



# PORT COMMISSION MEETING

**December 6, 2022 – AGENDA**





**Tuesday, December 6, 2022**  
**PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY**

**9:15 a.m.**  
**111 East Loop North**  
**Houston, TX 77029**  
**Fourth Floor Boardroom**  
**And Via WebEx**

**A. CALL TO ORDER**

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**B. OPENING REMARKS BY CHAIRMAN AND COMMISSIONERS**

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1. Governance, legislative, policy, operational, and community matters

**C. APPROVAL OF MINUTES**

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1. Port Commission Public Meeting - October 27, 2022

**D. STAFF REPORTS**

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1. Summary of selected financial and operational matters

**E. APPEARANCES**

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1. Public Comment

**F. EXECUTIVE**

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**Staff Report** – Selected agenda item – Tom Heidt, Chief Operating Officer

**Awards, Amendments & Change Orders**

1. Enter into a service agreement with the Greater Houston Port Bureau, Inc. to provide vessel traffic movement data (real- time and historical) for a one-year period in an amount not to exceed \$80,000, and subscribe to PortXchange Synchronizer for ten users in the amount of \$15,000, for a total of \$95,000.

**G. BUSINESS EQUITY**

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**Staff Report** – Selected agenda item – Maxine Buckles, Chief Business Equity Officer

**Awards, Amendments & Change Orders**

1. Approve an amendment to the professional services contract with Nursify, LLC D/B/A IMC Culture for assistance with implementation of Diversity, Equity, and Inclusion plan initiatives in alignment with the Strategic Plan objective to foster a culture of diversity and inclusion, innovation, and open communication to exercise year one of the two one-year renewal options, in an amount not to exceed \$273,000.

## **H. COMMERCIAL**

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**Staff Report** – Selected agenda items – John Moseley, Chief Commercial Officer

### **Awards, Amendments & Change Orders**

1. Award a professional services contract to John C. Martin Associates, LLC for the development of an updated economic impact study for the Port Authority in an amount not to exceed \$112,500.

### **Leases**

2. Approve acquisition of a fee simple interest in undeveloped public right-of-way, of approximately 0.73-acres from Clinton Drive south to its terminus, from the City of Houston through abandonment and sale, in an amount not to exceed \$174,169.

3. Approve an amendment to the lease with Cooper/Ports America, LLC for approximately 3.56 acres out of Block 8 at Northside Turning Basin to extend the term for one year with a one-year mutual renewal option, effective no earlier than January 1, 2023, at an annual base rent of approximately \$225,691, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of the one-year mutual renewal option.

4. Approve an amendment to the lease with Cooper/Ports America, LLC for approximately 9.136 acres out of Block 12 at Industrial Park East to exercise a one-year mutual renewal option and add four additional one-year mutual renewal options, effective no earlier than January 1, 2023, at an annual base rent of approximately \$255,653, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of each of the additional four mutual renewal options.

5. Approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 0.9 acres out of Block 5C at Northside Turning Basin to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$44,000, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

6. Approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 8.32 acres out of Block 20A at Clinton Drive to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$205,589, subject to an annual base rent escalation of 3%.

7. Ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing January 1, 2023, for approximately 1.33 acres out of Block 27D at Industrial Park East, at an annual base rent of approximately \$57,420.

## **I. FINANCE**

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**Staff Report** – Selected agenda items – Tim Finley, Chief Financial Officer

### **Awards, Amendments & Change Orders**

1. Award a professional services agreement in an amount not to exceed \$85,000 for audit and consulting services related to the Port Authority's Construction Drawing (As Built) Process to Revenew International, LLP.

**General**

2. Authorize payment to the Harris County Appraisal District for appraisal services to be provided to the Port Authority for fiscal year 2023 in an amount not to exceed \$405,000 and authorize payment to the Harris County Tax Assessor-Collector for collection services for the 2022 tax year in an amount not to exceed \$1,100,000.

**J. INFRASTRUCTURE**

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**Staff Report** – Selected agenda items – Rich Byrnes, Chief Infrastructure Officer

**Awards, Amendments & Change Orders**

1. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$882,150 for the annual concrete replacement at Turning Basin Terminal in 2023 to the top-ranked proposer: staff ranking - first, Resicom, Inc.; second, Jerdon Enterprise, LP; and third, Forde Construction Company, Inc.

2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$7,209,538 for land development of 35 acres south of Port Road at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, R&T Ellis Excavating, Inc.; second, Rigid Constructors, LLC; and third, Brice Civil Constructors, LLC.

3. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$6,283,400 to install ductbank to support the east end at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Harper Brothers Construction, LLC; second, Boyer, Inc.; and third, Main Lane Industries, Ltd.

4. Award a contract to Houston Audubon Society, Inc. for monitoring and management of waterfowl at Evia Island and Long Bird Island for a term of four years in an amount not to exceed \$243,200.

5. Award a professional services contract in an amount not to exceed \$625,929 to Leonard Coastal Management Consulting, Inc. to provide professional services for project management support and other general assistance for the Houston Ship Channel Expansion Channel Improvement Project.

6. Approve a purchase order to Systemates, Inc., the sole source provider, for annual software licensing, increasing user licenses to sixty-five, and adding the Power BI integration, in an amount not to exceed \$53,498.

7. Amend the professional services contract with HDR Engineering, Inc. for land development of 35 acres south of Port Road at Bayport Container Terminal in an amount not to exceed \$52,603.

