20% of the appraised value, whichever is greater, of an adult's residence homestead; and
- b. \$250,000 of the appraised value of the residence homestead of an individual who is disabled; or
- c. \$250,000 of the appraised value of the residence homestead of an individual who is 65 years old or older.

PASSED AND APPROVED this June 28, 2022.



Ric Campo
Chairman, Port Commission
Port of Houston Authority of Harris County, Texas

ATTEST:


Erik Eriksson
Secretary

F. EXECUTIVE

Subject	5. Approve an additional fifteen full-time positions to the 2022 Operating Budget headcount, associated with record container business and development of the Port Authority Business Equity program.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve an additional fifteen full-time positions to the 2022 Operating Budget headcount, associated with record container business and development of the Port Authority Business Equity program, 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:
Executive

Staff Contact:
Tom Heidt

Background:
By Minute No. 2021-1026-15, the Port Commission approved the 2022 Operating Budget, which included a headcount increase of twenty-two positions, taking the approved positions from 744 to 766.

Due in large part to the unprecedented 20% volume increase at the container terminals, and starting of Saturday gates, staff has identified a need for additional headcount outside the normal budgetary process. These positions would include thirteen in container operations, one in Information Technology, and one in Business Equity.

The increased volume and the additional gate hours have impacted our staff utilization and staff believes that the current workforce cannot be expected to continue to perform at required service levels without these added positions.

Staff Evaluation/Justification:
Staff recommends that the Port Commission approve the request to increase the Operating Budget headcount by an additional fifteen full-time positions.

H. COMMERCIAL

Subject	1. Approve two one-year contract extensions each not to exceed \$60,000, for professional photography and videography services, with CK Productions and Drew Donovan Photography.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve two one-year contract extensions each not to exceed \$60,000, for professional photography and videography services, with CK Productions and Drew Donovan Photography, 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	<p>STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)</p> <p>Strategic Objective 3b. - Demonstrate transparency and accountability</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)</p> <p>Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:

Awards, Amendments & Change Orders

Department:

Commercial

Staff Contact:

Christine Abbruscato

Background:

The Port Authority regularly uses photographers to obtain images and video recordings of meetings with public officials, special events, Port Authority operations, and other activities. These materials are used in connection with the Port Authority's public outreach efforts and promotional activities, including those that support the development of regional maritime commerce as well as Port Authority terminal and other business activities. These services are obtained from two providers on a regular basis to adequately support the Port Authority's marketing and public relations efforts.

Both vendors have provided exemplary work in their two-year contract terms and fulfill the Port Authority's photography and videography needs.

Staff Evaluation/Justification:

Staff recommends that the Port Commission approve one-year contract extensions with both CK Productions and Drew Donovan Photography in an amount not to exceed \$60,000 each.

H. COMMERCIAL

Subject	2. Approve two one-year contract extensions, each not to exceed \$83,333, for promotional item ordering services, with STS Brand LLC and World of Promotions, Inc.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award two one-year contract extensions, each not to exceed \$83,333, for promotional item ordering services, with STS Brand LLC and World of Promotions, Inc., 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	<p>STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)</p> <p>Strategic Objective 1a. - Retain, engage, develop, and attract talent</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)</p> <p>Strategic Objective 4c. - Support development of a robust Regional maritime workforce</p> <p>Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:

Awards, Amendments & Change Orders

Department:

Commercial

Staff Contact:

Christine Abbruscato

Background:

The Port Authority regularly uses vendors to supply promotional items and apparel services to support the various internal departments in the organization conducting outreach and participating in external events.

Staff Evaluation/Justification:

Both vendors have provided satisfactory work during their two-year contract terms supporting the Port Authority's promotional item ordering needs and meeting branding guidelines provided by the Marketing, Branding, and External Communications department.

Staff recommends the Port Commission approve one-year contract extensions with both STS Brand LLC and World of Promotions, Inc. in an amount not to exceed \$83,333 each.

H. COMMERCIAL

Subject	3. Approve a grazing lease for a three-year term with Calvin Hearne Jr. for approximately 34.35 acres out of Block 4 at Rosa Allen, effective no earlier than July 1, 2022, at an annual base rent of approximately \$687.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve a grazing lease for a three-year term with Calvin Hearne Jr. for approximately 34.35 acres out of Block 4 at Rosa Allen, effective no earlier than July 1, 2022, at an annual base rent of approximately \$687, 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	<p>STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)</p> <p>Strategic Objective 3a. - Cultivate key relationships to accomplish common goals</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)</p> <p>Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:

Leases

Department:

Real Estate

Staff Contact:

R. D. Tanner

Background:

Calvin Hearne Jr. has requested that the Port Authority lease approximately 34.35 acres out of Block 4 at Rosa Allen for a three-year term. Calvin Hearne Jr. plans to use the property solely for the grazing of livestock.

Prior to the proposed lease with Calvin Hearne Jr., by Minute No. 2019-0326-21, the Port Authority leased the 34.35-acre property to Mr. Schoeneman under a three-year term grazing lease, which expired May 31, 2022. Mr. Schoeneman had been on the property since 2000 and has also used the property solely for the grazing of livestock.

Grazing leases provide the Port Authority the benefits of a tenant in possession of its properties, decreasing the risk of activities such as illegal dumping and trespassing, and other helpful management of these properties.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed lease with Calvin Hearne Jr. under the terms described above.

