

I N D E X  
PORT COMMISSION  
OF THE  
PORT OF HOUSTON AUTHORITY  
OF THE PORTS OF HARRIS COUNTY, TEXAS

June 26, 2018

<u>Minute No.</u>	<u>Event/Action</u>
	<b>General</b>
	Commissioner Kennedy convened the meeting of the Port Commission and provided opening remarks
	<b>Minutes</b>
2018-0626-01	Approve the Minutes of the May 17, 2018 Port Commission Meeting
	<b>Appearances</b>
2018-0626-02	Chairman Kennedy asked if anyone would like to address the Port Commission; there was no response
	<b>Staff Reports</b>
2018-0626-03	Roger Guenther, Executive Director, presented a summary of selected financial and operations matters
	<b>G. Executive (none)</b>
	<b>H. Commercial</b>
2018-0626-04	Award a professional services contract to John C. Martin Associates, LLC for the development of an economic impact study for the Port Authority
2018-0626-05	Approve a three-year lease agreement with Covey Transport, Inc. for approximately 3.66 acres in the Northside Turning Basin Terminal effective no earlier than July 1, 2018 at an annual rental of \$75,190, with an annual increase of the greater of 3% or the increase in the Consumer Price Index
2018-0626-06	Approve a one-year lease agreement with Hansen-Mueller Company for an approximately 17.03 acre site including Houston Public Grain Elevator No. 1 at the Northside Turning Basin, effective no earlier than July 1, 2018 at an annual rental of \$536,337

<u>Minute No.</u>	<u>Event/Action</u>
2018-0626-07	Amend the lease agreement with Houston Terminal LLC effective August 1, 2018 for approximately 575 square feet in the Stevedore Support Building #2 at Bayport Container Terminal, for a two-year and one- month term at an annual rental of \$17,275 subject to an annual increase of 3%
	<b>I. Finance</b>
2018-0626-08	Authorize advertisement and receipt of responses for seven formal procurements
2018-0626-08(a)	Request for competitive sealed bids for the purchase of replacement spare parts for Ottawa Yard Tractors at Barbours Cut Terminal and Bayport Container Terminal
2018-0626-08(b)	Request for competitive sealed bids for the purchase of electrical repair service to high mast poles at Bayport Container Terminal
2018-0626-08(c)	Request for competitive sealed bids for potable water and sewer systems replacement at Woodhouse Terminal
2018-0626-08(d)	Request for competitive sealed bids for the purchase of materials, contract services, and equipment rentals to resurface laydown area for NYK Line at Barbours Cut Terminal to support heavy cargo loads
2018-0626-08(e)	Request for competitive sealed bids for the purchase of a terminal bus for Bayport Container Terminal
2018-0626-08(f)	Request for competitive sealed proposals for repair services to rail tracks at Turning Basin Terminal
2018-0626-08(g)	Request for proposals for the purchase of BATS (Broadband Antenna Tracking System) and installation at Turning Basin Terminal
	<b>J. Health, Safety, Security &amp; Emergency Management (none)</b>
	<b>K. Infrastructure</b>
2018-0626-09	Approve staff's ranking of vendors and award a construction contract for the renovation of the Executive Office Building at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Turner Construction Company; second, Gadberry Construction Company, Inc.; third, Christensen Building Group, LLC; and fourth, Gonzalez Group, LP  Port Commission adopted the staff-recommended ranking and authorized award
2018-0626-10	Approve staff's ranking of vendors and award a professional services contract for sediment sampling services at Bayport Container Terminal and Barbours Cut Terminal to the top-ranked proposer: staff ranking - first,

Minute No.

Event/Action

Benchmark Ecological Services, Inc.; second, Chris Ransome & Associates, Inc. dba CRA, Inc.; and third, Terracon Consultants, Inc.

Port Commission adopted the staff-recommended ranking and authorized award

2018-0626-11

Approve staff's ranking of vendors and award a construction contract for partial demolition of the former Lighter Aboard Ship (Lash) Dock at Barbours Cut Terminal, to the top-ranked proposer: staff ranking - first, Shoreline Foundation, Inc.; second, GSD Trading USA, Inc.; and third, Taylor Marine Construction

Port Commission adopted the staff-recommended ranking and authorized award

2018-0626-12

Rescind the prior award, and award a construction contract to Convergent Technologies, LLC for the 12.47 kV electrical switchyard security at Barbours Cut Terminal, using the National Joint Powers Alliance, a cooperative purchase program

2018-0626-13

Rescind the prior award, and award a construction contract to Electra Link Inc. for Wharf 3 telecommunications pre-outage facilities at Barbours Cut Terminal, using the Texas Department of Information Resources, a cooperative purchase program

2018-0626-14

Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional services for Port Road parcel supplemental site detention analysis at Bayport Container Terminal

2018-0626-15

Amend the professional services contract with Dannenbaum Engineering Corporation to perform additional services for the Wharf 11, 12, and 13 repair design

2018-0626-16

Approve the renewal of an expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric, LLC

2018-0626-17

Issue a pipeline license to CenterPoint Energy Intrastate Pipelines, LLC for one 8-inch natural gas pipeline under and across the Port Authority's Beltway 8 property in Houston

2018-0626-18

Approve the renewal of an expiring Port Authority license for a new ten-year term: Enterprise TE Products Pipeline Company LLC

2018-0626-19

Issue a distribution/transmission line license to Comcast Cable Communications Management, LLC for one fiber optic line across Barbours Cut Terminal property in La Porte

<u>Minute No.</u>	<u>Event/Action</u>
2018-0626-20	Issue a distribution/transmission line license to AT&T for one fiber optic line and two copper cables across Southside Mainline railroad right-of-way in Pasadena
2018-0626-21	Issue a pipeline license to MVP Terminalling LLC for one 36-inch refined petroleum products pipeline under and across Pasadena Cut-Off and Southside Mainline railroad right-of-ways in Pasadena
2018-0626-22	Issue a pipeline license to Huntsman International, LLC for numerous pipelines and distribution/transmission lines over and across Manchester Wharves property in Houston
2018-0626-23	Amend a pipeline license to INEOS Chocolate Bayou Pipeline LLC to add an 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte
	<b>L. Operations</b>
2018-0626-24	RCA L1 failed
2018-0626-25	Approve staff's ranking of vendors and award a two-year contract for warehouse door repair services at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Johnson Equipment Company; second, Vortex Colorado, Inc.  Port Commission adopted the staff-recommended ranking and authorized award
2018-0626-26	Award a contract for the purchase of one 55,000 lb. capacity Kalmar forklift for Bayport Container Terminal to Darr Equipment Company
2018-0626-27	Award a contract to Industrial & Crane Services, Inc. for replacement of short trolley rails and Gantrex pads on six wharf cranes at Bayport Container Terminal
2018-0626-28	Award a two-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
2018-0626-29	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
2018-0626-30	Award a two-year contract to Carrier Enterprise, LLC for the purchase of spare and replacement parts for Carrier heating, ventilation, and air conditioning units at Barbours Cut Terminal, Bayport Container Terminal,

Minute No.

Event/Action

and Turning Basin Terminal, using the Local Government Purchasing Cooperative's Buyboard Program

2018-0626-31

Issue a purchase order to Motorola Solutions for the purchase of handheld radios, base stations and related hardware for Bayport Container Terminal, using the Houston-Galveston Area Council Cooperative Purchasing Program

2018-0626-32

Issue a purchase order to Graybar Electric Company, Inc. for the purchase of LED lighting for Barbours Cut Terminal and Bayport Container Terminal, using the U.S. Communities Government Purchasing Alliance

**M. People**

2018-0626-33

Enter into one-year contracts for the Port Houston Academy leadership development program with: (a) Global Business Management Consultants for project leadership training; (b) Articulus, LLC for executive communications training; (c) Miller Heiman Group, Inc. for stakeholder relationship management training; and (d) Center for Strategy Implementation, Ltd. for business and financial acumen training

**N. Technology (none)**

**O. Recess Open Meeting and Convene Executive Session**

**P. Reconvene Open Meeting**

2018-0626-34

Motion to authorize the Port Authority to amend its lease with Frontier Logistics, L.P. dated January 1, 2015 of property in La Porte, Texas (as previously amended), on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing

2018-0626-35

Motion to authorize the Port Authority to settle the claims of CYMI Industrial, Inc. on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing

2018-0626-36

Motion to authorize the Port Authority to settle its claims against the M/V BARENTS (formally known as the M/V BBC SWEDEN) on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing

**Q. Adjourn Meeting**

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

**Houston, Texas  
June 26, 2018**

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on June 26, 2018 at 9:00 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following Commissioners, staff and counsel were present:

John D. Kennedy, Acting Chairman  
Theldon R. Branch, III, Commissioner  
Dean E. Corgey, Commissioner  
Stephen H. DonCarlos, Commissioner  
Clyde E. Fitzgerald, Commissioner  
Roy D. Mease, Commissioner  
Roger Guenther, Executive Director  
Thomas G. Schroeter, Associate General Counsel  
J. Kent Friedman, outside counsel

Commissioner Kennedy convened the meeting of the Port Commission, welcomed everyone on behalf of Chairman Longoria, and added that she had asked him to chair the meeting in her absence. Commissioner Kennedy went on to announce the following:

- An art exhibit had been set up in the museum area by students of the Pasadena Independent School District (“PISD”) as part of the “STEAM” (Science, Technology, Engineering, Arts, and Math) program. Over 600 7<sup>th</sup> grade students from PISD participated in the program designed to increase STEAM knowledge while promoting environmental literacy and educating students to engage in stewardship. Commissioner Kennedy advised that the students would be standing by their artwork and encouraged all to speak with them.
- Commissioner Kennedy announced that in May he had the opportunity to join Congressman Brian Babin and his staff as they visited the Houston Ship Channel and toured on a Port Authority fireboat. Staff provided educational updates on channel needs in Houston and Congressman Babin and his staff complimented the Port Authority on the tour and information provided by Mark Vincent, Channel Development Director.

(2018-0626-01) Minutes

Commissioner Kennedy called for a motion to approve the minutes of the May 17, 2018 Port Commission meeting. Commissioner Corgey moved for approval, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. The minutes were approved as written.

(2018-0626-02) Chairman Kennedy asked if anyone would like to address the Port Commission; there was no response.

Commission Kennedy thanked Mr. Schroeter for sitting in for Erik Eriksson, Chief Legal Officer.

(2018-0626-03) Staff Reports

Mr. Guenther presented a summary of operational and financial matters as follows:

- Mr. Guenther announced that port-wide container business was extremely strong. May was a record month during which a total of more than 245,000 twenty-foot equivalent units (“TEUs”) passed through its facilities, representing a 7% increase of the previous record set in March. The year-to-date volume through May is more than 1.1 million TEUs, an increase of 6% over the same period in 2017.
- There was another record day during the prior week: 9200 gate transactions were processed through Barbours Cut and Bayport Terminals, with an average turn time of 35.5 minutes.
- The three new dockside cranes for Wharf 2 at Bayport are currently expected to arrive in Houston the first week of August. They have been delayed due to high winds and rough seas and are presently rounding the tip of Africa near Cape Town.
- Steel imports continue to show solid growth: Port Houston terminals handled more than 500,000 tons of steel in May, the highest total since April, 2015.
- Mr. Guenther complimented the finance team, especially Mr. Tim Finley, Chief Financial Officer and Mr. Ray Yi, Senior Director, Treasury, on the exceptional work done on a bond refunding transaction valued at over \$200 million dollars, which generated savings of approximately \$47 million dollars for the taxpayers of Harris County.
- During two afternoons in May approximately 50 employees participated in the beautification of the Sam Houston Landing area. Employees planted flowers, weeded, painted existing infrastructure, installed new signs, and created colorful artwork on new trash barrels to enhance the experience for the over 30,000 visitors who annually take the tour of the Houston Ship Channel on the M/V Sam Houston.

- In conclusion Mr. Guenther recognized the following employees for their service:

John Kays, Jr., Turning Basin Maintenance – 20 years  
Ricardo Saldana, Barbours Cut Maintenance – 20 years  
Tonya Lewis, Accounting – 20 years  
Genaro Ambriz, M/V Sam Houston – 25 years  
Sgt. Farrell Jones, Port Police – 25 years

Arturo Gamez, the contractor representing Port Authority interests in Latin America, has also served 30 years. Commissioner Branch commented that during trade missions in South America, Mr. Gamez had been a tremendous help to him and to the Mayor's Office by providing information and guidance, and he congratulated him on his achievements. Commissioner Kennedy seconded those sentiments. Commissioner Corgey also stated that Mr. Gamez was well respected in South America and does an excellent job for the Port Authority.

Nena Armstrong, Administrative Specialist, Bayport Maintenance – 35 years

Mr. Guenther concluded his report by announcing the retirement of Cheryl "CJ" Johnson, following 24 years of service. CJ came to the Port Authority in 1994 as a police officer, in 2007 she moved to credentialing, and was now a customer service specialist. Mr. Guenther wished her and her family well in her retirement and thanked her for her service.

Commissioner Fitzgerald asked Mr. Guenther his opinion on the effect the new tariffs could have on cargo. Mr. Guenther replied that the impact on steel imports was a concern but at the present time the outcome was unpredictable. He also mentioned resin exports, explaining that because the price of natural gas was low, investments had been made to produce resin here and ship it overseas; this was also something that would have to be watched closely.

Commissioner Corgey asked Mr. Guenther if he had heard anything further regarding the Export-Import Bank of the United States. Mr. Guenther replied that to date he had no additional information.

Commissioner DonCarlos noted that on June 21 and June 23 he had accompanied the Harris County Mayors' and Councils' Association on the M/V Sam Houston and wanted to thank staff for its exemplary job. He commented that everyone in attendance



was extremely complimentary of the staff, crew, and cruise and were very appreciative of learning about the economic impact the Port of Houston has on our state and nation.

Commissioner Kennedy thanked Mr. Guenther for the report and asked if there were any additional comments or questions; there were none.

The Port Commission then considered each Request for Port Commission Action (“RCA”) attached to these minutes as Exhibit “A.”

(2018-0626-04) RCA H1 was presented, moved by Commissioner Mease, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA H1 PASSED.

Commissioner Kennedy commented that the information Martin Associates has provided in the past has been invaluable and he was looking forward to the report.

(2018-0626-05) RCA H2 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA H2 PASSED.

(2018-0626-06) RCA H3 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA H3 PASSED.

(2018-0626-07) RCA H4 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA H4 PASSED.

(2018-0626-08) RCA I1(a-g) was presented, moved by Commissioner Branch, seconded by Commissioner DonCarlos. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA I1(a-g) PASSED.

(2018-0626-09) RCA K1 was presented. Commissioner Corgey moved for staff ranking – first, Turner Construction Company; second, Gadberry Construction Company, Inc.; third, Christensen Building Group, LLC; and fourth, Gonzalez Group, LP, seconded by Commissioner Branch.

Commissioner Mease inquired as to the renovations planned for the Executive Building, and Commissioner Kennedy asked Mr. Heidt to respond. Mr. Heidt advised that the building is over 27 years old, the heating, ventilation, and air conditioning (“HVAC”) system is original, and the majority of the investment would be to replace the HVAC system. It is estimated that the new system will save the Port Authority approximately

\$50,000 a year on the cost of electric service. The building also houses IT/Security mechanical rooms on each floor which would be upgraded.

Mr. Guenther added that the renovation would be carried out in phases, one floor at a time, over a two-year period. He also stated that next month staff would be coming to the Port Commission for an additional \$1.5 million for IT and security costs, and efficient furniture.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K1 PASSED.

(2018-0626-10) RCA K2 was presented. Commissioner Fitzgerald moved for staff ranking – first, Benchmark Ecological Services, Inc.; second, Chris Ransome & Associates, Inc. dba CRA, Inc.; and third, Terracon Consultants, Inc., seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K2 PASSED.

(2018-0626-11) RCA K3 was presented. Commissioner Corgey moved for staff ranking – first, Shoreline Foundation, Inc.; second, GSD Trading USA, Inc.; and third, Taylor Marine Construction, seconded by Commissioner DonCarlos.

Commissioner Mease asked what work was being done to this dock. Mr. Guenther explained that the project consists of the partial demolition of the lighter aboard ship (“LASH”) dock, including the dock itself, dolphins, and sections of the access bridges, and dredging of the areas along the fender line. Commissioner Kennedy asked if staff had worked with the pilots to ensure that enough of the dock was being removed, and Mr. Guenther replied in the affirmative.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K3 PASSED.

(2018-0626-12) RCA K4 was presented, moved by Commissioner Mease, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K4 PASSED.