8. Authorize an additional transaction confirmation for 34 months under the master services agreement with MP2 Energy Texas LLC for one additional metered electrical service at Barbours Cut Terminal in an amount not to exceed \$1,300,000.

9. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Wharf 6 at Bayport Container Terminal in an amount not to exceed \$455,096.

***Permits/Licenses/Pipeline Easements***

10. Approve the renewal of the following expiring Port Authority licenses for new thirty-year terms: Chevron Phillips Chemical Company LP, Equistar Chemicals, LP, Houston Pipe Line Company LP, Targa Downstream LLC, and Targa Pipeline Company LLC.
11. Issue a pipeline license to CenterPoint Energy Resources Corporation for one 4-inch natural gas pipeline crossing the Northside Mainline railroad right-of-way near Dorsett Street.
12. Issue a pipeline license to HSC Pipeline Partnership, LLC for one 8-inch ethylene pipeline crossing the Southside Mainline railroad right-of-way in several locations.
13. Issue a pipeline license to HSC Pipeline Partnership, LLC for one 6-inch polypropylene pipeline crossing the Manchester Lead railroad right-of-way, Sims Bayou, the Sims Bayou property, and the Southside Mainline railroad right-of-way.
14. Issue a private adjacency barge fleeting lease agreement and amend a marine construction permit with 14000 Industrial Holdings, LLC for approximately 1.8 acres of submerged land in Greens Bayou at an initial monthly rental amount of \$540 for a ten-year term.
15. Issue a private road grade crossing license to the Texas Historical Commission over the access road leading to the Peggy Lake Dredge Material Placement Area.
16. Amend and renew a pipeline license to Equistar Chemicals, LP for one ten-inch ethylene pipeline crossing the Houston Ship Channel, the Bulk Materials Handling Plant property, the Wah Chang property and the Northside Mainline railroad right- of-way, and add and expand an existing valve site located at the Bulk Materials Handling Plant property.

**K. OPERATIONS**

***Staff Report*** – Selected agenda items – Jeff Davis, Chief Port Operations Officer

***Awards, Amendments & Change Orders***

1. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$180,000 for the purchase of basic technical training for maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal to the top- ranked proposer: staff ranking - first, TPC Training; second, SEAM Group, LLC; and third, Port Technical Services; and award a two-year contract to Port Technical Services for the purchase of equipment specific training for maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$270,000, in the total amount not to exceed \$450,000.
2. Approve staff's ranking of vendors and award a contract in an amount not to exceed \$4,473,357 for the purchase of replacement trolley rails for nine wharf cranes at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Gantrex, Inc.; and second, ZPMC NA East Coast Inc. dba ZPMC USA Inc.

3. Award a two-year contract to United A/C Supply for the purchase of spare and replacement parts for Daikin Commercial, Daikin, York and Liebert heating, ventilation, and air conditioning (HVAC) systems at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$600,000; and award a two-year contract to Johnson Supply, Inc. for the purchase of spare and replacement parts for Bard, Friedrich HVAC systems, and miscellaneous HVAC systems parts and supplies at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000, in a total amount not to exceed \$1,000,000.
4. Award a contract to Integrated Industries for chassis maintenance and repair services at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$500,000.
5. Award a contract to Konecranes, Inc., the sole source provider, for the purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control systems retrofit for ten rubber-tired gantry (RTG) cranes at Bayport Container Terminal in an amount not to exceed \$5,724,000.
6. Award a two-year contract to Doggett Heavy Machinery Services, the sole source provider, for the purchase of John Deere engine parts for hybrid rubber-tired gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$200,000.
7. Award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Barbours Cut Terminal in an amount not to exceed \$124,000.
8. Award a contract to Alimak Group USA, Inc., the sole source provider, for the retrofit of personnel elevators on three electric dockside container cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$70,000.
9. Amend the contract with Konecranes Finland Corporation to upgrade emergency main hoist brakes and provide spare engine and over-height attachment for twenty-six rubber-tired gantry (RTG) cranes for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$650,266.
10. Approve a change order with Port-A-San, Ltd. for the rental of portable toilets for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$100,000.

**General**

11. Recommendation to issue Stevedore Licenses for one-year terms commencing January 1, 2023 to Agri American Stevedores, LLC; APS Stevedoring, LLC; BBM Terminals Corp.; Ceres Gulf, Inc.; Cooper/Ports America; Gulf Stream Marine, Inc.; Jacintoport International, LLC; Kinder Morgan, Inc.; Richardson Stevedoring, and Logistics Services, Inc.; Schroder Marine Service; Suderman Contracting Stevedores, Inc.; and Terminal Link Texas (previously known as Marine Terminal Corporation East), for a five-year term commencing January 1, 2023 to Empire Stevedoring (Houston) upon each applicant's satisfactory completion of all requirements and obligations for license issuance.

12. Authorize the re-issuance and amendment of Port Authority Tariffs Nos. 8, 14, and 15, to amend certain subrules relating to (i) prohibitions on explosives at Port Authority facilities, and (ii) chassis rentals.

## **L. PEOPLE**

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**Staff Report** – Selected agenda items – Jessica Shaver, Chief People Officer

### **Awards, Amendments & Change Orders**

1. Approve staff’s ranking of vendors and award a contract to Gallagher Benefits Services, Inc. for employee benefits consulting services for an initial period of three years, renewable for a two-year period at the option of the Port Authority, at a cost of \$100,000 per year for the first three years and in an amount not to exceed \$300,000, to the top-ranked proposer: staff ranking – first, Gallagher Benefits Services, Inc.; second, Lockton-Dunning Series of Lockton Companies, LLC; and third, McGriff Insurance Services, Inc.