H. COMMERCIAL

Subject	4. Ratify the extended term of a month-to-month lease with Hansen-Mueller Co., commencing August 1, 2022 for approximately 1.39 acres out of Block 17B at Turning Basin, at an annual base rent of approximately \$58,263.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, ratify the extended term of a month-to-month lease with Hansen-Mueller Co., commencing August 1, 2022 for approximately 1.39 acres out of Block 17B at Turning Basin, at an annual base rent of approximately \$58,263, 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	<p>STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)</p> <p>Strategic Objective 3a. - Cultivate key relationships to accomplish common goals</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)</p> <p>Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:

Leases

Department:

Real Estate

Staff Contact:

R. D. Tanner

Background:

The Port Authority currently has a month-to-month lease with Hansen-Mueller Co. (Hansen-Mueller) for 1.39 acres out of Block 17B at Turning Basin that will have been in effect for more than one year after August 1, 2022. Hansen-Mueller's current annual base rent is approximately \$58,263 and is based upon the current premium rate for a month-to-month lease agreement. Hansen-Mueller uses the leased premises for container truck storage and a truck queue area.

An amendment to the Texas Water Code adopted in the 2011 State of Texas legislative session requires that the Port Commission authorize month-to-month lease agreements in effect for more than one year.

Staff Evaluation/Justification:

Staff recommends the Port Commission ratify the extended term of a month-to-month lease with Hansen-Mueller under the terms described above.

H. COMMERCIAL

Subject	5. Approve an amendment to the lease with Texas Stevedoring Services, LLC, for approximately 1,276 square feet of office space in the Barbours Cut Administrative building, to extend the term for two years effective no earlier than August 1, 2022, at an annual base rent of approximately \$26,282, subject to annual base rent escalation of 3%.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve an amendment to the lease with Texas Stevedoring Services, LLC, for approximately 1,276 square feet of office space in the Barbours Cut Administration building, to extend the term for two years effective no earlier than August 1, 2022, at an annual base rent of approximately \$26,282 subject to annual base rent escalation of 3%, 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	<p>STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships) Strategic Objective 3a. - Cultivate key relationships to accomplish common goals</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:
Leases

Department:
Real Estate

Staff Contact:
R. D. Tanner

Background:
By Minute No. 2017-0627-06, the Port Commission approved a two-year lease with Hapag-Lloyd (America) LLC for approximately 1,276 square feet of office space in the Barbours Cut Administration building to use for general office purposes.

By Minute No. 2019-0521-11, the Port Commission approved an assignment of the lease described above from Hapag-Lloyd (America) LLC to Texas Stevedoring Services, LLC (Texas Stevedoring) and an amendment to such lease to extend the term for an additional three years, to terminate July 31, 2022.

Texas Stevedoring has requested that the Port Authority extend the term of the lease for an additional two years, and intends to continue to use the property for the purpose described above.

Staff Evaluation/Justification:
Staff recommends the Port Commission approve the proposed lease amendment under the terms described above.

H. COMMERCIAL

Subject	6. Approve an amendment to the lease with BWC Terminals LLC for approximately 2.325 acres out of Southside Property, including approximately 602 linear feet of rail at Upper Level Road across from the guardhouse at Avenue P, to extend the term for five years, effective no earlier than August 1, 2022, at an annual base rent of approximately \$73,976, subject to annual rent escalation of the greater of 3% or the increase in the Consumer Price Index.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve an amendment to the lease with BWC Terminals LLC for approximately 2.325 acres out of Southside Property, including approximately 602 linear feet of rail at Upper Level Road across from the guardhouse at Avenue P, to extend the term for five years, effective no earlier than August 1, 2022, at an annual base rent of approximately \$73,976, subject to annual rent escalation of the greater of 3% or the increase in the Consumer Price Index, 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	<p>STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)</p> <p>Strategic Objective 3a. - Cultivate key relationships to accomplish common goals</p> <p>STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)</p> <p>Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port</p>

Category:

Leases

Department:

Real Estate

Staff Contact:

R.D. Tanner

Background:

By Minute No. 2017-0131-15, the Port Commission authorized a five-year lease with Contanda Terminals LLC (now known as BWC Terminals LLC) for approximately 1.891 acres out of Southside Property, including approximately 640 linear feet of rail at Upper Level Road across from the guardhouse at Avenue P. The property is used for bulk liquid storage operations and rail operation.

By Minute No. 2017-0725-09, the Port Commission authorized an amendment to the lease with Contanda Terminals LLC to amend the leased premises from 1.891 acres to 2.325 acres, including approximately 602 linear feet of rail at Upper Level Road across from the guardhouse at Avenue P.

On or around July 22, 2020, Contanda Terminals LLC changed its legal name to BWC Terminals LLC. This name change did not constitute a "Transfer" under the lease.

BWC Terminals LLC has now requested that the Port Authority extend the term of the lease for an additional five years. It intends to continue to use the property for the purpose described above.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed lease amendment on the terms described above.

I. FINANCE

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$138,000 for development of a formal Enterprise Risk Management program to the top-ranked proposer: staff ranking – first, Deloitte & Touche LLP; second, GHD Inc.; and third, Petrosys Solutions, Inc. (dba psitechnology Inc.).
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of the proposers offering the best value to the Port Authority, based on the selection criteria, in the following order – first, Deloitte & Touche LLP; second, GHD Inc.; and third, Petrosys Solutions, Inc. (dba psitechnology Inc.); (b) award a professional services contract to Deloitte & Touche LLP for development of a formal Enterprise Risk Management (ERM) program in an amount not to exceed \$138,000; (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 #4 - STEWARDSHIP (Create Greater Value for the Region)

Category:

Awards, Amendments & Change Orders

Department:

Risk Management

Staff Contact:

Norma Essary

Background:

The proposed project consists of development of a formal Enterprise Risk Management (ERM) program to include proposed risk framework modeling and governance action plans surrounding strategic risks and business continuity.

The services under this scope would prepare for development of a holistic enterprise risk model for managing organizational risk and opportunities that have the potential of affecting strategic objectives and operations.