(2018-0626-13) RCA K5 was presented, moved by Commissioner Mease, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K5 PASSED.

(2018-0626-14) RCA K6 was presented, moved by Commissioner Mease, seconded by Commissioner Corgey.

Commissioner Branch asked where the property was located, and Mr. Heidt advised that the property was located between Highway 146 and Old Highway 146 on Port Road at Bayport. The Port Authority owns the property and is trying to study its drainage so that the property could be developed. Commissioner Kennedy asked who owned the drainage system on Port Road and was advised that Harris County owns it.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K6 PASSED.

(2018-0626-15) RCA K7 was presented, moved by Commissioner Branch, seconded by Commissioner Corgey. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K7 PASSED.

(2018-0626-16) RCA K8 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K8 PASSED.

(2018-0626-17) RCA K9 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K9 PASSED.

(2018-0626-18) RCA K10 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K10 PASSED.

(2018-0626-19) RCA K11 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K11 PASSED.

(2018-0626-20) RCA K12 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K12 PASSED.

(2018-0626-21) RCA K13 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K13 PASSED.

(2018-0626-22) RCA K14 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K14 PASSED.

(2018-0626-23) RCA K15 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA K15 PASSED.

(2018-0626-24) RCA L1 was presented, moved by Commissioner Mease.

Commissioner Corgey asked who had been previously doing this work. Mr. Guenther commented that Port Police officers have been spotting vessels at Port Authority facilities, and asked Jeff Davis, Chief Port Operations Officer, to further respond. Mr. Davis noted that spotting also entailed providing vessel data to the Operations Department, and added that staff was considering more efficient ways to provide these services. Mr. Davis further explained that only one of the two submittals the Port Authority received following its advertisement for proposals was responsive, and therefore staff was now asking for permission to reject all proposals and re-advertise.

Commissioner Mease asked whether there would be any changes made to the request for proposals, and Yvette Camel-Smith, Director, Procurement Services, noted in general the changes that could be made.

Mr. Guenther observed that mooring firms were already on site, the proposed arrangement would be more efficient, and the Port Police Department would be better served focusing on police business rather than spotting vessels. Tom Heidt, Chief Operating Officer, explained why the responsibility had previously been assigned to Port Police and how the process would be changing. Mr. Davis reassured Commissioner Corgey that this would not result in less police presence guarding the docks.

Commissioner DonCarlos expressed his concern with the appearance of the proposed action, and Commissioner Branch wondered whether it would be fair.

Mr. Guenther noted that the proposal was divisible, and Commissioner Fitzgerald added that it was his understanding that the tying and now spotting duties would be split between the local mooring firms.

Commissioner Mease asked whether the removal of police officers from this detail would result in an excess of police officers, and whether this situation would be evaluated by staff. Mr. Heidt explained that the Port Police Department staff was currently down ten officers, due to attrition and retirement. Commissioner Fitzgerald asked Mr. Heidt to reaffirm that no police officers would lose their jobs with this change and Mr. Heidt assured him that no police officers would be laid off due to this change in duties.

Messrs. Guenther and Davis reiterated that these changes would help streamline operations, and Commissioner Fitzgerald commented that the parties would be working together on them.

Commission Mease concluded he was reluctantly in favor of the item, while Commissioner DonCarlos commented he was in favor of accepting the responsive proposal and re-advertising for additional proposals. In response to Commissioner Kennedy's question whether the proposal was outside the law, Mr. Schroeter observed that it was not.

Commissioner Corgey asked for reconfirmation that no further reductions in the police force were expected due to this change and Mr. Guenther confirmed that was the case.

Commissioner Kennedy called the item for vote. Commissioners Kennedy and Fitzgerald voted Aye. Commissioners Branch, Corgey, DonCarlos, and Mease voted Nay. RCA L1 FAILED.

Commissioners Don Carlos and Kennedy noted that agenda Item L1 was rejected with the understanding that staff will bring an item back to the Port Commission at its next meeting to award a portion of the divisible contract to the successful proposer, and allow staff to re-advertise for additional proposals.

(2018-0626-25) RCA L2 was presented. Commissioner Mease moved for staff ranking – first, Johnson Equipment Company; second, Vortex Colorado, Inc., seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L2 PASSED.

(2018-0626-26) RCA L3 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L3 PASSED.

(2018-0626-27) RCA L4 was presented, moved by Commissioner Branch, seconded by Commissioner DonCarlos. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L4 PASSED.

(2018-0626-28) RCA L5 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease.

Commissioner Branch questioned whether there was an item for Home Depot on the previous agenda, and Mr. Guenther stated that he believed there had not been. Commissioner Branch asked Mr. Guenther if he was comfortable that sufficient protocols were in place so employees would be unable to purchase items for personal use. Mr.

Guenther responded that this vendor was chosen because staff needed the ability to purchase items outside of regular business hours, due to extended gate hours, and noted that though a concern, the audit process should deter such behavior.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L5 PASSED.

(2018-0626-29) RCA L6 was presented, moved by Commissioner Mease, seconded by Commissioner Corgey. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L6 PASSED.

(2018-0626-30) RCA L7 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Corgey. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L7 PASSED.

(2018-0626-31) RCA L8 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch.

Commissioner Mease asked how many radios were being purchased, and Mr. Heidt responded that 15 hand held-radios, 6 base station radios, and spare parts were being purchased. Staffing has increased at Barbours Cut and Bayport so it is necessary to purchase more radios.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L8 PASSED.

(2018-0626-32) RCA L9 was presented, moved by Commissioner Branch, seconded by Commissioner DonCarlos. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA L9 PASSED.

(2018-0626-33) RCA M1 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos.

Commissioner Corgey asked if this program had been successful in the previous year, and Mr. Guenther advised him that it had been extremely successful and staff recommended additional training, adding that the Port Authority's strategic plan forms the basis for all critical training investment, and this leadership training would facilitate the Port Authority's continued drive to success in achieving its strategic objectives.

Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RCA M1 PASSED.

At 9:58 a.m., Commissioner Kennedy called for a brief recess and advised that the Executive Session would follow.

At 10:09 a.m., Commissioner Kennedy reconvened the public meeting and instructed Mr. Schroeter to make the following announcement:

It is now 10:09 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) claims of CYMI Industrial, Inc.; (ii) M/V YOCHOW allision with OSG Barge 243 at Sims Bayou Tanker Dock A, adjoining premises leased to TPC Group LLC; and (iii) claims of the Port Authority against the M/V Barents (formally known as the M/V BBC Sweden); deliberate regarding (2) Real Estate (*Section 551.072, Texas Open Meetings Act*), including deliberation regarding disposition of Barbours Cut Terminal 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.

Immediately thereafter the Port Commission retired into closed session.

At 10:38 a.m., Commissioner Kennedy reconvened the open meeting at the Port of Houston Authority Executive Office Boardroom, at 111 East Loop North, Houston, Texas 77029, with the following Commissioners, staff and counsel in attendance:

John D. Kennedy, Acting Chairman  
Theldon R. Branch, III, Commissioner  
Dean E. Corgey, Commissioner  
Stephen H. DonCarlos, Commissioner  
Clyde E. Fitzgerald, Commissioner  
Roy D. Mease, Commissioner  
Roger Guenther, Executive Director  
Thomas G. Schroeter, Associate General Counsel  
J. Kent Friedman, outside counsel

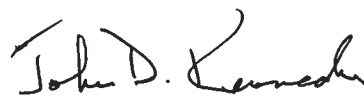
(2018-0626-34) Commissioner Branch moved to authorize the Port Authority to amend its lease with Frontier Logistics, L.P. dated January 1, 2015 of property in La Porte, Texas (as previously amended), on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing, seconded by Commissioner Mease. Commissioners Kennedy, Branch, Corgy, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. MOTION PASSED.

(2018-0626-35) Commissioner Fitzgerald moved to authorize the Port Authority to settle the claims of CYMI Industrial, Inc., on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgy, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. MOTION PASSED.

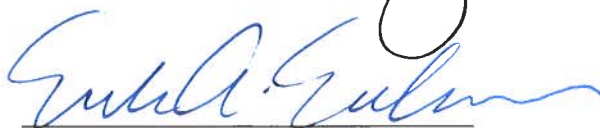
(2018-0626-36) Commissioner Corgy moved to authorize the Port Authority to settle its claims against the M/V BARENTS (formally known as the M/V BBC SWEDEN), on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgy, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. MOTION PASSED.