2. Authorize funding for calendar year 2023, for the payment of claims from the Port Authority’s self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$17,000,000.

3. Issue a purchase order to Office and Furniture Companies of Texas LLC DBA Greater Houston Office Products for the purchase of office supplies, toner cartridges, and copy machine paper, using OMNIA Partners, Public Sector (FKA National Intergovernmental Purchasing Alliance), a cooperative purchase program, in an amount not to exceed \$165,000 for a two- year period.

## **M. SECURITY AND EMERGENCY OPERATIONS**

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**Staff Report** – Selected agenda items – Marcus Woodring, Chief Port Security and Emergency Operations Officer

### **Awards, Amendments & Change Orders**

1. Approve staff’s ranking of vendors and award a three-year service contract in an amount not to exceed \$1,000,000 for shipyard maintenance services of six Port Authority vessels to the top ranked proposer: staff ranking – first, National Cotton Inc. dba Pier 77 Marine; and second, Southwest Shipyard, L.P.

2. Issue a purchase order to Siddons Martin Emergency Group for the purchase of a 2023 fire engine, using the Houston- Galveston Area Council’s Cooperative Purchasing Program, in an amount not to exceed \$817,000.

### **General**

3. Approve the assignment of the agreement for hazardous materials incident response services with Oil Mop LLC (d/b/a OMI Environmental Solutions) to E3 OMI, LLC.



## **N. TECHNOLOGY**

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**Staff Report** – Selected agenda items – Charles Thompson, Chief Information Officer

### **Awards, Amendments & Change Orders**

1. Issue a purchase order to Netsync Network Solutions for the purchase of Information Technology network hardware, software, subscriptions, maintenance, and support to replace antiquated equipment, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$700,000.
2. Issue purchase orders for support and maintenance of the Port Authority's NetApp data storage environment for (i) data and hard drive storage to Xenex, LLC in an amount not to exceed \$180,000, and (ii) hardware infrastructure for storage environment to Netsync Network Solutions in an amount not to exceed \$32,000, in a total amount not to exceed \$212,000.
3. Issue a purchase order to Netsync Network Solutions for purchase of networking equipment to support new ship-to-shore cranes, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$72,000.
4. Issue a purchase order to Escal Institute of Advanced Technologies, Inc. (dba SANS Institute), the sole source provider, for the purchase of cybersecurity training in an amount not to exceed \$74,000.
5. Issue a purchase order to Xenex, LLC for purchase of Veeam licensing and software renewal, using the United States General Services Administration, an agency of the United States, in an amount not to exceed \$75,000.

## **O. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION**

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1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultation regarding the Memorandum of Settlement Agreement with the City of Seabrook, Texas, and a proposed amendment to the agreement for legal services with Littler Mendelson
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Bayport Terminal vicinity property, Galveston Bay vicinity property, Pelican Island property, and Woodhouse Terminal property
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act)
5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
6. Adjourn Executive Session

## **P. RECONVENE OPEN MEETING**

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

**Q. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS**

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1. Governance, legislative, policy, operational, and community matters

**R. ADJOURN MEETING**

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1. Next Meeting Requested - January 26, 2023 - Thursday
2. Adjourn Port Commission Meeting

## F. EXECUTIVE

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<b>Subject</b>	<b>1. Enter into a service agreement with the Greater Houston Port Bureau, Inc. to provide vessel traffic movement data (real-time and historical) for a one-year period in an amount not to exceed \$80,000, and subscribe to PortXchange Synchronizer for ten users in the amount of \$15,000, for a total of \$95,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, enter into a service agreement with the Greater Houston Port Bureau, Inc. to provide vessel traffic movement data (real-time and historical) for a one-year period in an amount not to exceed \$80,000, and subscribe to PortXchange Synchronizer for ten users in the amount of \$15,000, for a total of \$95,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Executive

**Staff Contact:**

Tom Heidt

**Background:**

By Minute No. 2021-1207-05, the Port Commission authorized a service agreement with the Greater Houston Port Bureau, Inc. (GHPB), which is set to expire December 31, 2022.

The GHPB is the non-profit agency representing over 800 organizations in the Texas Gulf maritime community. The GHPB generally serves as one of the Port Authority's links to those member businesses, acts as an advocate on behalf of the Port Authority and its other members, and provides other services to its members.

**Staff Evaluation/Justification:**

Staff recommends that in 2022 the Port Authority continue to use GHPB services, by entering into a one-year contract to provide vessel traffic movement data (real-time and historical), and subscription services to PortXchange Synchronizer, and when appropriate, to assist the Port Authority in regulatory and economic development matters. These services may also include advice on safety, security, and environmental response issues provided by a prior U.S. Coast Guard Captain of the Port, who now heads up the GHPB.

Separately, staff proposes to continue as a member of the GHPB, and participate in other activities on an individual basis. Staff recommends the Port Commission approve this service agreement.