The Port Authority notified vendors regarding its request for proposals (RFP) for sample analytical plans and reports using the Port Authority's BuySpeed Eprocurement System and advertised on the Port Authority's website and in a local newspaper. Twenty-four vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On June 7, 2022, four 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 providing best value for the required services:

- Deloitte & Touche LLP
- GHD Inc.
- Petrosys Solutions, Inc. (dba psitechnology Inc.)

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Deloitte & Touche LLP for the development of a formal ERM program to include proposed risk framework modeling and governance action plans surrounding strategic risks and business continuity and act as otherwise described above.

J. INFRASTRUCTURE

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$615,475 for the planning and design of water supply and fire protection systems at Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, RPS Group; second, Lockwood, Andrews & Newnam, Inc.; and third, KIT Professionals.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of the most qualified vendor, based on the selection criteria, in the following order – first, RPS Group; second, Lockwood, Andrews & Newnam, Inc.; and third, KIT Professionals; (b) award a professional services contract to RPS Group for the planning and design of water supply and fire protection systems at Barbours Cut Terminal in an amount not to exceed \$615,475; (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 proposed scope of work for this project includes:

- Data collection, hydraulic modeling, selection of storage tank location and planning studies to determine power and telecommunication requirements;
- Surveying, geotechnical, and utility investigations to support engineering analysis and design of a ground storage tank and pumping station; and
- Other specialized tasks to support the design effort to achieve adequate potable water services and fire protection flows at the wharves.

Staff may request Port Commission authorization at a later date to amend this contract to include construction phase services.

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

Staff Evaluation/Justification:

On February 9, 2022, nine 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:

- RPS Group
- Lockwood, Andrews & Newnam, Inc.
- KIT Professionals, Inc.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to RPS Group for the planning and design of water supply and fire protection systems at Barbours Cut Terminal and act as otherwise described above.

J. INFRASTRUCTURE

Subject	2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$10,078,950 for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, McCarthy Building Companies, Inc.; and second, Orion Construction, LP.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, McCarthy Building Companies, Inc.; and second, Orion Construction, LP; (b) award a contract to McCarthy Building Companies, Inc. for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal, in an amount not to exceed \$10,078,950; (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:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The proposed scope of work for this project includes:

- Repair of approximately sixty-seven piles, both above and below the water,
- Installing four new piles to replace two broken piles that cannot be repaired,
- Repair of spalled areas on the top of the deck,
- Repair of beams located under the deck,
- Patching the steel bulkhead,
- New fender installation, and
- Repair of backland pavement.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) 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 March 23, 2022, three CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria; one vendor was deemed non-responsive. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- McCarthy Building Companies, Inc.
- Orion Construction, LP

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

J. INFRASTRUCTURE

Subject	3. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$60,000 to perform construction material testing for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, HVJ Associates, Inc.; second, Ninyo & Moore; and third, Terracon Consultants, Inc.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, HVJ Associates, Inc.; second, Ninyo & Moore; and third, Terracon Consultants, Inc.; (b) award a professional services contract to HVJ Associates, Inc. to perform construction material testing for the rehabilitation and repair of Wharf No. 8 at Turning Basin Terminal, in an amount not to exceed \$60,000; (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:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This procurement includes construction material testing services during the proposed construction of rehabilitation and repair of Wharf No. 8 at Turning Basin 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 materials installed by the contractor. This procurement would provide such third-party inspection services.

The Port Authority notified vendors regarding its request for qualifications (RFQ) 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-one vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On March 23, 2022, six 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:

- HVJ Associates, Inc.
- Ninyo & Moore
- Terracon Consultants, Inc.

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

J. INFRASTRUCTURE

Subject	4. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$688,000 for the facility inspection and condition assessment program (FICAP) of marine structures for 2022 to the top-ranked proposer: staff ranking – first, Wiss, Janey, Elstner Associates, Inc.; second, Moffatt and Nichol; and third, AECOM Technical Services, Inc. and WSP USA, Inc. (tied ranking).
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Wiss, Janey, Elstner Associates, Inc.; second, Moffatt and Nichol; and third, AECOM Technical Services, Inc. and WSP USA, Inc. (tied ranking); (b) award a professional services contract to Wiss, Janey, Elstner Associates, Inc. for the facility inspection and condition assessment program (FICAP) of marine structures for 2022, in an amount not to exceed \$688,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendors and proceed to the next vendors 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:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The scope of this project is to conduct facility inspection and condition assessment of a selected number of marine structures.

The Port Authority notified vendors regarding its request for qualifications (RFQ) 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-four vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On Nov 17, 2021, seven 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:

- Wiss, Janney, Elstner Associates, Inc.
- Moffatt and Nichol
- AECOM and WSP USA, Inc. (tied ranking)

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Wiss, Janney, Elstner Associates, Inc. and act as otherwise described above.

J. INFRASTRUCTURE

Subject	5. Amend the professional services contract with Moffatt & Nichol to perform additional services for analysis and design for the rehabilitation and repair of Wharf 8 at Turning Basin Terminal in an amount not to exceed \$68,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, amend the professional services contract with Moffatt & Nichol to perform additional services for analysis and design for the rehabilitation and repair of Wharf 8 at Turning Basin Terminal in an amount not to exceed \$68,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2020-0520-18, the Port Commission awarded a professional services contract to Moffatt & Nichol for analysis and design for the rehabilitation and repair of Wharf 8 at Turning Basin Terminal.

This proposed amendment would consist of the following:

- Determination of the impact dredging of the channel at Wharf 8, and
- Dive inspection in the Construction Support Phase of the project.