At 10:40 a.m., Commissioner Kennedy adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the June 26, 2018 meeting of the Port Commission of the Port of Houston Authority.



John D. Kennedy, Acting Chairman



Erik A. Eriksson, Secretary



## H. COMMERCIAL

---

**Subject**                    **1. Award a professional services contract to John C. Martin Associates, LLC for the development of an economic impact study for the Port Authority in an amount not to exceed \$103,500.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, award a professional services contract to John C. Martin Associates, LLC for the development of an economic impact study for the Port Authority in an amount not to exceed \$103,500, 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 - GROWTH (Grow and diversify the business base)

**Category:**  
Awards, Amendments & Change Orders

**Department:**  
Trade Development and Marketing

**Staff Contact:**  
John Moseley

**Background:**  
John C. Martin Associates, LLC (Consultant) has completed prior economic impact studies for the Port Authority and approximately 60 other United States ports. The Port Authority engaged Consultant's services in 2002, 2006, 2012, and 2015.

Contracting this study to Consultant is the most cost-effective means of completing the work, and additionally permits study results to be compared both to the results of previous Port Authority data, and information collected on other U.S. ports.

**Staff Evaluation/Justification:**  
Staff recommends performing a new study using current data. A new economic impact study would measure employment, employee earnings, business revenue, and state and local taxes generated by Port Authority activity. This study will also include an economic impact analysis at the national level. To undertake the study, interviews would be conducted with the firms providing services to the cargo and vessels handled at the public and private terminals along the Houston Ship Channel.

Staff recommends the Port Commission award a professional services contract to the above Consultant.

## H. COMMERCIAL

---

**Subject**                    **2. Approve a three-year lease agreement with Covey Transport, Inc. for approximately 3.66 acres in the Northside Turning Basin Terminal effective no earlier than July 1, 2018 at an annual rental of \$75,190, with an annual increase of the greater of 3% or the increase in the Consumer Price Index.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, approve a three-year lease agreement with Covey Transport, Inc. for approximately 3.66 acres in the Northside Turning Basin Terminal effective no earlier than July 1, 2018 at an annual rental of \$75,190, with 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.

Goals                    STRATEGIC GOAL #2 - GROWTH (Grow and diversify the business base)

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R. D. Tanner

**Background:**

Covey Transport, Inc. (Covey) has occupied an approximately 3.66 acre site in the Northside Turning Basin since March 2011. Covey is currently on a month-to-month lease and staff has determined that a term lease is more appropriate in this case. The property's primary use is for the storage and handling of steel, steel pipe and non-hazardous break bulk products that cross Port Authority docks.

**Staff Evaluation/Justification:**

Staff recommends approval of a three-year Lease Agreement with Covey Transport, Inc.

## H. COMMERCIAL

---

**Subject**                    **3. Approve a one-year lease agreement with Hansen-Mueller Company for an approximately 17.03 acre site including Houston Public Grain Elevator No. 1 at the Northside Turning Basin, effective no earlier than July 1, 2018 at an annual rental of \$536,337.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, approve a one-year lease agreement with Hansen-Mueller Company for an approximately 17.03 acre site including Houston Public Grain Elevator No. 1 at the Northside Turning Basin, effective no earlier than July 1, 2018 at an annual rental of \$536,337, 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 - GROWTH (Grow and diversify the business base)

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R. D. Tanner

**Background:**

By Minute No. 98-1221-13, the Port Commission first authorized a lease with Hansen-Mueller Company for Houston Public Grain Elevator No. 1. Hansen Mueller Company now has requested to renew its latest lease for an additional one-year term.

**Staff Evaluation/Justification:**

Staff recommends approval of a one-year lease agreement with Hansen-Mueller Company on the terms described above.

## H. COMMERCIAL

---

**Subject** 4. Amend the lease agreement with Houston Terminal LLC effective August 1, 2018 for approximately 575 square feet in the Stevedore Support Building #2 at Bayport Container Terminal, for a two-year and one-month term at an annual rental of \$17,275 subject to an annual increase of 3%.

**Meeting** Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

**Access** Public

**Type** Action

**Recommended Action** The Port Commission, at its June 26, 2018 meeting, approve an amendment to extend the lease agreement with Houston Terminal LLC effective August 1, 2018 for approximately 575 square feet in the Stevedore Support Building #2 at Bayport Container Terminal, for a two-year and one-month term at an annual rental of \$17,275 subject to an annual increase 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** STRATEGIC GOAL #2 - GROWTH (Grow and diversify the business base)

**Category:**  
Leases

**Department:**  
Real Estate

**Staff Contact:**  
R. D. Tanner

**Background:**  
Houston Terminal LLC has requested that the Port Authority amend its lease of approximately 575 square feet in the Stevedore Support Building #2 at the Bayport Container Terminal for a two-year and one-month term. Houston Terminal LLC, a stevedoring and shipping business, has been in the leased premises since 2007.

**Staff Evaluation/Justification:**  
Staff recommends approval for this proposed amendment and time extension to the lease agreement.

## I. FINANCE

---

<b>Subject</b>	<b>1. Authorize advertisement and receipt of responses for seven formal procurements.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	<p>The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to advertise and receive responses for seven formal procurements, determine that the proposed procurement methods provide 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 for these procurements.</p> <p>(a) Request for competitive sealed bids for the purchase of replacement spare parts for Ottawa Yard Tractors at Barbours Cut Terminal and Bayport Container Terminal</p> <p>(b) Request for competitive sealed bids for the purchase of electrical repair service to high mast poles at Bayport Container Terminal</p> <p>(c) Request for competitive sealed bids for potable water and sewer systems replacement at Woodhouse Terminal</p> <p>(d) Request for competitive sealed bids for the purchase of materials, contract services, and equipment rentals to resurface laydown area for NYK Line at Barbours Cut Terminal to support heavy cargo loads</p> <p>(e) Request for competitive sealed bids for the purchase of a terminal bus for Bayport Container Terminal</p> <p>(f) Request for competitive sealed proposal for repair services to rail tracks at Turning Basin Terminal</p> <p>(g) Request for proposals for the purchase of BATS (Broadband Antenna Tracking System) and installation at Turning Basin Terminal</p>

**Category:**

Authority to Obtain Bids, Proposals, or Qualifications

**Department:**

Procurement Services

**Staff Contact:**

Yvette Camel-Smith

**Background:**

In accordance with the Port Authority's Procurement Policy, the Port Commission should approve in advance every Port Authority solicitation for the procurement of goods and services that must be approved by the Port Commission pursuant to Texas Water Code Chapter 60 (Formal Procurements). In addition, Texas Water Code Chapter 60 requires that the Port Commission determine which Formal Procurement purchasing method provides "best value" for the Port Authority.

The Port Commission has established the following purchasing methods provide "best value" to the Port Authority, unless it determines otherwise in conjunction with its approval of the solicitation of a Formal Procurement:

- Solicitation of "Competitive Sealed Proposals" or "Competitive Sealed Bids," for construction, repair, rehabilitation, or alteration of facilities (except as provided below), and for non-construction items;
- Solicitation of "Requests for Proposals," for procurement of high technology items, insurance, services, and other intangible items, other than construction services; and
- Solicitation of "Requests for Qualifications," for the professional services of engineers, architects, and surveyors.

**Staff Evaluation/Justification:**

Port Authority staff requests approval to advertise seven new Formal Procurements. Staff has evaluated and recommends the customary best value methods for each procurement.

## K. INFRASTRUCTURE

---

**Subject** 1. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$4,835,052 for the renovation of the Executive Office Building at Turning Basin Terminal to the top-ranked proposer: staff ranking – first, Turner Construction Company; second, Gadberry Construction Company, Inc.; third, Christensen Building Group, LLC; and fourth, Gonzalez Group, LP.

**Meeting** Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

**Access** Public

**Type** Action

**Recommended Action** The Port Commission, at its June 26, 2018 meeting:

- (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Turner Construction Company; second, Gadberry Construction Company, Inc.; third, Christensen Building Group, LLC; and fourth, Gonzalez Group, LP;
- (b) award a construction contract to Turner Construction Company for the renovation of the Executive Office Building at Turning Basin Terminal in an amount not to exceed \$4,835,052;
- (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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**  
Awards, Amendments & Change Orders

**Department:**  
Project and Construction Management

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

**Background:**  
This project consists of the selective demolition and renovation of each floor of the 4-story Executive Office Building at the Turning Basin Terminal. The project's objective is to make the space more energy efficient and to replace systems/features in the building that are beyond their useful life. It is also expected to create space that is flexible enough to grow and change with the organization in the future.