## G. BUSINESS EQUITY

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<b>Subject</b>	<b>1. Approve an amendment to the professional services contract with Nursify, LLC D/B/A IMC Culture for assistance with implementation of Diversity, Equity, and Inclusion plan initiatives in alignment with the Strategic Plan objective to foster a culture of diversity and inclusion, innovation, and open communication to exercise year one of the two one-year renewal options, in an amount not to exceed \$273,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve an amendment to the professional services contract with Nursify, LLC D/B/A IMC Culture for assistance with implementation of Diversity, Equity, and Inclusion plan initiatives in alignment with the Strategic Plan objective to foster a culture of diversity and inclusion, innovation, and open communication to exercise year one of the two one-year renewal options, in an amount not to exceed \$273,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Business Equity

**Staff Contact:**

Maxine Buckles

**Background:**

By Minute No. 2020-0128-06, the Port Commission approved and adopted the 2020 Strategic Plan, which includes the goal to "Be the Best Place to Work," with an objective to foster a culture of diversity and inclusion, innovation, and open communication.

In addition, by Minute No. 2021-0521-05, the Port Commission adopted a formal position statement to express the Port Authority's commitment to diversity, equity, and inclusion (DEI), and solidify the organization's pledge to foster a culture of diversity and inclusion:

Diversity, Equity, Inclusion. These principles are interwoven with Port Houston's core values and will become part of our fabric and foundation. We are committed to doing what is right within our organization and throughout our community.

The DEI Position Statement was the first of many steps the Port Authority has taken to achieve the Strategic Plan DEI goals.

By Minute No. 2021-0720-35, the Port Commission approved a professional services contract with Nursify, LLC D/B/A IMC Culture (IMC) to perform a DEI assessment and assist staff with the development of a DEI plan. IMC is a registered MBE.

The goal of the DEI Plan is to align the Port Authority's internal DEI efforts as well as the external efforts in Business Equity and Community Engagement. This is to continue to be an ongoing commitment involving 3 to 5 years of focused actions. The requested amendment would continue our DEI efforts assisting Port Authority staff with the implementation of the DEI plan, including, but not limited to, additional analyses and organization-wide assessments as may be required.

By Minute No. 2022-0224-09, the Port Commission approved a professional services contract with IMC to assist Port Authority staff with the implementation of the DEI plan initiatives.

**Staff Evaluation/Justification:**

Staff believes, based on IMC's experience with DEI plan analyses, development, and implementation, in addition to its familiarity with the Port Authority, that IMC is the firm best suited to continue to assist Port Authority staff with the implementation of the DEI plan.

Accordingly, staff recommends that the Port Commission approve extension of this contract and associated funding.



## H. COMMERCIAL

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**Subject**                    **1. Award a professional services contract to John C. Martin Associates, LLC for the development of an updated economic impact study for the Port Authority in an amount not to exceed \$112,500.**

Meeting                    Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its December 6, 2022 meeting, award a professional services contract to John C. Martin Associates, LLC for the development of an updated economic impact study for the Port Authority in an amount not to exceed \$112,500, 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 Objective 2a. - Widen, deepen, and maintain the Houston Ship Channel  
STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)  
STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Commercial

**Staff Contact:**

Christine Abbruscato

**Background:**

John C. Martin Associates, LLC (Consultant) has completed prior economic impact studies for the Port Authority and several other U.S. ports. The Port Authority engaged in Consultant services in 2002, 2006, 2012, 2015, and 2018.

Contracting this study to Consultant 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 Houston Ship Channel activity. This study would 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 approve the award of a professional services contract to the above Consultant.





## H. COMMERCIAL

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<b>Subject</b>	<b>2. Approve acquisition of a fee simple interest in undeveloped public right-of-way, of approximately 0.73-acres from Clinton Drive south to its terminus, from the City of Houston through abandonment and sale, in an amount not to exceed \$174,169.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve acquisition of a fee simple interest in undeveloped public right-of-way, of approximately 0.73-acres from Clinton Drive south to its terminus, from the City of Houston through abandonment and sale, in an amount not to exceed \$174,169, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships) Strategic Objective 3a. - Cultivate key relationships to accomplish common goals STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R.D. Tanner

**Background:**

The Port Authority acquired a 4.00-acre tract of land located off Clinton Drive in March 2015 and an adjacent 7.83-acre tract of land in December 2020. The Port Authority currently leases the 4.00- and 7.83-acre tracts of land to R. Warehousing & Port Services, Inc. under a month-to-month lease for the storage and handling of steel products and general cargo.

Through the diligence process for the acquisition of the 4.00- and 7.83-acre tract of land, it was identified that an undeveloped public right-of-way, referenced as the "Houston & Clinton Public Road" on obtained surveys, ran directly between both referenced tracts owned by the Port Authority. Obtaining this undeveloped right-of-way is crucial to the full utilization of both tracts as a whole.

Staff now proposes to acquire this public right-of-way owned by the City of Houston, located between the 4.00- and 7.83-acre tracts of land.

**Staff Evaluation/Justification:**

Staff recommends the Port Commission approve the proposed acquisition of the undeveloped City of Houston right-of-way through its abandonment and sale.



## H. COMMERCIAL

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**Subject** 3. Approve an amendment to the lease with Cooper/Ports America, LLC for approximately 3.56 acres out of Block 8 at Northside Turning Basin to extend the term for one year with a one-year mutual renewal option, effective no earlier than January 1, 2023, at an annual base rent of approximately \$225,691, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of the one-year mutual renewal option.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, approve an amendment to the lease with Cooper/Ports America, LLC for approximately 3.56 acres, which includes an approximately 15,563 square foot warehouse, out of Block 8 at Northside Turning Basin to extend the term for one year with a one-year mutual renewal option, effective no earlier than January 1, 2023, at an annual base rent of approximately \$225,691, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of the one-year mutual renewal option, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)  
Strategic Objective 3a. - Cultivate key relationships to accomplish common goals  
STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)  
Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**  
Leases

**Department:**  
Real Estate

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

**Background:**  
The Port Commission previously approved a one-year lease with a one-year mutual option with Cooper/Ports America, LLC (CPA) for approximately 3.56 acres, which includes an approximately 15,563 square foot warehouse, out of Block 8 at Northside Turning Basin. The property is used for maintenance, storage, and repair of mechanical equipment.

