

July 24, 2020

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

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on **THURSDAY**, July 30, 2020. Pursuant to Governor Abbott's action of March 16, 2020 to allow virtual and telephonic open meetings to maintain government transparency, the Port Commission will meet at 9:15 a.m. via Webex webinar, which can be accessed as provided on the following page.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Please note the following to help the meeting run smoothly:

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

The **Community Relations Committee Meeting** will begin once the Port Commission meeting has adjourned.

When it's time, join your Webex meeting here.

Meeting number (access code): 146 864 7033

Meeting password: y6vPvksFx52

Tap to join from a mobile device (attendees only)

[+1-720-650-7664](tel:+17206507664),,1468647033## United States Toll (Denver)

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You can also dial 173.243.2.68 and enter your meeting number.

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Business

Dial [1468647033](tel:1468647033).porthouston@lync.webex.com

Need help? Go to <http://help.webex.com>



Formal Public Meeting Notifications.

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



Thursday, July 30, 2020
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

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

A. CALL TO ORDER

B. CHAIRMAN'S REMARKS

1. Governance, legislative, policy, and operational matters

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - June 23, 2020

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Captain Jason Smith, Sector Commander, Houston-Galveston
2. Roland Garcia, Commissioner - Board of Pilot Commissioners for Harris County Ports
3. Public Comment

F. EXECUTIVE

General

1. Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies, effective July 30, 2020.
2. Amend the Travel, Meals & Business Entertainment Authorization and Expense Reimbursement Policy.

G. COMMERCIAL

Leases

1. Approve a five-year lease with Houston Terminal LLC for approximately 2,007 square feet of office space in Stevedore Support Buildings No. 2 and 3 at Bayport Container Terminal, effective no earlier than September 1, 2020, at an annual rent of \$62,603 with a 3% annual increase.

2. Approve a five-year four-month lease with Kinder Morgan Petcoke, L.P. for approximately 14.21 acres at Sims Bayou, effective no earlier than September 1, 2020, at an annual rent of \$471,302 subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

3. Approve an agreement with Third Texas Resources to acquire wetland mitigation credits relating to the U.S. Army Corps of Engineers development permit for the Port Authority's Greens Bayou Terminal located at Interstate 10 and Penn City Road, in the amount not to exceed \$1,200,000.

H. FINANCE

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$300,000 for professional auditing services for the fiscal year ending 2020, with options to renew for two additional one-year terms, to the top-ranked responder: staff ranking – first, BKD LLP; second, Deloitte & Touche LLP; and third, RSM, LLP.

2. Approve the purchase of annual software subscription and support services for Cognos budgeting software from Mark III Systems, Inc., using a State of Texas Department of Information Resources cooperative purchase contract, for one year in an amount not to exceed \$98,289.

3. Approve extension of the contract with AndCo Consulting LLC for investment advisory services related to the Port Authority Pension Plan, Port Authority Other Post-Employment Benefits (OPEB) Plan, and defined contribution and deferred compensation plans, for an additional and final one-year period, in an amount not to exceed \$137,500.

General

4. Adopt resolutions to amend the Port of Houston Authority Other Post-Employment Benefits (OPEB) Trust Agreement.

I. INFRASTRUCTURE

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$978,146 for the design to construct Container Yard 3 at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, RPS Infrastructure, Inc.; second, Hatch Associates Consultants, Inc.; and third, Lockwood, Andrews, and Newnam, Inc.

2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$18,745,998 for the construction of Container Yard 2 South at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Satterfield & Pontikes Construction, Inc.; second, McCarthy Building Company, Inc.; and third, Archer Western Construction, LLC.

3. Approve staff's ranking of vendors and award a professional services contract in an amount of \$350,000 to perform construction material testing for the construction of Container Yard 2 South at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Terracon Consultants, Inc.; second, Aviles Engineering Corp.; and third, Raba Kistner, Inc.

4. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$154,979 to construct a security system at Container Yard 7 and the west empty yard at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Tekplan Solutions Texas, LLC; and second, Dowley Security Systems, Inc.
5. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$941,000 for trench drain repairs at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Jerdon Enterprise, L.P.; second, McCarthy Building Companies, Inc.; and third, Forde Construction Company, Inc.
6. Approve staff's ranking of vendors and award a two-year environmental consulting agreement in an amount not to exceed \$200,000 for storm water quality program management to the top-ranked proposer: staff ranking- first, Terra Nova Consulting, Inc.; second, Spirit Environmental, LLC; and third, Halff Associates.
7. Amend the professional services contract with Hatch Consultants, Inc. for additional engineering services associated with the Port Authority Facility Inspection and Condition Assessment Program for electrical and communications in an amount not to exceed \$179,954.
8. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Container Yard 7 at Bayport Container Terminal in an amount not to exceed \$58,957.
9. Approve a change order with Fused Industries, LLC to perform additional work associated with the rail spur at Bayport Container Terminal in an amount not to exceed \$155,708.