By Minute No. 2018-0130-19(e), the Port Commission authorized the advertisement and receipt of competitive sealed proposals (CSPs) for the renovation of the Executive Office Building at Turning Basin Terminal. The Port Authority notified vendors regarding its request for CSPs using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Eleven vendors downloaded the project materials from BuySpeed.

**Staff Evaluation/Justification:**  
On May 16, 2018, four CSP's were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Turner Construction Company

- Gadberry Construction Company, Inc.
- Christensen Building Group, LLC
- Gonzalez Group, LP

Staff recommends that the Port Commission award a contract to Turner Construction Company and act as otherwise described above.

## K. INFRASTRUCTURE

---

<b>Subject</b>	<b>2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$53,250 for sediment sampling services at Bayport Container Terminal and Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, Benchmark Ecological Services, Inc.; second, Chris Ransome &amp; Associates, Inc. dba CRA, Inc.; and third, Terracon Consultants, Inc.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting: <ol style="list-style-type: none"> <li>(a) approve staff's ranking of the highest-ranked proposers offering the best value to the Port Authority, based on the selection criteria, in the following order – first, Benchmark Ecological Services, Inc.; second, Chris Ransome &amp; Associates, Inc. dba CRA, Inc.; and third, Terracon Consultants, Inc.;</li> <li>(b) award a professional services contract to Benchmark Ecological Services, Inc. for sediment sampling services at Bayport Container Terminal and Barbours Cut Terminal in an amount not to exceed \$53,250;</li> <li>(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</li> <li>(d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.</li> </ol>

**Category:**

Awards, Amendments & Change Orders

**Department:**

Channel Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

The proposed project consists of developing a sediment sampling plan to be coordinated with and approved by the U.S. Army Corps of Engineers (Corps), implement the activities outlined within the plan, and provide a report to the Corps in support of proposed dredging at Port Authority berths at Bayport Container Terminal and Barbours Cut Terminal.

By Minute No. 2017-0524-09(e), the Port Commission authorized the advertisement of a request for proposals (RFPs) for sediment sampling services at Bayport Container Terminal and Barbours Cut Terminal. The Port Authority notified vendors regarding its 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. Thirteen vendors downloaded the project materials from BuySpeed.

**Staff Evaluation/Justification:**

On May 16, 2018 three responses to the RFP 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:

- Benchmark Ecological Services, Inc.
- Chris Ransome & Associates, Inc. DBA CRA, Inc.
- Terracon Consultants, Inc.

Staff recommends that the Port Commission award a contract to Benchmark Ecological Services, Inc. and act as otherwise described above.



## K. INFRASTRUCTURE

---

<b>Subject</b>	<b>3. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$5,876,800 for partial demolition of the former Lighter Aboard Ship (Lash) Dock at Barbours Cut Terminal, to the top-ranked proposer: staff ranking – first, Shoreline Foundation, Inc.; second, GSD Trading USA, Inc.; and third, Taylor Marine Construction.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting: (a) approve staff's ranking of the most qualified vendors based on the selection criteria, in the following order: first, Shoreline Foundation, Inc.; second, GSD Trading USA, Inc.; and third, Taylor Marine Construction, (b) award a construction contract for partial demolition of the former Lighter Abroad Ship (Lash) Dock at Barbours Cut Terminal in an amount not to exceed \$5,876,800, (c) grant authority if a contract cannot be negotiated with the first-ranked vendor to formally, and in writing, end negotiation with the vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposers 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

This project consists of the partial demolition of the Lash Dock, including dock, all dolphins, and sections of the access bridges, and dredging of the areas along the fender line. The project's objective is to improve navigation when entering and exiting the Barbours Cut Channel.

By Minute No. 2017-0725-10(d), the Port Commission authorized the advertisement and receipt of competitive sealed proposals (CSPs) for the demolition of the Lash Dock at Barbours Cut Terminal. The Port Authority notified vendors regarding its request for CSPs using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Thirty-two vendors downloaded the project materials from BuySpeed.

**Staff Evaluation/Justification:**

On April 25, 2018, five CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the CSP. Staff identified the following vendors, listed in ranking order, as most qualified to provide the required services:

- Shoreline Foundation, Inc.
- GSD Trading USA, Inc.
- Taylor Marine Construction

Staff recommends that the Port Commission award a contract to Shoreline Foundation, Inc. and act as otherwise described above.

## K. INFRASTRUCTURE

---

**Subject**                    **4. Rescind the prior award, and award a construction contract to Convergent Technologies, LLC for the 12.47 kV electrical switchyard security at Barbours Cut Terminal, using the National Joint Powers Alliance, a cooperative purchase program, in an amount not to exceed \$56,980.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, rescind the March 27, 2018 award, and award a construction contract to Convergent Technologies, LLC for the 12.47 kV electrical switchyard security at Barbours Cut Terminal, using the National Joint Powers Alliance, a cooperative purchase program, in an amount not to exceed \$56,980, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

The Port Authority is seeking to obtain the services to construct 12.47 kV electrical switchyard security at Barbours Cut Terminal. This project consists of the installation of security cameras, card readers, and access control equipment at Buildings A and B of the 12.47 kV switchyard located on the west side of Wharf 7 at Barbours Cut Terminal.

By Minute No. 2018-0327-21, the Port Commission authorized the award of this contract using the Local Government Purchasing Cooperative's BuyBoard program (BuyBoard) pursuant to the staff recommendation, which the staff recommendation erroneously cited, rather than the National Joint Powers Alliance (NJPA). Staff now seeks authority to award this contract using the NJPA cooperative purchase program.

**Staff Evaluation/Justification:**

The Project & Construction Management Department has determined that the best availability, price, and contract term for the goods and services needed is provided by Convergent Technologies, LLC under the pricing schedule obtained from that vendor's contract with NJPA, and is therefore recommending that the Port Commission rescind the March 27, 2018 award, and instead award a construction contract to Convergent Technologies, LLC using the NJPA cooperative program. The Director of Procurement Services has determined that the use of this cooperative purchase program provides best value to the Port Authority for this purchase.

## K. INFRASTRUCTURE

---

**Subject**                    **5. Rescind the prior award, and award a construction contract to Electra Link Inc. for Wharf 3 telecommunications pre-outage facilities at Barbours Cut Terminal, using the Texas Department of Information Resources, a cooperative purchase program, in an amount not to exceed \$110,734.**

**Meeting**                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

**Access**                    Public

**Type**                      Action

**Recommended Action** The Port Commission, at its June 26, 2018 meeting, rescind the March 27, 2018 award, and award a construction contract to Electra Link Inc. for Wharf 3 telecommunications pre-outage facilities at Barbours Cut Terminal, using the Texas Department of Information Resources, a cooperative purchase program, in an amount not to exceed \$110,734, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**  
Awards, Amendments & Change Orders

**Department:**  
Project and Construction Management

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

**Background:**  
The Port Authority is seeking to obtain the services to construct a new communications network and install equipment at Barbours Cut Terminal, which would redirect all communications flow away from the C3 Amenities building, which will be demolished when the rehabilitation of the Wharf 3 starts. The new construction would ultimately create new routes to redirect all communications to the Pre-Check building located on the south side of Barbours Cut Boulevard.

By Minute No. 2018-0327-19, the Port Commission authorized the award of this contract using the Local Government Purchasing Cooperative's BuyBoard program (BuyBoard) pursuant to the staff recommendation, which the staff recommendation erroneously cited, rather than the Texas Department of Information Resources (DIR). Staff now seeks authority to award this contract using the DIR cooperative purchase program.

**Staff Evaluation/Justification:**  
The Project & Construction Management department has determined that the best availability, price, and contract term for the goods and services needed is provided by Electra Link Inc. under the pricing schedule obtained from that vendor's contract with DIR, and is therefore recommending that the Port Commission rescind the March 27, 2018 award, and instead award a construction contract to Electra Link Inc. using the Texas Department of Information Resources cooperative program. The Director of Procurement Services has determined that the use of this cooperative purchase program provides best value to the Port Authority for this purchase.