Subsequently, CPA and the Port Authority exercised the one-year mutual renewal option to extend the lease term from January 1, 2021 through December 31, 2021, and the Port Commission approved an amendment to the lease with CPA to, among other things, extend the term through December 31, 2022.

CPA has requested that the Port Authority extend the lease term for an additional one year with a one-year mutual renewal option and intends to continue to use the property for the purpose described above.

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



## H. COMMERCIAL

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<b>Subject</b>	<b>4. Approve an amendment to the lease with Cooper/Ports America, LLC for approximately 9.136 acres out of Block 12 at Industrial Park East to exercise a one-year mutual renewal option and add four additional one-year mutual renewal options, effective no earlier than January 1, 2023, at an annual base rent of approximately \$255,653, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of each of the additional four mutual renewal options.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve an amendment to the lease with Cooper/Ports America, LLC for approximately 9.136 acres out of Block 12 at Industrial Park East to exercise a one-year mutual renewal option and add four additional one-year mutual renewal options, effective no earlier than January 1, 2023, at an annual base rent of approximately \$255,653, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index upon the exercise of each of the additional four mutual renewal options, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships) Strategic Objective 3a. - Cultivate key relationships to accomplish common goals STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R. D. Tanner

**Background:**

The Port Commission previously approved a one-year lease with a one-year mutual option with Cooper/Ports America, LLC (CPA) for approximately 9.136 acres out of Block 12 at Industrial Park East, to begin January 1, 2022. The property is used for the storage and handling freight all kinds (FAK), and general cargo.

CPA has requested that the Port Authority approve the exercise of the existing mutual option to extend the lease by one year to commence January 1, 2023. CPA has also requested that the Port Authority add four additional one-year mutual options, which would all be subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index. CPA intends to continue to use the property for the purpose described above.

**Staff Evaluation/Justification:**

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



## H. COMMERCIAL

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**Subject** 5. Approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 0.9 acres out of Block 5C at Northside Turning Basin to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$44,000, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 0.9 acres out of Block 5C at Northside Turning Basin to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$44,000, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)  
Strategic Objective 3a. - Cultivate key relationships to accomplish common goals  
STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)  
Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R.D. Tanner

**Background:**

The Port Commission previously approved a thirteen-month lease expiring at year end with R. Warehousing & Port Services, Inc. (R. Warehousing) for approximately 0.9 acres, which includes 7,700 square feet of rail shed space, out of Block 5C at Northside Turning Basin. The property is used for storing and handling steel products and general cargo.

R. Warehousing has requested that the Port Authority extend the lease term for an additional one year and intends to continue to use the property for the purpose described above.

**Staff Evaluation/Justification:**

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





## H. COMMERCIAL

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<b>Subject</b>	<b>6. Approve an amendment to the lease with R. Warehousing &amp; Port Services, Inc. for approximately 8.32 acres out of Block 20A at Clinton Drive to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$205,589, subject to an annual base rent escalation of 3%.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 8.32 acres out of Block 20A at Clinton Drive to extend the term for one year, effective no earlier than January 1, 2023, at an annual base rent of approximately \$205,589, subject to an annual base rent escalation of 3%, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships) Strategic Objective 3a. - Cultivate key relationships to accomplish common goals STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**  
Leases

**Department:**  
Real Estate

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

**Background:**

The Port Commission previously approved a one-year lease with R. Warehousing & Port Services, Inc. (R. Warehousing) for approximately 8.32 acres out of Block 20A at Clinton Drive to begin January 1, 2020. The property is used for steel storage and handling.

Subsequently, the Port Commission previously approved an amendment to the lease with R. Warehousing to, among other things, extend the lease term through December 31, 2022.

R. Warehousing has requested that the Port Authority extend the lease term for an additional one year and intends to continue to use the property for the purpose described above.

**Staff Evaluation/Justification:**

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



## H. COMMERCIAL

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**Subject** 7. Ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing January 1, 2023, for approximately 1.33 acres out of Block 27D at Industrial Park East, at an annual base rent of approximately \$57,420.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing January 1, 2023 for approximately 1.33 acres out of Block 27D at Industrial Park East, at an annual base rent of approximately \$57,420, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)  
Strategic Objective 3a. - Cultivate key relationships to accomplish common goals  
STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)  
Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

**Category:**

Leases

**Department:**

Real Estate

**Staff Contact:**

R.D. Tanner

**Background:**

The Port Authority currently has a month-to-month lease with Schroder Marine Services, Inc. (Schroder Marine) for approximately 1.33 acres out of Block 27D at Industrial Park East that will have been in effect for more than one year after January 1, 2023. An amendment to the Texas Water Code adopted in the 2011 State of Texas legislative session requires that the Port Commission authorize month-to-month lease agreements in effect for more than one year.