Staff Evaluation/Justification:

Staff has reviewed Moffatt & Nichol's proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

J. INFRASTRUCTURE

Subject	6. Amend the professional services contract with AECOM Technical Services, Inc. to perform services for the planning and design for reconstruction of eighty-seven acres of container yard at Barbours Cut Terminal in an amount not to exceed \$182,650.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve an amendment to the professional services contract with AECOM Technical Services, Inc. to perform services for planning and design for reconstruction of eighty-seven acres of container yard at Barbours Cut Terminal in an amount not to exceed \$182,650, 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:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2021-0525-16, the Port Commission awarded a professional services contract to AECOM Technical Services, Inc. for planning and design for reconstruction of eighty-seven acres of container yard at Barbours Cut Terminal. The original contract, totaling \$1,095,381, did not contemplate this amendment to complete additional design work.

This proposed amendment would consist of the following:

- Additional Project Management cost needed for the design of the new reefer rack system, and
- Additional geotechnical and design services associated for the design of the new reefer rack system, to increase reefer storage capacity.

Staff Evaluation/Justification:

Staff has reviewed AECOM Technical Services, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

J. INFRASTRUCTURE

Subject	7. Approve a change order with Harper Brothers Construction, LLC to perform additional work associated with Port Road expansion and drainage at Bayport Container Terminal in a net amount of \$167,940.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve a change order with Harper Brothers Construction, LLC to perform additional work associated with Port Road expansion and drainage at Bayport Container Terminal in a net amount of \$167,940, 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:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2020-0623-21, the Port Commission awarded a construction contract for Port Road expansion and drainage at Bayport Container Terminal.

This proposed change order addresses quantity overruns and underruns, along with addition pipeline work needed to resolve utility conflicts, and payment for Union Pacific flagmen needed for work within the railroad easement.

This is the first change order to this contract, for a total change order value to date of \$167,940, which is a .889% increase of the total contract value.

Staff Evaluation/Justification:

Port Authority staff has reviewed the proposal submitted by Harper Brothers Construction, LLC and found it to be fair and reasonable, and therefore staff recommends that the Port Commission authorize this change order.

J. INFRASTRUCTURE

Subject	8. Approve a change order with R & T Ellis Excavating, Inc. to perform additional work associated with site preparation at the Beltway 8 property in an amount not to exceed \$120,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve a change order with R & T Ellis Excavating, Inc. to perform additional work associated with site preparation at the Beltway 8 property in an amount not to exceed \$120,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Channel Improvement

Staff Contact:

Lori Brownell

Background:

By Minute No. 2022-0427-22, the Port Commission awarded a construction contract to R & T Ellis Excavating, Inc. for site preparation of the Port Authority's Beltway 8 property for a not to exceed value of \$5,950,000.

The project is preparing the Port Authority's Beltway 8 property for use as a one-time dredged materials placement area to support deepening and widening of the Houston Ship Channel Expansion Channel Improvement Project (Project 11). The project includes construction of a temporary access road, clearing and grubbing of vegetative materials, and demolition of existing concrete structures and roadways.

This proposed change order addresses demolition of additional quantities discovered during clearing activities.

This is the first change order to this contract, for a total change order value to date of \$120,000, which is 2% of the total contract value.

Staff Evaluation/Justification:

Port Authority staff has reviewed the proposal submitted by R & T Ellis Excavating, Inc. and found it to be fair and reasonable, and therefore staff recommends that the Port Commission authorize this change order.

J. INFRASTRUCTURE

Subject	9. Approve a change order with Jerdon Enterprise, L.P. to perform additional work associated with the annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal 2021-2022 in an amount not to exceed \$618,666.56.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, approve a change order with Jerdon Enterprise, L.P. to perform additional work associated with the annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$618,666.56, 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:

The Port Commission, at its December 7, 2021 meeting, previously awarded a contract to Jerdon Enterprise, L.P. in an amount not to exceed \$2,700,000 for annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal for 2021 and 2022. Subsequently, at its April 26, 2022 meeting, the Port Commission approved a change order in the amount of \$604,120 to address overtime and a scope increase for Task Order No. 6.

This change order would immediately permit additional and expedited concrete work at Barbours Cut Container Terminal to address a safety concern at this location: damage in the area has resulted in rubber-tired gantry travel over asphalt instead of concrete.

This second change order would result in a total change order value to date of \$1,227,786.56, which is approximately 45% of the original contract value.

Staff Evaluation/Justification:

Port Authority staff has reviewed the proposal submitted by Jerdon Enterprise, L.P. for this work and found it to be fair and reasonable.

Therefore, staff recommends that the Port Commission authorize this change order.

J. INFRASTRUCTURE

Subject	10. Issue (i) three pipeline licenses for a sanitary sewer line, two potable water lines, and one water line and a valve site, (ii) a distribution/transmission line license for a telephone line, and (iii) a private road crossing, to Sasol Chemicals (USA) LLC under, across, and over the Port Terminal Railroad Association Northside Mainline railroad right-of-way west of Haden Road.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, authorize the Port Authority to issue (i) three pipeline licenses for a sanitary sewer line, two potable water lines, and one water line and a valve site, (ii) a distribution/transmission line license for a telephone line, and (iii) a private road crossing, to Sasol Chemicals (USA) LLC under, across, and over the Port Terminal Railroad Association Northside Mainline railroad right-of-way west of Haden Road, 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:

Sasol Chemicals (USA) LLC, has applied for the following, Port Authority File No. 2022-0164, for one 2-inch sanitary sewer pipeline, Port Authority File No. 2022-0165, for one 6-inch potable water line and one 2-inch potable water line, Port Authority File No. 2022-0166 (formerly 1995-0119), for one 8-inch water line and a 12-foot by 16-foot valve site, Port Authority File No. 2022-0167 (formerly MO-P-0062), for a telephone line crossing, and Port Authority File No. 2022-0168 (formerly MO-P-0062-A), for a private road crossing. These lines and private road crossing are under, across, and over the Port Terminal Railroad Association Northside Mainline railroad right-of-way west of Haden Road in the Richard & Robert Vince Survey, A-76.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The licenses are subject to the Port Authority's usual terms and conditions and at a fee of \$92,802. The \$675 application fee for each license has been paid.