## K. INFRASTRUCTURE

---

**Subject**                    **6. Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional services for Port Road parcel supplemental site detention analysis at Bayport Container Terminal in an amount not to exceed \$41,168.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, approve an amendment to the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional services for Port Road parcel supplemental site detention analysis at Bayport Container Terminal in an amount not to exceed \$41,168, and authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals                    STRATEGIC GOAL #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

Staff is seeking to amend the existing professional services contract to Lockwood, Andrews & Newnam, Inc., to perform additional services i.e., a Port Road parcel supplemental site detention analysis at Bayport Container Terminal. This proposed amendment would include additional 2D modeling of the storm water system and recommendations for further action related to storm water and the design of Port Road Phase 3.

**Staff Evaluation/Justification:**

Staff has reviewed Lockwood, Andrews & Newnam, Inc. proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

## K. INFRASTRUCTURE

---

**Subject**                    **7. Amend the professional services contract with Dannenbaum Engineering Corporation to perform additional services for the Wharf 11, 12, and 13 repair design in an amount not to exceed \$5,440.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, approve an amendment to the professional services contract with Dannenbaum Engineering Corporation to perform additional services for the Wharf 11, 12, and 13 repair design, in an amount not to exceed \$5,440, and authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals                    STRATEGIC GOAL #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**  
Awards, Amendments & Change Orders

**Department:**  
Project and Construction Management

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

**Background:**  
Staff is seeking to amend the professional services contract with Dannenbaum Engineering Corporation for the scope for Wharf 11, 12, and 13 repair design, to address certain matters identified the by the Port Operations Division. As a result, an additional amount of \$5,440 has been requested by the consultant in order to complete the work. The total amount of this contract will equal \$55,175 if this amendment is approved.

**Staff Evaluation/Justification:**  
Staff has reviewed Dannenbaum Engineering Corporation proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

## K. INFRASTRUCTURE

---

**Subject** 8. Approve the renewal of an expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric, LLC.

**Meeting** Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

**Access** Public

**Type** Action

**Recommended Action** The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to approve the renewal of an expiring license for a new ten-year term: CenterPoint Energy Houston Electric, LLC, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

The pipeline licensee listed below has applied to renew its license:

<u>Company</u>	<u>File number</u>	<u>License fee</u>
CenterPoint Energy Houston Electric, LLC	2007-0301	\$5,980
	<b>Total</b>	<u>\$5,980</u>

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development department and Port Terminal Railroad Association. The license is to be renewed subject to the Port Authority's usual terms and conditions.

Staff recommends approval.

## K. INFRASTRUCTURE

---

**Subject**                    **9. Issue a pipeline license to CenterPoint Energy Intrastate Pipelines, LLC for one 8-inch natural gas pipeline under and across the Port Authority's Beltway 8 property in Houston.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to issue a pipeline license to CenterPoint Energy Intrastate Pipelines, LLC for one 8-inch natural gas pipeline under and across the Port Authority's Beltway 8 property in Houston, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

CenterPoint Energy Intrastate Pipelines, LLC (CenterPoint), Port Authority File No. 2018-0142, has applied for a pipeline license for one 8-inch natural gas pipeline under and across the Port Authority's Beltway 8 property in Houston, in the Richard & Robert Vince Survey, A-76, in Harris County, Texas.

The pipeline would be part of a larger project between Kinder Morgan and CenterPoint to increase capacity at an existing Kinder Morgan surface valve site located on the Port Authority's Beltway 8 property, within Enterprise's leased premises. The pipeline would extend from the surface site across Enterprise's lease site and into Enterprise's fee property, enabling CenterPoint to provide gas service to Enterprise.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development and Real Estate departments. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$1,608. The \$675 application fee and \$2,500 as-built deposit have been paid.

Staff recommends approval.

## K. INFRASTRUCTURE

---

**Subject**                    **10. Approve the renewal of an expiring Port Authority license for a new ten-year term: Enterprise TE Products Pipeline Company LLC.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY .

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to approve the renewal of an expiring license for a new ten-year term: Enterprise TE Products Pipeline Company LLC, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

The pipeline licensee listed below has applied to renew its license:

<u>Company</u>	<u>File number</u>	<u>License fee</u>
Enterprise TE Products Pipeline Company LLC	2008-0213	\$26,881
	<b>Total</b>	<u>\$26,881</u>

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development department. The license is to be renewed subject to the Port Authority's usual terms and conditions.

Staff recommends approval.



## K. INFRASTRUCTURE

---

**Subject**                    **11. Issue a distribution/transmission line license to Comcast Cable Communications Management, LLC for one fiber optic line across Barbours Cut Terminal property in La Porte.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to issue a distribution/transmission line license to Comcast Cable Communications Management, LLC for one fiber optic line across Barbours Cut Terminal property in La Porte, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

Comcast Cable Communications Management, LLC, Port Authority File No. 2018-0143, has applied for a fiber optic line across Barbours Cut Terminal property in La Porte, in the Johnson Hunter Survey, A-35, in Harris County, Texas.

The line would provide service to ITS Technologies and Logistics located within the Port Authority's Barbours Cut Terminal property.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development, Operations, and IT departments. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$2,716. The \$675 application fee and \$2,500 as-built deposit have been paid.

Staff recommends approval.

**K. INFRASTRUCTURE**

---

**Subject**                    **12. Issue a distribution/transmission line license to AT&T for one fiber optic line and two copper cables across Southside Mainline railroad right-of-way in Pasadena.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to issue a distribution/transmission line license to AT&T for one fiber optic line and two copper cables across Southside Mainline railroad right-of-way in Pasadena, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

AT&T, Port Authority File No. 2018-0001, has applied for a distribution/transmission line license for one fiber optic line and two copper cables across Southside Mainline railroad right-of-way in Pasadena, in the Thomas Earle Survey, A-18, in Harris County, Texas.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development department and the Port Terminal Railroad Association. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$4,824. The \$675 application fee and \$2,500 as-built deposit have been paid.

Staff recommends approval.

## K. INFRASTRUCTURE

---

<b>Subject</b>	<b>13. Issue a pipeline license to MVP Terminalling LLC for one 36-inch refined petroleum products pipeline under and across Pasadena Cut-Off and Southside Mainline railroad right-of-ways in Pasadena.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to issue a pipeline license to MVP Terminalling LLC for one 36-inch refined petroleum products pipeline under and across Pasadena Cut-Off and Southside Mainline railroad right-of-ways in Pasadena, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

MVP Terminalling LLC, Port Authority File No. 2018-0127, has applied for a pipeline license for one 36-inch refined petroleum products pipeline under and across Pasadena Cut-Off and Southside Mainline railroad right-of-ways in Pasadena, in the Thomas Earle Survey, A-18, in Harris County, Texas.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development department and the Port Terminal Railroad Association. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$11,604. The \$675 application fee and \$2,500 as-built deposit have been paid.

Staff recommends approval.

## **K. INFRASTRUCTURE**

---

**Subject**                    **14. Issue a pipeline license to Huntsman International, LLC for numerous pipelines and distribution/transmission lines over and across Manchester Wharves property in Houston.**

**Meeting**                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

**Access**                    Public

**Type**                      Action

**Recommended Action** The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to issue a pipeline license to Huntsman International, LLC for numerous pipelines and distribution/transmission lines over and across Manchester Wharves property in Houston, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

Huntsman International, LLC (Huntsman), Port Authority File No. 2018-0138, has applied for a pipeline license for numerous pipelines and distribution/transmission lines over and across Manchester Wharves property in Houston, in the Moses A. Callahan & Allen Vince Survey, A-9, in Harris County, Texas.

Some of the existing pipelines were originally licensed to Chemical Exchange Industries, Inc. under file number 2000-0106 and Oxid L.P. under file number 1999-0228. Huntsman has since acquired these assets and coordinated with staff to identify additional pipelines and distribution/transmission lines not under license.

Staff seeks to combine file numbers 2000-0106 and 1999-0228 and issue a new license to Huntsman under file number 2018-0138. The new license would also include the newly identified lines.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development and Real Estate departments and the Port Terminal Railroad Association. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$117,635. The \$675 application fee has been paid.

Staff recommends approval.

## K. INFRASTRUCTURE

---

**Subject**                    **15. Amend a pipeline license to INEOS Chocolate Bayou Pipeline LLC to add an 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting, authorize the Port Authority to amend a pipeline license to INEOS Chocolate Bayou Pipeline LLC to add an 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte, 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 Development

**Staff Contact:**

Mark Vincent, P.E.

**Background:**

INEOS Chocolate Bayou Pipeline LLC (INEOS), Port Authority File No. 1988-0064, has applied to add an 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte, in the Arthur McCormick Survey, A-46, in Harris County, Texas.