Schroder Marine's current annual base rent is approximately \$55,748 and is based upon the current premium rate for a month-to-month lease agreement. Schroder Marine's annual base rent commencing January 1, 2023 would be \$57,420, which is based upon the new month-to-month lease rate increase which was approved by the Port Commission in October. Schroder Marine uses the leased premises for storing and handling of containers.

**Staff Evaluation/Justification:**

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



## I. FINANCE

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**Subject** 1. Award a professional services agreement in an amount not to exceed \$85,000 for audit and consulting services related to the Port Authority's Construction Drawing (As Built) Process to Renew International, LLP.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, award a professional services agreement in an amount not to exceed \$85,000 for audit and consulting services related to the Port Authority's Construction Drawing (As Built) Process to Renew International, LLP, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals Strategic Objective 1c. - Deliver excellence and continuous improvement in all core functions  
STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Internal Audit

**Staff Contact:**

Shannon Williams

**Background:**

By Minute No. 2021-1207-07, the Port Commission approved the Port Authority's Internal Audit 2022 Annual Audit Plan, which includes unplanned requests and special projects when requested by Port Authority management as deemed appropriate.

Staff proposes that the Port Authority enter into an agreement whereby assistance would be provided to the Internal Audit Division in conducting an audit and providing consulting services (related to specialized knowledge) for improving the current construction drawing (As Built) process. The objective of this audit would be to perform a baseline review and document the drawing processes currently in use and generate recommendations for improvements to these processes. Expected deliverables would include the evaluation of high-risk areas, the adequacy of existing practices, and control gaps. This audit would also include a risk-based approach to design and perform test procedures used to evaluate the effectiveness of existing processes and related controls.

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

**Staff Evaluation/Justification:**

On October 17, 2022, one RFP was received, opened, and publicly read.

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



## I. FINANCE

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<b>Subject</b>	<b>2. Authorize payment to the Harris County Appraisal District for appraisal services to be provided to the Port Authority for fiscal year 2023 in an amount not to exceed \$405,000 and authorize payment to the Harris County Tax Assessor-Collector for collection services for the 2022 tax year in an amount not to exceed \$1,100,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize payment to the Harris County Appraisal District for appraisal services to be provided to the Port Authority for fiscal year 2023 in an amount not to exceed \$405,000 and authorize payment to the Harris County Tax Assessor-Collector for tax collection services for the 2022 tax year in an amount not to exceed \$1,100,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)

**Category:**  
General

**Department:**  
Controller

**Staff Contact:**  
Curtis Duncan

**Background:**

The Harris County Appraisal District provides appraisal services to the Port Authority in connection with its ad valorem taxes. As provided in Section 6.06(d), Texas Property Tax Code, "each taxing unit [e.g., the Port Authority] participating in the [appraisal] district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed in the [appraisal] district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of property taxes imposed in the [appraisal] district by each participating unit for that year."

In addition, pursuant to statute, the Harris County Tax Assessor-Collector is charged with the assessment and collection of taxes levied on behalf of the Port Authority within the Port Authority's jurisdiction, and receives compensation for such services as agreed to by the Port Commission and Harris County Commissioners Court. In July 2007, the Harris County Commissioners Court adopted a fee schedule, which remains in use at the present time, such that each taxing unit is charged property tax collection fees at the rate of \$1.10 per parcel plus \$0.0275 per hundred dollars of taxable valuation.

**Staff Evaluation/Justification:**

The Harris County Appraisal District has indicated that the estimated cost allocation to the Port Authority for appraisal services to be provided for fiscal year 2023 is under \$405,000. Staff recommends that the Port Commission authorize payment of such expense, which is usually invoiced and paid in four quarterly installments, the first of which is due by December 31, 2022, in the not to exceed amount referenced above.

The Harris County Tax Assessor-Collector has notified the Port Authority that the estimated preliminary property tax collection fees for the 2022 tax year is under \$1,100,000. This fee is normally withheld at the rate of 2.5% from all Port Authority tax collections starting July 2022 until the full amount is collected.

Staff recommends Port Commission authorization of such collection fees in the not to exceed amount referenced above.





## J. INFRASTRUCTURE

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<b>Subject</b>	<b>1. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$882,150 for the annual concrete replacement at Turning Basin Terminal in 2023 to the top-ranked proposer: staff ranking - first, Resicom, Inc.; second, Jerdon Enterprise, LP; and third, Forde Construction Company, Inc.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Resicom, Inc.; second, Jerdon Enterprise, LP; and third, Forde Construction Company, Inc.; (b) award a contract to Resicom, Inc. for the annual concrete replacement at Turning Basin Terminal in 2023, in an amount not to exceed \$882,150; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

This project consists of the removal and replacement of damaged and or deteriorated concrete pavement at Turning Basin Terminal.

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

**Staff Evaluation/Justification:**

On October 26, 2022, four CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- Resicom, Inc.
- Jerdon Enterprise, LP
- Forde Construction Company, Inc.

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



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$7,209,538 for land development of 35 acres south of Port Road at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, R&amp;T Ellis Excavating, Inc.; second, Rigid Constructors, LLC; and third, Brice Civil Constructors, LLC.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, R&T Ellis Excavating, Inc.; second, Rigid Constructors, LLC; and third, Brice Civil Constructors, LLC; (b) award a contract to R&T Ellis Excavating, Inc. for land development of 35 acres south of Port Road at Bayport Container Terminal, in an amount not to exceed \$7,209,538; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

This project consists of approximately thirty-five acres of land development in a previous dredge material placement area (DMPA), located south of Port Road at the Bayport Container Terminal.