Staff recommends approval.

J. INFRASTRUCTURE

Subject	11. Issue a pipeline license to Air Products, LLC for one 10-inch hydrogen pipeline crossing under Cedar Bayou north of Interstate 10.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, authorize the Port Authority to issue a pipeline license to Air Products, LLC for one 10-inch hydrogen pipeline crossing under Cedar Bayou north of Interstate 10, 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:

Air Products, LLC, Port Authority File No. 2022-0146, has applied for a pipeline license for one 10-inch hydrogen pipeline crossing under Cedar Bayou north of Interstate 10 in the William Bloodgood League, A-4.

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 \$6,363. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.

J. INFRASTRUCTURE

Subject **12. Issue a transmission line license to City of Houston for installation of new traffic signal loops adjacent to Clinton Drive and across from Port Houston Gate 8, leading into the Port Terminal Railroad Association North Rail Yard.**

Meeting Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its June 28, 2022 meeting, authorize a transmission line license to City of Houston for installation of new traffic signal loops adjacent to Clinton Drive and across from Port Houston Gate 8, leading into the Port Terminal Railroad Association North Rail Yard, 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:

City of Houston, Port Authority File No. 2022-0117, has applied for a transmission line license for the installation of new traffic signal loops adjacent to Clinton Drive and across from Port Houston Gate 8, leading into the Port Terminal Railroad Association North Rail Yard, in the William P Harris & Robert Wilson Survey, A-32.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. Staff recommends the license fee be waived. The \$675 application fee has been paid.

Staff recommends approval.

J. INFRASTRUCTURE

Subject	13. Approve a ten-year private adjacency barge fleeting lease agreement to Campbell Transportation Company, Inc. for approximately 5.03 acres of submerged lands in Old River, at an initial monthly base rent of \$1,509 subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, authorize the Port Authority to approve a ten-year private adjacency barge fleeting lease agreement to Campbell Transportation Company, Inc. for approximately 5.03 acres of submerged lands in Old River, at an initial monthly base rent of \$1,509 subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index, 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:
Campbell Transportation Company, Inc., Port Authority File No. 2022-0113, submitted a proposal for a private adjacency submerged lands lease for approximately 5.03 acres of submerged land for barge fleeting in Old 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 \$1,509 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.

K. OPERATIONS

Subject	1. Award a two-year contract to EVCO Partners, LP dba Burgoon Company for the purchase of miscellaneous shop supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Texas Comptroller of Public Accounts, Texas Multiple Award Schedule, in an amount not to exceed \$600,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, issue a purchase order to EVCO Partners, LP dba Burgoon Company for the purchase of miscellaneous shop supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Texas Comptroller of Public Accounts, Texas Multiple Award Schedule, in an amount not to exceed \$600,000, determine that this procurement method provides the best value to the Port Authority, 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:

Award, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

By Minute No. 2020-0730-44, the Port Authority awarded a two-year contract to EVCO Partners, LP dba Burgoon Company for the purchase of miscellaneous shop supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in the amount of \$300,000, using the Texas Comptroller of Public Accounts, Texas Multiple Award Schedule (TXMAS). These funds have been depleted.

The Port Authority operates a total of fourteen maintenance shops at these facilities. These shops provide daily support to the Port Operations Division by maintaining equipment and facilities, and supplies such as plumbing, electrical, and hydraulic components, pumps, small motors, and valves are needed to properly maintain Port Authority assets.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring the two-year purchase agreement for miscellaneous shop supplies through the TXMAS is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority.

The Maintenance Department has determined that the best availability, price, and contract term for the items needed are provided by EVCO Partners, LP dba Burgoon Company under the pricing schedule obtained from that vendor's contract with TXMAS and is therefore recommending this purchase.

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

K. OPERATIONS

Subject	2. Award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Bayport Container Terminal in an amount not to exceed \$75,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Bayport Container Terminal in an amount not to exceed \$75,000, 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 owns a total of twenty-one spreader bars assigned to wharf cranes at Bayport Container Terminal. These units were manufactured by Bromma.

On March 17, 2022, bar#29 sustained damages when it collided with an on-deck container during vessel operations. As a result, the waterside flippers, access ladder, flipper cylinder, internal beam, and other components such as tension rods, bearing plate, guide plates, and hydraulic manifolds, were damaged. The ability to provide spreader bars in good working condition is critical to daily terminal operations. Therefore, replacement parts are needed to conclude repairs and recommission this unit.

Staff Evaluation/Justification:

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from the manufacturer confirming that Kalmar USA Inc. Bromma Americas is the sole source for replacement parts for Bromma spreaders in the United States.

Staff recommends that the Port Commission award a contract to Kalmar USA Inc. Bromma Americas for the purchase of replacement parts for one spreader bar at Bayport Container Terminal.

K. OPERATIONS

Subject	3. Ratify emergency chassis lease with Milestone Equipment Company LLC as lessor for a five-year term for 700 chassis and annual base rent not to exceed \$2,184,525 per year.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, ratify the emergency chassis lease with Milestone Equipment Company LLC as lessor for a five-year term for 700 chassis and annual base rent not to exceed \$2,184,525 per year, 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:

Operations

Staff Contact:

Jeff Davis

Background:

Among the dramatic disruptions and delays experienced by the supply chain and the maritime transport industry in the wake of the COVID-19 pandemic has been a shortage of chassis at the Port Authority and across the nation. Accordingly, Port Authority staff has concluded that it is in the best interests of the Port Authority and the region it serves to add to chassis supplies through emergency procurements for chassis leases.

