

May 21, 2021

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

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on Tuesday, May 25, 2021. Pursuant to Governor Abbott's action of March 16, 2020 to allow virtual and telephonic open meetings to maintain government transparency, the Port Commission will meet at 9:15 a.m. via Webex webinar, which can be accessed as provided on the following page.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary



Formal Public Meeting Notifications.

1. This virtual meeting is permitted by Governor Abbott's order suspending certain provisions of the Texas Open Meetings Act to minimize the impact of the coronavirus outbreak.
2. In accordance with the Port Commission's usual practice:
 - a. Members of the public may speak during the posted public comment section.
 - Please register to speak no later than an hour before the meeting by emailing to Liana Christian lchristian@porthouston.com or Erik Eriksson eriksson@porthouston.com
 - Please provide name and the organization the speaker represents, if applicable.
 - Comments are limited to three minutes.
 - b. An audio recording of the meeting is being made, as also required by the governor's order, and will be available to the public, as will written minutes after Port Commission approval.
3. To request accommodations under the Americans with Disabilities Act or language access services, please contact the Port Houston– Legal Division at least three days prior to the meeting. The Legal Division may be reached by telephone at (713) 670-2450, by email at lchristian@porthouston.com or Erik Eriksson eriksson@porthouston.com, and by mail at 111 E. Loop N, Houston, Texas 77029.



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.

Join by meeting number

Meeting number (access code): 187 551 8165

Meeting password: KUhqhQh99X6

Tap to join from a mobile device (attendees only)

[+1-720-650-7664](tel:+1-720-650-7664),[,1875518165##](tel:+1-720-650-7664) United States Toll (Denver)

[+1-469-210-7159](tel:+1-469-210-7159),[,1875518165##](tel:+1-469-210-7159) United States Toll (Dallas)

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You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

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Tuesday, May 25, 2021
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 - April 27, 2021

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Public Comment

F. EXECUTIVE

General

1. Approve and adopt the proposed Position Statement on Diversity, Equity, and Inclusion to foster a culture of diversity and inclusion, innovation, and open communication.

Awards, Amendments & Change Orders

2. Approve staff's selection of eleven law firms from which to select teams to advise and assist with future debt financing arrangements and public finance legal needs over the next five years.

G. COMMERCIAL

General

1. Review and amend the Memorandum of Understanding between the Panama Canal Authority and the Port Authority.

Leases

2. Authorize the extended term of a month-to-month lease commencing June 1, 2021 with WATCO Transloading L.L.C. for approximately 5.31 acres out of Block 28 in Industrial Park East with a 3% annual rent increase.

3. Approve a lease agreement for a 3-year term with VersaCold Logistics, L.L.C., for approximately 1.16- acres out of Block 11 at Barbours Cut Terminal effective no earlier than June 1, 2021, at an annual base rent of \$66,594.60 with a 3% annual increase.

H. FINANCE

Awards, Amendments & Change Orders

1. Award a five-year contract with McGriff Insurance Service, Inc. to serve as the Port Authority's Property and Casualty Insurance Broker of Record in an amount not to exceed \$697,500.
2. Approve staff's selection of twenty-six investment banking and debt underwriting firms from which to select teams to assist with the Port Authority's future debt financing requirements over the next five years.

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 \$1,095,381 for the planning and design for reconstruction of 87 acres of container yards at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, AECOM Technical Services, Inc.; second, Hatch Associates Consultants, Inc.; and third, RPS Group.
2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$1,116,275 for the design for the rehabilitation of Wharves 4, 5, and 6 at Barbours Cut Terminal to the top- ranked proposers: staff ranking – first, Hatch Associates Consultants, Inc.; second, Jacobs Engineering Group, Inc.; and third, AECOM Technical Services, Inc.
3. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$498,300 for the 2021 electrical and communications Facility Inspection and Condition Assessment Program at Bayport Container Terminal (FICAP) to the top-ranked proposer: staff ranking – first, Hatch Associates Consultants, Inc.; and second, Jacobs Engineering Group, Inc.
4. Amend the professional services contract with HDR Engineering, Inc. to perform additional design services for the management of placement areas at Bayport Container Terminal in an amount not to exceed \$163,514.
5. Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the construction of Container Yard 2 South at Bayport Container Terminal in an amount not to exceed \$81,322.