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

**Staff Evaluation/Justification:**

On December 6, 2022, seven CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- R&T Ellis Excavating, Inc.
- Rigid Constructors, LLC
- Brice Civil Constructors, LLC

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to R&T Ellis Excavating, Inc. and act as otherwise described above.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>3. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$6,283,400 to install ductbank to support the east end at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Harper Brothers Construction, LLC; second, Boyer, Inc.; and third, Main Lane Industries, Ltd.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Harper Brothers Construction, LLC; second, Boyer, Inc.; and third, Main Lane Industries, Ltd.; (b) award a contract to Harper Brothers Construction, LLC to install ductbank to support the east end at Bayport Container Terminal, in an amount not to exceed \$6,283,400; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

This project consists of the installation of electrical and telecommunication ductbank, including boring under entry gate pavement, to support the buildout of the east end at Bayport Container Terminal.

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

**Staff Evaluation/Justification:**

On November 9, 2022, four CSPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- Harper Brothers Construction, LLC
- Boyer, Inc.
- Main Lane Industries, Ltd.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Harper Brothers Construction, LLC and act as otherwise described above.



## J. INFRASTRUCTURE

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**Subject** 4. Award a contract to Houston Audubon Society, Inc. for monitoring and management of waterfowl at Evia Island and Long Bird Island for a term of four years in an amount not to exceed \$243,200.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to award a contract to Houston Audubon Society, Inc. for monitoring and management of waterfowl at Evia Island and Long Bird Island for a term of four years in an amount not to exceed \$243,200, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

On April 26, 1995, the Port Commission approved a resolution to monitor and maintain the Beneficial Use Sites in accordance with the monitoring and maintenance plan adopted for the previous Houston Ship Channel widening and deepening project. Monitoring of Evia Island and Long Bird Island is also the responsibility of the Port Authority under the Houston Ship Channel project cooperation agreement.

By Minute No. 2019-0129-18, the Port Commission most recently awarded a contract to the Houston Audubon Society to provide annual monitoring and reporting of bird habitat at Evia Island. The contract was awarded with a term of four years, to expire December 31, 2022.

Evia Island and newly constructed Long Bird Island provides much-needed nesting and roosting habit for Galveston Bay colonial waterfowl. The channel project agreement requires management to discourage human disturbance and predator activity and to verify the effectiveness of the islands as waterfowl habitat.

**Staff Evaluation/Justification:**

The Houston Audubon Society is uniquely qualified to manage Evia Island and Long Bird Island and was recommended for use by the Inter-agency Coordination Team comprised of federal and state agencies.

Staff has evaluated the capability of the Houston Audubon Society and recommends that the Port Commission award a contract as described herein.





## J. INFRASTRUCTURE

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<b>Subject</b>	<b>5. Award a professional services contract in an amount not to exceed \$625,929 to Leonard Coastal Management Consulting, Inc. to provide professional services for project management support and other general assistance for the Houston Ship Channel Expansion Channel Improvement Project.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a professional services contract in an amount not to exceed \$625,929 to Leonard Coastal Management Consulting, Inc. to provide professional services for project management support and other general assistance for the Houston Ship Channel Expansion Channel Improvement Project, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Channel Improvement

**Staff Contact:**

Lori Brownell

**Background:**

Project 11 is the eleventh major Houston Ship Channel improvement project and is formally referred to as the Houston Ship Channel Expansion Channel Improvement Project (HSC-ECIP).

At present, the Port Authority has the following HSC-ECIP projects underway:

- Segment 1A, Package 3/4A, Bolivar Roads to Redfish, Great Lakes Dredge & Dock Company;
- Segment 1B, 1C, 2, Package 4B/5, Redfish to Bayport, Curtin Maritime, Corp. (Mechanical);
- Segment 1B, 1C, 2, Package 4B/5, Redfish to Bayport, Weeks Marine, Inc. (Hydraulic); and
- Segment 1C, Package 6, Bayport to Barbours Cut, procurement pending and has not been awarded.

**Staff Evaluation/Justification:**

The Channel Improvement Team includes three full-time staff members and needs additional expertise to help oversee and implement these contracts over the next 2.5 years. Leonard Coastal Management Consulting – comprised of one individual – fits this need to support the team for this critical project. In the judgment of Port Authority staff, the selected individual provides this skill set.

Accordingly, staff recommends the Port Commission award a contract to Leonard Coastal Management Consulting, Inc.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>6. Approve a purchase order to Systemates, Inc., the sole source provider, for annual software licensing, increasing user licenses to sixty-five, and adding the Power BI integration, in an amount not to exceed \$53,498.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve a purchase order to Systemates, Inc., the sole source provider, for annual software licensing, increasing user licenses to sixty-five, and adding the Power BI integration, in an amount not to exceed \$53,498, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Technical & Business Analytics

**Staff Contact:**

Brenda Trevino

**Background:**

After staff researched available options and systems and implemented Projectmates in 2020 as the best option for project and financial management for Project 11, the Port Authority now uses Projectmates as its project management software system and for capital and expense construction projects including Project 11. The system requires a license for each Port Authority user. Due to implementation of the software for Project and Construction Management projects, staff believes it is now necessary to increase the number of user licenses from thirty to sixty-five and adding Power BI integration.

**Staff Evaluation/Justification:**

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from the manufacturer confirming that Systemates, Inc. is the sole source provider of Projectmates.