Water Code Section 60.4035 permits the Executive Director and authorized officers to make emergency purchases and contracts in amounts that exceed \$50,000 without the customary competitive procedures or prior to Port Commission approval if necessary to, among other things, (1) preserve or protect the public health and safety of the residents of the district; (2) preserve the property of the district in the case of a public calamity; or (3) repair unforeseen damage to the property of the district, provided that staff has endeavored to notify the Port Commission within forty-eight hours of such purchases as required.

Staff Evaluation/Justification:

Staff has previously informed the Port Commission that the Port Authority entered into a lease with Milestone Equipment Company LLC as lessor for a five-year term for 700 chassis and annual base rent not to exceed \$2,184,525 per year of the term, in accordance with Water Code Section 60.4035, and hereby requests that the Port Commission ratify such action.

L. PEOPLE

Subject	1. Award agreements with Hartford Life and Accident Insurance Company for employee leave management services for the remainder of 2022 and calendar year 2023, and for group insurance coverage for long-term disability (LTD) and short-term disability (STD) for 2023, for a total amount not to exceed \$472,915.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022, meeting: (i) award agreements with Hartford Life and Accident Insurance Company for a total amount not to exceed \$472,915: (a) for long-term disability (LTD) coverage for calendar year 2023, in an amount not to exceed \$295,406; (b) for short-term disability (STD) coverage for calendar year 2023, in an amount not to exceed \$153,364; and (c) for employee leave management services for the remainder of 2022 and calendar year 2023, in an amount not to exceed \$39,145; (ii) authorize the Port Authority to continue to pay 100% of the cost of LTD and STD premiums for eligible active employees; (iii) authorize contract renewal negotiations with Hartford Life and Accident Insurance Company prior to contract expiration; and (iv) further authorize the Executive Director to do any and all things in his opinion reasonable and necessary to give effect to all of the foregoing.
Goals	STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Roger Walter

Background:

By Minute No. 2018-0130-43, the Port Commission awarded a contract to Lockton Companies LLC (Lockton) to provide employee benefits consulting services, including assisting in: development of requests for proposals for benefits and group insurance coverages; evaluation of proposals; negotiation of renewal rates; and recommendations on provider selections.

By Minute No. 2021-0928-56, the Port Commission awarded agreements for calendar year 2022 to Hartford Life and Accident Insurance Company for LTD and STD coverage.

On March 4, 2022, the Port Authority, through its Broker of Record, Lockton, issued a request for proposals for employee leave management services for the remainder of 2022 and calendar year 2023, and for group insurance coverage for LTD and STD for calendar year 2023.

Staff Evaluation/Justification:

Lockton and Port Authority staff reviewed and evaluated the proposals for these items and determined that Hartford Life and Accident Insurance Company, the incumbent carrier for LTD coverage and STD coverage, offers the best value to the Port Authority for continuing to provide those coverages and providing employee leave management services.

The award to Hartford Life and Accident Insurance Company was discussed at the Pension and Benefits Committee meeting on April 19, 2022. Staff recommends the selection of Hartford Life and Accident Insurance Company for employee leave management services for the remainder of 2022 and calendar year 2023, and for group insurance coverage for LTD and STD for calendar year 2023.

The individual not-to-exceed amounts are based on current participant levels and some anticipated increase in participation in 2022 and 2023, but may be subject to amendment in order to account for actual participation levels.

L. PEOPLE

Subject	2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$74,500 for design and implementation of an incentive pay (variable pay) structure and review of the performance management program to the top-ranked proposer: staff ranking - first, Gallagher Benefits Services, Inc.; second, EZ Business Consulting, LLC; and third, Mercer (US) Inc.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting: (a) approve staff's ranking of vendors whose proposals offer the best value to the Port Authority, based on the selection criteria, in the following order – first, Gallagher Benefits Services, Inc.; second, EZ Business Consulting, LLC; and third, Mercer (US) Inc.; (b) award a professional services contract to Gallagher Benefits Services, Inc. for design and implementation of an incentive pay (variable pay) structure and review of the performance management program in an amount not to exceed \$74,500; (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 #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work) Strategic Objective 1c. - Deliver excellence and continuous improvement in all core functions Strategic Objective 1a. - Retain, engage, develop, and attract talent

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Roger Walter

Background:

The Port Authority's strategic plan includes a focus on its people and becoming a best place to work by retaining, engaging, developing, and attracting key talent. In support of this objective, the Port Authority is seeking to obtain professional services to assist with the design and implementation of an incentive pay (variable pay) structure and review its performance management program for best practices and streamlined design.

The Port Authority is looking to implement a competitive variable pay structure aligning with market competitiveness, while driving the Port Authority's strategic goals. Additionally, the Port Authority is looking to review its performance management solution to enhance and streamline it as well as drive talent effectiveness. This would involve study of the current systems in place, identification of gaps, design of an enhanced program to deliver key outcomes, and the desired features.

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. Six vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On April 13, 2022, five 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:

- Gallagher Benefits Services, Inc.
- EZ Business Consulting, LLC
- Mercer (US) Inc.

The recommended firm has the necessary expertise, experience, capabilities, and knowledge in these areas. Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Gallagher Benefits Services, Inc.