General

6. Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at the Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal in an amount not to exceed \$5,000,000.
7. Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at Woodhouse Terminal and Sims Terminal in an amount not to exceed \$2,000,000.

8. Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at the Jacintoport Terminal and CARE Terminal in an amount not to exceed \$1,500,000.

Permits/Licenses/Pipeline Easements

9. Approve renewal of the following expiring Port Authority licenses for new ten-year terms: Air Products, LLC, Chevron Phillips Chemical Company LP, City of Galena Park, Enterprise Products Operating LLC, Equistar Chemicals, LP, Ethyl Corporation, INEOS Chocolate Bayou Pipeline, LLC, Lone Star NGL Mont Belvieu LP, Targa Downstream LLC, and Valero Refining-Texas, LP.

10. Issue a pipeline license to Intercontinental Terminals Company LLC for one 12-inch methanol pipeline under and across the Port Terminal Railroad Association's Southside Mainline railroad right-of-way.

11. Issue a pipeline license to Pasadena Performance Products, LLC for one 8-inch NGL pipeline under and across the Port Terminal Railroad Association's Pasadena Cut-Off railroad right-of-way.

12. Issue a transmission line license to Southwestern Bell Telephone Company for one fiber optic cable over and along the road at Sims Bayou.

13. Issue a private road-rail grade crossing license to Watco Companies, LLC over the Northside Mainline railroad right-of-way near Greensport.

14. Amend a pipeline license issued to Enterprise TE Products Pipeline Company LLC to remove the existing pipeline and relocate a new pipeline adjacent to the original location and to a greater depth across Cedar Bayou.

15. Amend an open drainage channel (ditch) license agreement with PCI Nitrogen, LLC to extend the term for an additional ten years for the continued use of a concrete splash pad near the Southside Mainline railroad right-of-way.

J. OPERATIONS

Awards, Amendments & Change Orders

1. Award a three-year contract to Home Depot U.S.A., Inc. for the purchase of miscellaneous hardware and construction supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the U.S. Communities Government Purchasing Alliance, in an amount not to exceed \$350,000.

2. Issue a purchase order to Altec Industries, Inc. for purchase of a articulating telescopic aerial device "bucket truck", using a Sourcewell cooperative purchase program contract, in an amount not to exceed \$110,000.

3. Issue a purchase order to Rush Bus Centers for the purchase of one 26-passenger bus for Bayport Container Terminal, using the Houston-Galveston Area Council Cooperative Purchase Program, in an amount not to exceed \$101,000.

4. Issue a purchase order to Caldwell Country Chevrolet for purchase of two Chevy 4500 heavy duty cargo trucks for Barbours Cut Terminal, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program, in a total amount not to exceed \$92,500.

K. PEOPLE***Awards, Amendments & Change Orders***

1. Renew a five-year contract with PayFactors Group LLC, for compensation technology software and data management, at \$15,000 per year, with a total amount not to exceed \$75,000.

L. PORT SECURITY AND EMERGENCY OPERATIONS

1. No items.

M. TECHNOLOGY***Awards, Amendments & Change Orders***

1. Approve a purchase order to HP, Inc. for purchase of laptops and associated peripherals for the first phase of telecommuters coming back on site, using the Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$80,000.

N. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (a) Kozlowski, et al v. Buck et al, and (b) proposed amendments to the agreements for legal services with Best Best & Krieger LLP and Lynette Fons
2. Real Estate (Section 551.072, Texas Open Meetings Act)
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act)
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 - June 22, 2021
2. Adjourn Port Commission Meeting