Project 11

10. Award professional services consulting contracts to provide strategic decision support and implementation planning for the Houston Ship Channel Expansion Channel Improvement Project to PricewaterhouseCoopers Advisory Services, LLC and EcoLogix Group, Inc. in amounts not to exceed \$324,547 and \$282,350, respectively.
11. Amend the professional engineering and auditing services contracts supporting the Houston Ship Channel Expansion Channel Improvement Project, with Atkins North America, Inc. in an amount not to exceed \$950,000 and with Freese and Nichols, Inc. in an amount not to exceed \$50,000.
12. Enter into reimbursement agreements for design and permitting with eight pipeline companies for ten pipelines related to segment 4 of the Houston Ship Channel Expansion Channel Improvement Project at a cost not to exceed \$2,000,000 per pipeline, for which the Port Authority would be responsible for one half the cost per pipeline, for a total amount not to exceed \$10,000,000.

Permits/Licenses/Pipeline Easements

13. Issue a transmission line license to Comcast Cable Communications Management, LLC for one coaxial cable line over and across Turning Basin Terminal West.
14. Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Bulk Materials Handling Plant Terminal.

15. Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line under and across the North L Street property.
16. Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line under and across the Barbours Cut Terminal.
17. Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Barbours Cut Terminal.
18. Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Jacintoport Terminal.
19. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under and across the Southside Mainline railroad right-of-way.
20. Issue a distribution and/or transmission line license to Vopak Moda Houston LLC for one 2-inch fiber optic cable under and across the Port Terminal Railroad Association's Southside Mainline railroad right-of- way.
21. Issue a pipeline license to Easton Energy Pipelines LLC for one 6-inch IC4 Isobutane pipeline under and across the northwest corner of the Rosa Allen Dredged Material Placement Area.
22. Issue a pipeline license to Pasadena Performance Products, LLC for one 16-inch refined petroleum products pipeline under and across the Port Terminal Railroad Association's Pasadena Rail Yard.
23. Issue a marine construction permit to Enterprise Marine Services LLC in connection with barge fleetings at an approximately 16.14 acre submerged lands leased site in Old River.

J. OPERATIONS

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a contract in the amount not to exceed \$595,000 for the purchase of one loaded container handling machine for Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, Taylor Machine Works, Inc.; second, Briggs Equipment, Inc; and third, Lonestar Lift.
2. Award a contract to ZPMC North America, Inc. for the purchase of replacement short trolley rails for four wharf cranes at Bayport Container Terminal in an amount not to exceed \$55,882.
3. Award a two-year contract to Hillmar Industries Ltd., the sole source provider, for the purchase of captive replacement parts for Hillmar wheel brakes and related components for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$300,000.
4. 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 \$300,000.

5. Issue a purchase order to Briggs Equipment for the purchase of one forklift model H450HD for Barbours Cut Terminal, using the Local Government Purchasing Cooperative's BuyBoard Program, a cooperative purchase program, in an amount not to exceed \$270,494.
6. Issue a purchase order to Heil of Texas for the purchase of one Schwarze Model M6SE Avalanche sweeper for Barbours Cut Terminal, using the Houston-Galveston Area Council's cooperative purchase program, in an amount not to exceed \$265,000.
7. Issue a purchase order to ASCO Equipment for the purchase of one Genie S-40 telescopic boom manlift with no jib and one Genie S-85 telescopic boom manlift with jib for Barbours Cut Terminal, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program, in an amount not to exceed \$202,860.
8. Issue a purchase order to Doggett Heavy Machinery for purchase of a John Deere 650K Crawler Dozer, using Sourcewell, a cooperative purchase program, in an amount not to exceed \$170,000.
9. Issue a purchase order to Texas Pride Marketing for the purchase of a Mobile Column Lift system for Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard Program, in an amount not to exceed \$72,000.
10. Ratify an emergency purchase for COVID-19 testing from UTMB Health for \$75,000 and authorize additional purchase order funding for continuing pandemic response services with Workplace Safety Screenings for \$400,000 and Ambassador Services, LLC for \$450,000.

General

11. Amend the Freight Handling Assignment Agreements for terminal services at the Turning Basin Terminal to extend the term of the agreement through December 31, 2020.
12. Approve a Marine Terminal Service Agreement between the Port Authority and Ocean Network Express Pte. LTD.

K. PEOPLE

1. No items.

L. PORT SECURITY AND EMERGENCY OPERATIONS

1. No items.

M. TECHNOLOGY

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$551,400 for JDEdwards Configurable Network Computing support, payable over five years to the top-ranked proposer: staff ranking – first, ManageForce Corporation; second, Smartbridge, LLC ; and third, Cyret Technologies Inc.
2. Issue a purchase order to Red River Technology LLC for purchase of Information Technology network hardware, software, and associated peripherals to replace network hardware as part of the Information Technology master plan for calendar years 2020-2021, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$710,000.

3. Issue a purchase order to Critical Start for purchase of Mimecast annual software licensing and software support to the Port Authority's existing Information Technology infrastructure, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$70,568.
4. Issue a purchase order to NWN Corporation for purchase of the Netapp data storage maintenance renewal using National 18/056KD-44 HCDE Choice Partners, in an amount not to exceed \$350,000.
5. Issue a purchase order to Smart-Tecs, the sole source provider, for the purchase of spare parts for the Gate Operating System environment in an amount not to exceed \$57,000.

N. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Turning Basin, Barbours Cut Terminal, and Beltway 8 vicinity properties
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act)
5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
6. Adjourn Executive Session

O. RECONVENE OPEN MEETING

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

P. ADJOURN MEETING

1. Next Meeting Requested - September 29, 2020
2. Adjourn Port Commission Meeting