L. PEOPLE

Subject	3. Authorize the Community Relations Committee to review staff recommendations and approve awards under the Port Authority's East Harris County parks and greenspace initiative.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, authorize the Community Relations Committee to review staff recommendations and approve awards under the Port Authority's East Harris County parks and greenspace initiative, 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 #4 - STEWARDSHIP (Create Greater Value for the Region) STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
General

Department:
Community Relations

Staff Contact:
Maria Aguirre

Background:

Guided by the 2020 Strategic Plan, the Port Authority is committed to strengthening partnerships with surrounding communities and stakeholders and exploring opportunities to work closely with them as a responsible neighbor. The Port Authority is particularly interested in supporting programs or services that align with its current outreach priorities, including parks and green spaces in targeted neighborhoods within close proximity to the Houston Ship Channel.

By Minute No. 2021-0720-36, the Port Commission approved a multi-year program and funding for the development and improvement of parks and green spaces in East Harris County in a total amount not to exceed \$1,000,000. As a result, beginning in 2021, the Port Authority budget approved by the Port Commission has included funding under the East Harris County parks and greenspace program. The Port Commission Community Relations Committee, a "committee of the whole" tasked with advising on community matters, approves the annual program and priorities.

Since that time, members of the Community Relations and Events Department and other staff have reached out to many of these targeted communities and requested proposals for projects that align with this program and ready to be implemented. Additionally, proposals have been submitted through the 2022 Community Grants Program that align with this initiative.

Staff Evaluation/Justification:

The Amended and Restated Bylaws of the Port Authority provides that Port Commission committees may supervise or control Port Authority matters, if delegated by the Port Commission to do so.

Accordingly, in order to provide a focused "workshop" opportunity to review these recommendations and facilitate community participation in the process, staff proposes that the Port Commission formally delegate to the Community Relations Committee the authority to review staff's recommendations, and rank and approve awards (including those greater than \$50,000), related to the East Harris County parks and greenspace program.

L. PEOPLE

Subject **4. Authorize the Community Relations Committee to review staff recommendations and rank and approve awards under the Community Grants Program.**

Meeting Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its June 28, 2022 meeting, authorize the Community Relations Committee to review staff recommendations and rank and approve awards under the Community Grants Program, 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:

Community Relations

Staff Contact:

Maria Aguirre

Background:

In 2020, the Port Authority launched the Port Houston Community Grants Program, an outreach initiative focused on investing resources into meaningful projects and programs to enhance local communities while advancing the Port Authority's mission and vision as a part of the 2020 Strategic Plan. Program grants are intended to develop and strengthen community partnerships and create greater value for the region.

- Beginning in 2020, the Port Authority budget approved by the Port Commission has included funding under the Community Grants Program.
- The Port Commission Community Relations Committee, a "committee of the whole" tasked with advising on community matters, approves the annual program (including priorities, procedures, and schedules) in advance of each Community Grants Program cycle.
- Each Community Grants Program cycle includes a two-step application process. The applications are subsequently reviewed and ranked by a staff-level committee for possible awards that would total substantially all the allocated budget funds.
- The recommendations area is also reviewed by staff leadership prior to going before the Community Relations Committee for award, and are attached as Exhibit A.

Staff Evaluation/Justification:

The Amended and Restated Bylaws of the Port Authority provides that Port Commission committees may supervise or control Port Authority matters, if delegated by the Port Commission to do so.

Accordingly, in order to provide a focused "workshop" opportunity to review these recommendations and facilitate community participation in the process, staff proposes that the Port Commission formally delegate to the Community Relations Committee the authority to review staff's recommendations, and rank and approve awards (including those greater than \$50,000), under the 2022 and future Community Grants Program cycles.

- | | |
|--|-----------------|
| 1. Rebuilding Together Houston | \$50,000 |
| <i>Community Revitalization Program
Magnolia Park, Manchester</i> | |
| 2. Association for the Advancement of Mexican Americans | \$20,000 |
| <i>Transitional Career and Technical Academy
Houston & Harris County</i> | |
| 3. Capital Idea Houston | \$20,000 |
| <i>Workforce Development Program in Maritime & Logistics
Houston & Harris County</i> | |
| 4. Target Hunger | \$30,000 |
| <i>Target Hunger Shotwell Container Garden Program
East End Communities</i> | |
| 5. Achieving Community Tasks Successfully | \$22,000 |
| <i>Supporting STEAM Scholars – Holland Middle School
Pleasantville</i> | |
| 6. Houston Community College | \$25,000 |
| <i>HCC Logistics Career Prep Program: Setting Sails for Success
Houston & Harris County</i> | |
| 7. Houston Botanic Garden | \$17,000 |
| <i>Educational School Field Trips to Houston Botanic Garden
Park Place</i> | |
| 8. City of Pasadena | \$30,000 |
| <i>Floatable Capture Gates and Work Force Training
Pasadena</i> | |
| 9. Children's Environmental Literacy Foundation | \$17,500 |
| <i>Civic Science and Workforce Readiness Skills Program
Houston ISD, Galena Park ISD, Pasadena ISD, La Porte ISD</i> | |

- | | |
|---|-----------------|
| 10. Pasadena Public Library | \$1,500 |
| <i>Environmental Awareness Programs</i> | |
| <i>Pasadena</i> | |
| 11. Clothed by Faith | \$10,000 |
| <i>School Partnership Programs</i> | |
| <i>Galena Park ISD, Goose Creek ISD, Houston ISD, Pasadena ISD, Deer Park ISD</i> | |
| 12. Houston Community Toolbank | \$30,000 |
| <i>School Beautification and Tool Lending</i> | |
| <i>Harris County</i> | |
| 13. Native Plant Society of Texas | \$3,000 |
| <i>Shoreacres Native Prairie & Monarch Way Station</i> | |
| <i>Shoreacres</i> | |
| 14. College of the Mainland Foundation | \$20,000 |
| <i>State-of-the-Art Curriculum in Maritime Sciences</i> | |
| <i>Texas City & East Harris County</i> | |
| 15. Precint2gether | \$29,000 |
| <i>Workforce Development Program</i> | |
| <i>Galena Park, Jacinto City, Pasadena, Deer Park, La Porte, Channelview</i> | |