The proposed pipeline would extend from an existing INEOS pipeline and enter into an existing valve site licensed to Dow. The pipeline would connect to an existing Dow ethylene pipeline, allowing the companies to trade product.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Development department and the Port Terminal Railroad Association. The license is to be issued subject to the Port Authority's usual terms and conditions and at a fee of \$1,554. The \$675 application fee and \$2,500 as-built deposit have been paid.

Staff recommends approval.

## L. OPERATIONS

---

**Subject**                    **1. Reject all proposals, re-advertise a request for proposals, and receive responses for spotting of vessels at all Port Authority facilities.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, (i) reject all proposals that were received for spotting of vessels at all Port Authority facilities on May 16, 2018, (ii) authorize the Port Authority to re-advertise for request for proposals and receive responses for spotting of vessels at all Port Authority facilities, (iii) and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals                    STRATEGIC GOAL #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**  
Reject & Other Actions

**Department:**  
Operations

**Staff Contact:**  
Jeff Davis

**Background:**  
By Minute No. 2018-0327-11(k), the Port Commission authorized the advertisement of and receipt of responses to a request for proposals (RFP) for spotting of vessels at all Port Authority facilities.

**Staff Evaluation/Justification:**  
On May 16, 2018 two RFPs were received, opened, and evaluated by staff in accordance with the published selection criteria.

Staff expects more vendor participation for this project and therefore recommends that the Port Commission reject all proposals that were received and approve readvertising the RFP for spotting of vessels at all Port Authority facilities.

## L. OPERATIONS

---

**Subject**                    **2. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$300,000 for warehouse door repair services at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Johnson Equipment Company; second, Vortex Colorado, Inc.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action The Port Commission, at its June 26, 2018 meeting:  
 (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order - first, Johnson Equipment Company; second, Vortex Colorado, Inc.;  
 (b) award a two-year contract for warehouse door repair services at Turning Basin Terminal in an amount not to exceed \$300,000;  
 (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with the vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and  
 (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

By Minute No. 2017-1023-23(a), the Port Commission authorized the advertisement of competitive sealed proposals (CSPs) for a two-year contract for warehouse door repair services at Turning Basin Terminal.

The Port Authority notified vendors regarding its CSP using the Port Authority's BuySpeed Procurement System and the project was advertised on the Port Authority's website and in a local newspaper. Four vendors downloaded the project materials from BuySpeed.

**Staff Evaluation/Justification:**

On April 11, 2018, two CSP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the CSP. Staff identified the following vendors, listed in ranking order, as most qualified to provide the required service:

- Johnson Equipment Company
- Vortex Colorado, Inc.

Staff recommends that the Port Commission award a two-year contract to Johnson Equipment Company and act as otherwise described above.

## L. OPERATIONS

---

<b>Subject</b>	<b>3. Award a contract for the purchase of one 55,000 lb. capacity Kalmar forklift for Bayport Container Terminal to Darr Equipment Company in an amount not to exceed \$379,500.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, award a contract for the purchase of one 55,000 lb. capacity Kalmar forklift for Bayport Container Terminal to Darr Equipment Company in an amount not to exceed \$379,500, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a 2006 Kalmar forklift, which sustained damages during a fire earlier this year and needs to be replaced. The Maintenance Department at Bayport Container Terminal uses two large capacity forklifts on a daily basis for moving container handling equipment (spreader bars) to/from cranes and shop for repairs. Operations also requires these lifts to efficiently transfer over-sized container loads in the yard. They are essential to vessel operations, and movement of barricades for traffic control as well. The Port Authority is currently filling the need for a second heavy forklift with one rental unit.

By Minute No. 2018-0327-11(d), the Port Commission authorized the advertisement and receipt of competitive sealed bids (CSBs) for the purchase of a new 50,000 lb. forklift for the Bayport Container Terminal. The Port Authority notified vendors regarding its request for CSBs using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Ten vendors downloaded the project materials from BuySpeed.

**Staff Evaluation/Justification:**

On April 25, 2018, three CSBs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Staff recommends that the Port Commission award a contract to Darr Equipment Company and act as described above.



## L. OPERATIONS

---

<b>Subject</b>	<b>4. Award a contract to Industrial &amp; Crane Services, Inc. for replacement of short trolley rails and Gantrex pads on six wharf cranes at Bayport Container Terminal in an amount not to exceed \$2,388,600.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, award a contract to Industrial & Crane Services, Inc. for the replacement of short trolley rails and Gantrex pads on six wharf cranes at Bayport Container Terminal in an amount not to exceed \$2,388,600, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns nine ZPMC wharf cranes operating at its Bayport Container Terminal. These cranes are of machinery on trolley (MOT) design, which places a significant load on trolley rails. The short trolley rails (four pieces per crane, approximately 4-ft. long each) located on the transitions between boom and girder are severely deteriorated on six cranes (207, 209, 210, 212, 213, and 215) commissioned from 2006 through 2010. This results in a significant jolt as the trolley crosses from boom to girder (and vice-versa) causing discomfort to the operator, and electrical/mechanical problems that result in operational downtime.

By Minute No. 2018-0327-11(a), the Port Commission authorized the advertisement and receipt of competitive sealed proposals (CSPs) for the replacement of short rails and Gantrax pads on six wharf cranes at Bayport Container Terminal. The Port Authority notified vendors regarding its 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.

**Staff Evaluation/Justification:**

On May 9, 2018, one CSP was received and opened. The response was reviewed and evaluated by staff in accordance with the published selection criteria.

Staff recommends that the Port Commission award a contract to Industrial & Crane Services, Inc. for the replacement of short rails and Gantrax pads on six wharf cranes at Bayport Container Terminal.

## L. OPERATIONS

---

**Subject**                    **5. Award a two-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 \$300,000.**

Meeting                    Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its June 26, 2018 meeting, issue a purchase order to Home Depot U.S.A., Inc. for the purchase of miscellaneous hardware and construction supplies using the U.S. Communities Government Purchasing Alliance, in an amount not to exceed \$300,000, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority operates a total of three maintenance shops at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal that are mainly responsible for building and facility maintenance. These shops often engage in repairs to buildings as well as relocation and construction of office space. Supplies such as drywall, plywood, lumber, and fittings are needed to successfully complete this work. In an effort to improve efficiency and purchasing power, staff recommends that smaller, informal purchase orders be consolidated into a larger purchase order for these tasks.

**Staff Evaluation/Justification:**

Procuring miscellaneous hardware and construction supplies such as drywall, plywood, lumber, and fittings through the U.S. Communities Government Purchasing Alliance is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Director of Procurement Services has determined that the use of this procurement program provides the best value for this best value determination and purchase.

Staff has determined that Home Depot U.S.A., Inc. is the vendor that best meets the Port Authority's requirements and offers the best price for miscellaneous shop supplies. Home Depot U.S.A., Inc.'s pricing was reviewed and approved by the U.S. Communities Purchasing Alliance. Accordingly, staff recommends that the Port Commission approve this contract.

## L. OPERATIONS

---

<b>Subject</b>	<b>6. 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.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 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 \$300,000, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**  
Awards, Amendments & Change Orders

**Department:**  
Maintenance

**Staff Contact:**  
Paulo Soares

**Background:**  
The Port Authority operates a total of sixteen maintenance shops at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. These shops provide daily support to Port Operations by maintaining equipment and facilities. Numerous supplies such as plumbing and hydraulic components, pumps, small motors, and valves are needed to properly maintain Port Authority assets. In an effort to improve efficiency and purchasing power, staff recommends that smaller, informal purchase orders be consolidated into a larger purchase order for all maintenance locations.

**Staff Evaluation/Justification:**  
Procuring miscellaneous shop supplies such as plumbing and hydraulic components, pumps, small motors, and valves through the Texas Multiple Award Schedule (TXMAS) is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Director of Procurement Services has determined that the use of this procurement program provides the best value for this purchase.

Staff has determined that EVCO Partners, LP dba Burgoon Company is the vendor that best meets the Port Authority's requirements and offers the best price for miscellaneous shop supplies. EVCO Partners, LP dba Burgoon Company's pricing was reviewed and approved by the TXMAS purchasing program. Accordingly, staff recommends that the Port Commission approve this best value determination and contract.

## L. OPERATIONS

---

<b>Subject</b>	<b>7. Award a two-year contract to Carrier Enterprise, LLC for the purchase of spare and replacement parts for Carrier heating, ventilation, and air conditioning units at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's Buyboard Program, in an amount not to exceed \$150,000.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, issue a purchase order to Carrier Enterprise, LLC for purchase of spare and replacement parts for Carrier heating, ventilation, and air conditioning units at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's Buyboard Program, in an amount not to exceed \$150,000, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority is seeking to obtain spare and replacement parts for Carrier heating, ventilation, and air conditioning units (HVAC) at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal.

The Port Authority currently owns and maintains a total of thirty-five Carrier units operating at Port Authority Terminals. These units require a large number of spare and replacement parts, including but not limited to, commercial air conditioner units, compressors, tubing, control boards, and motors for preventative maintenance and repairs to ensure continuous HVAC operations at Port Authority facilities. Funds previously allocated in smaller informal purchase orders are no longer sufficient for these maintenance and repair jobs. New, replacement, and spare parts would be purchased through this contract as needed to properly maintain these units and minimize operational downtime.

**Staff Evaluation/Justification:**

Purchasing these spare and replacement parts through the Local Government Cooperative's Buyboard Program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority. The Director of Procurement Services has determined that the use of this procurement program provides the best value for this purchase.

The Central Maintenance department has determined that the best availability, price, and contract terms for the items needed are provided by Carrier Enterprise, LLC under the pricing schedule obtained from that vendor's contract with the Local Government Purchasing Cooperative's Buyboard Program.

Accordingly, staff recommends the Port Commission approve this best value determination and two-year contract to Carrier Enterprise, LLC for the purchase of spare and replacement parts for Carrier HVAC units.

## L. OPERATIONS

---

<b>Subject</b>	<b>8. Issue a purchase order to Motorola Solutions for the purchase of handheld radios, base stations and related hardware for Bayport Container Terminal, using the the Houston-Galveston Area Council Cooperative Purchasing Program, in an amount not to exceed \$84,000.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, issue a purchase order to Motorola Solutions for the purchase of handheld radios, base stations and related hardware in an amount not to exceed \$84,000, using the Houston-Galveston Area Council Cooperative Purchasing Program, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand) Strategic Objective 4c. - Operate safely and securely

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns 237 portable handheld radios and base stations that are used daily at Bayport Container Terminal by various groups including maintenance and operations personnel, crane operators, and clerks to accomplish their tasks in a safe and efficient manner. Given recent increase in headcount, additional radios and base stations are needed to facilitate proper communication.

**Staff Evaluation/Justification:**

Procuring radios, base stations and related hardware through the Houston-Galveston Area Council Cooperative Purchasing Program is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Director of Procurement Services has determined that the use of this procurement program provides the best value for this purchase.

The HGACBuy website listed Motorola Solutions as a pre-approved provider of radios and base stations. Staff determined that 15 digital APX-4000 portable handheld radios, 6 digital APX-6500 mobile base stations and related hardware best meet the Port Authority's requirements, and that Motorola Solutions is the vendor with the best price for those components. Motorola Solutions pricing for the selected items was reviewed and approved by HGACBuy.

Accordingly, staff recommends the Port Commission approve this best value determination and the purchase of handheld radios, base stations and related hardware using HGACBuy.

## L. OPERATIONS

---

<b>Subject</b>	<b>9. Issue a purchase order to Graybar Electric Company, Inc. for the purchase of LED lighting for Barbours Cut Terminal and Bayport Container Terminal, using the U.S. Communities Government Purchasing Alliance, in an amount not to exceed \$1,100,000.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting, issue a purchase order to Graybar Electric Company, Inc. for the purchase of LED lighting using the U.S. Communities Government Purchasing Alliance, in an amount not to exceed \$1,100,000, 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 #3 - INFRASTRUCTURE (Provide and facilitate infrastructure to meet demand) Strategic Objective 4a. - Be an environmental leader

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

Adequate illumination levels are required for safe operation of our marine terminals. Currently, the vast majority of light fixtures used at Barbours Cut Terminal and Bayport Container Terminal are High Pressure Sodium (HPS) types, which are less efficient and more costly to maintain than LED fixtures. Additionally, staff has determined that the cost to operate LED fixtures is approximately 25% of the cost to operate HPS fixtures.

Therefore, staff recommends that all existing HPS fixtures at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, approximately 2,200 units, be replaced with LED fixtures during a three-year period. The proposed award amount of \$1,100,000 is sufficient to begin this process and procure and install a total of 332 LED light fixtures at Barbours Cut Terminal and Bayport Container Terminal in 2018.

**Staff Evaluation/Justification:**

Procuring lighting components through the U.S. Communities Purchasing program is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Director of Procurement Services has determined that the use of this procurement program provides the best value for this purchase.

Staff has determined that Graybar Electric Company, Inc. is the vendor that best meets the Port Authority's requirements and offers the best price for lighting components. Graybar Electric Company, Inc.'s pricing was reviewed and approved by the U.S. Communities Purchasing program.

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

## M. PEOPLE

---

<b>Subject</b>	<b>1. Enter into one-year contracts for the Port Houston Academy leadership development program, in a total amount not to exceed \$200,000, with: (a) Global Business Management Consultants for project leadership training; (b) Articulus, LLC for executive communications training; (c) Miller Heiman Group, Inc. for stakeholder relationship management training; and (d) Center for Strategy Implementation, Ltd. for business and financial acumen training.</b>
Meeting	Jun 26, 2018 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its June 26, 2018 meeting: (i) authorize the Port Authority to enter into one-year contracts for the Port Houston Academy leadership development program, in a total amount not to exceed \$200,000, with: (a) Global Business Management Consultants for project leadership training, in an amount not to exceed \$35,000; (b) Articulus, LLC for executive communications training, in an amount not to exceed \$47,500; (c) Miller Heiman Group, Inc. for stakeholder relationship management training, in an amount not to exceed \$33,610; (d) Center for Strategy Implementation, Ltd. for business and financial acumen training, in an amount not to exceed \$83,890; and (ii) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to all of the foregoing.
Goals	STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Invest in people and organize for success) Strategic Objective 1b. - Implement a workforce development program

**Category:**

Awards, Amendments & Change Orders

**Department:**

People

**Staff Contact:**

Jessica Shaver

**Background:**

The Port Authority recognizes the need for strong leadership development programs and in December 2017, initiated a pilot program titled Port Houston Academy to further build and cultivate robust leadership capabilities within the organization. In December 2017, the Port Authority entered into contracts with the Miller Heiman Group, Inc., for stakeholder relationship management training, with Global Business Management Consultants for project leadership training, and with Articulus, LLC for executive communications training to deliver the first three training workshops identified in Port Houston Academy.

After completion of those first three training workshops, Port Authority staff evaluated the feedback and determined that it should continue the Port Houston Academy and offer additional training. The Port Authority's strategic plan forms the basis for all critical training investment and helps to facilitate the Port Authority's continued drive to success through leadership in order to achieve its strategic objectives.

The total amounts of these existing engagements will equal \$67,220 (Miller Heilman Group, Inc.), \$52,500 (Global Business Management Consultants) and \$95,000 (Articulus, LLC) if these contracts are approved.

**Staff Evaluation/Justification:**

Port Authority staff recommends full implementation of the Port Houston Academy leadership development program for continued development of Port Authority leadership. The following companies have designed the following comprehensive and customized development programs that would be facilitated through a series of workshops over a twelve-month timeframe:

- Global Business Management Consultants - Project leadership training designed to improve skills in executing projects from idea to completion through consistent application of the project development process.
- Articulus, LLC - Executive communications training designed to improve skills in developing compelling messages that can influence decisions, and not just give information.
- Miller Heiman Group, Inc. - Stakeholder relationship management training designed to improve influencing capabilities aligned with implementing strategic goals, concerning customers, stakeholders and other entities.
- Center for Strategy Implementation, Ltd. - Business and financial acumen training designed to improve financial understanding and context, enhance decision quality skills, and build better business cases.

The Port Houston Academy program is expected to accomplish the following objectives:

- (a) increase leadership capabilities in the organization,
- (b) increase the strategic level of thinking,
- (c) promote cross-functional thinking,
- (d) improve project leadership behaviors and skills by applying the key principles of the PDP process,
- (e) improve management of stakeholder relationships through the use of opportunity management and identification strategies and tactics,
- (f) improve decision making, and
- (g) provide tools that leaders can apply to their work.

Staff has reviewed proposals of each of the above companies and found them to be fair and reasonable. Staff recommends the Port Commission approve engagement of each of the companies on the basis of their demonstrated competence and qualifications.