L. PEOPLE

Subject	5. Hearing and possible action to amend and restate the Port Authority's 401(a) Defined Contribution Plan in accordance with the IRS's "Cycle 3" restatement requirements.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission conduct a hearing at its meeting on June 28, 2022, and take action to amend and restate the Port Authority's 401(a) Defined Contribution Plan in accordance with the IRS's "Cycle 3" restatement requirements, 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 #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

Category:
General

Department:
Human Resources

Staff Contact:
Roger W. Walter

Background:

The Port Authority sponsors the Port of Houston Authority Defined Contribution Plan (the Plan), a defined contribution retirement benefit plan for employees hired or rehired on and after August 1, 2012, with a sliding scale for Port Authority contributions, based on percentages of base salary; such contributions vest after three years of service.

In order to maintain the tax advantages of the Plan, the Internal Revenue Service (IRS) and Department of Labor (DOL) require plan sponsors to restate their pre-approved plan documents approximately every six years to incorporate law changes, procedural changes, and any discretionary amendments that have been adopted since the last restatement.

Based on IRS instructions, the Port Authority must adopt a Plan restatement for the IRS's current restatement cycle, Cycle 3, by July 31, 2022. The restatement is intended only to put the Plan on a new form that has been pre-approved by the IRS. The restatement is not intended to substantively amend the Plan.

Staff Evaluation/Justification:

Staff recommends that the Port Authority amend and restate the Plan in accordance with the IRS's Cycle 3 restatement requirements.

Port Authority staff, working with Nationwide Retirement Systems and the Port Authority's benefits counsel, Haynes & Boone, have prepared the required restatement of the Plan.

Texas Water Code Sec. 60.011 provides that the Port Commission may change the Plan after notice to employees and a hearing. On June 24, 2022, notice was given to employees regarding (i) the recommendation to amend and restate the Plan as described, and (ii) the Port Commission hearing on the matter scheduled for June 28, 2022.

Staff recommends that the Port Commission conduct a hearing on this matter and adopt the restatement as described above.

N. TECHNOLOGY

Subject	1. Award a three-year contract, invoiced annually, to Insight Public Sector, Inc. for renewal of the Adobe Enterprise Term License Agreement for subscriptions for Adobe Acrobat, Adobe Sign, and Adobe Sign Notarize, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$220,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award a three-year contract, invoiced annually, to Insight Public Sector, Inc. for renewal of the Adobe Enterprise Term License Agreement (ETLA) for subscriptions for Adobe Acrobat, Adobe Sign, and Adobe Sign Notarize, using Texas Department of Information Resources cooperative purchase program, beginning July 11, 2022, in an amount not to exceed \$220,000, determine that this procurement method provides the best value to the Port Authority, 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:

Information Technology

Staff Contact:

Charles Thompson

Background:

The Port Authority is seeking to renew its Adobe Enterprise Term License Agreement (ETLA). This is a three-year agreement to be paid annually to ensure license compliance with Adobe for the Acrobat DC Professional and Adobe Sign and Adobe Sign Notarize subscription services.

The Texas Department of Information Resources (DIR) is a department of the State of Texas and has cooperative purchasing programs which may be used by the Port Authority.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring the Adobe ETLA through the Texas DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by Insight Public Sector, Inc. under the pricing schedule obtained from that vendor's contract with DIR in an amount not to exceed \$220,000 for the Adobe ETLA.

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

N. TECHNOLOGY

Subject	2. Issue a purchase order to SHI Government Solutions, Inc. for purchase of annual software subscription and support services for ManageEngine Service Desk ticketing software, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$60,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, issue a purchase order to SHI Government Solutions, Inc. for purchase of annual software subscription and support services for ManageEngine Service Desk ticketing software, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$60,000, determine that this procurement method provides the best value to the Port Authority, 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:

Information Technology

Staff Contact:

Ron Farrow

Background:

The Port Authority uses ManageEngine software as a tool for tracking Information Technology Service Desk tickets as well as for the tracking and reporting of technology assets. Annual renewals offer support services to provide for software revision upgrades and technical support.

Port Authority staff is seeking approval to secure these support services using the Texas Department of Information Resources, a department of the State of Texas with cooperative purchasing programs available to the Port Authority.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring Manage Engine software annual subscription and support services through the Texas Department of Information Resources (DIR) purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by SHI Government Solutions, Inc. under the pricing schedule obtained from that vendor's contract with DIR.

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

N. TECHNOLOGY

Subject	3. Award a three-year contract, invoiced annually, to Microsoft Corporation for purchase of Microsoft Unified Support Services, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$620,000.
Meeting	Jun 28, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 28, 2022 meeting, award a three-year contract, invoiced annually, to Microsoft Corporation for purchase of Microsoft Unified Support Services for unlimited Microsoft reactive support, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$620,000, determine that this procurement method provides the best value to the Port Authority, 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:

Information Technology

Staff Contact:

Charles Thompson

Background:

The Port Authority is seeking to obtain Microsoft Premier Support Services for reactive support needs for all Microsoft technologies, including Microsoft 365, Microsoft Teams, Power BI, Windows, Windows Server, and SQL Server. These services allow for direct contact with senior Microsoft engineers who provide immediate reactive assistance to troubleshoot critical business applications and provide proactive assistance to plan for the implementation of new functionality.

The Texas Department of Information Resources (DIR) is a department of the State of Texas, and has cooperative purchasing programs which may be used by the Port Authority.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring Microsoft Premier Unified Support through the DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology division has determined that the best availability, price, and contract term for the item needed is provided by Microsoft Corporation under the pricing schedule obtained from that vendor's contract with DIR.

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