Staff recommends that the Port Commission issue a purchase order for the annual software licenses to Systemates, Inc. in an amount not to exceed \$53,498.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>7. Amend the professional services contract with HDR Engineering, Inc. for land development of 35 acres south of Port Road at Bayport Container Terminal in an amount not to exceed \$52,603.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve an amendment to the professional services contract with HDR Engineering, Inc. for land development of 35 acres south of Port Road at Bayport Container Terminal in an amount not to exceed \$52,603, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

By Minute No. 2017-0131-25, the Port Commission awarded a professional services contract to HDR Engineering, Inc. for the management of placement areas at Bayport Container Terminal.

This is the eighth amendment to this contract, for a total amendment value to date of \$364,702.31, which represents an increase of 38.94% over the original contract value.

This proposed amendment would provide construction phase services for the development of approximately 35 acres within a previous dredge material placement area south of Port Road.

**Staff Evaluation/Justification:**

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



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>8. Authorize an additional transaction confirmation for 34 months under the master services agreement with MP2 Energy Texas LLC for one additional metered electrical service at Barbours Cut Terminal in an amount not to exceed \$1,300,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize an additional transaction confirmation for 34 months under the master services agreement with MP2 Energy Texas LLC for one additional metered electrical service at Barbours Cut Terminal in an amount not to exceed \$1,300,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

By Minute No. 2019-1022-13, the Port Commission authorized staff to proceed with final negotiations for the purchase of renewable electricity port-wide. In December 2019, a master services agreement was executed with MP2 Energy Texas LLC for a ten-year period, in an amount not to exceed \$35,000,000.

New metered service to serve the recently constructed refrigerated storage receptacles in Container Yard 6 at Barbours Cut Terminal would be implemented through a transformation confirmation under the master services agreement, with an estimated value of \$1,300,000 over a 34-month period.

Due to the volatility in the energy markets, the contract price (\$/MWh) would be finalized within twenty-four hours following Port Commission approval but not exceed \$1,300,000.

**Staff Evaluation/Justification:**

Staff has reviewed MP2 Energy Texas LLC's proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed transaction confirmation.





## J. INFRASTRUCTURE

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<b>Subject</b>	<b>9. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Wharf 6 at Bayport Container Terminal in an amount not to exceed \$455,096.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Wharf 6 at Bayport Container Terminal in an amount not to exceed \$455,096, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Project and Construction Management

**Staff Contact:**

Roger H. Hoh, P.E.

**Background:**

By Minute No. 2021-0223-16, the Port Commission awarded a construction contract to McCarthy Building Companies, Inc. for the construction of Wharf 6 at Bayport Container Terminal.

This is the sixth change order to this contract, for a total change order value to date of \$6,220,678.90, which is 7.3% of the total contract value.

This change order addresses the following items:

- Installation of a backflow preventer for the new stevedore support building;
- Modification of an existing Wharf 5 fender panel to accommodate the new fender panels in Wharf 6; and
- Extra depth drilled shafts for waterside piers on column rows A and B.

**Staff Evaluation/Justification:**

Port Authority staff has reviewed the proposal submitted by McCarthy Building Companies, Inc. and found it to be fair and reasonable. Therefore, staff recommends that the Port Commission authorize this change order.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>10. Approve the renewal of the following expiring Port Authority licenses for new thirty-year terms: Chevron Phillips Chemical Company LP, Equistar Chemicals, LP, Houston Pipe Line Company LP, Targa Downstream LLC, and Targa Pipeline Company LLC.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to approve the renewal of the following expiring Port Authority licenses for new thirty-year terms: Chevron Phillips Chemical Company LP, Equistar Chemicals, LP, Houston Pipe Line Company LP, Targa Downstream LLC, and Targa 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 Operations

**Staff Contact:**

Garry McMahan

**Background:**

The pipeline and transmission line licensees listed below have applied to renew their licenses:

**30 Year Term**

<b>Company</b>	<b>File No.</b>	<b>License Fee*</b>
Chevron Phillips Chemical Company LP	2002-0307	\$11,454
Equistar Chemicals, LP	2011-0432	\$4,772
Houston Pipe Line Company LP	2002-0335	\$5,727
Targa Downstream LLC	2013-0058	\$9,544
Targa Pipeline Company LLC	2012-0436	\$71,825
<b>Total</b>		<b>\$103,322</b>

\*License fee is calculated for the first 10 years of the agreement for the 30-year term licenses.

**Staff Evaluation/Justification:**

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

Staff recommends approval.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>11. Issue a pipeline license to CenterPoint Energy Resources Corporation for one 4-inch natural gas pipeline crossing the Northside Mainline railroad right-of-way near Dorsett Street.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to issue a pipeline license to CenterPoint Energy Resources Corporation for one 4-inch natural gas pipeline crossing the Northside Mainline railroad right-of-way near Dorsett Street, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

CenterPoint Energy Resources Corporation, Port Authority File No. 2022-0280, has applied for a pipeline license for one 4-inch natural gas pipeline crossing the Northside Mainline railroad right-of-way near Dorsett Street in the John Brown Survey, A-8.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department and Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions, for a 30-year term, and at a fee of \$4,772 for the first ten years of the 30-year term. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>12. Issue a pipeline license to HSC Pipeline Partnership, LLC for one 8-inch ethylene pipeline crossing the Southside Mainline railroad right-of-way in several locations.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to issue a pipeline license to HSC Pipeline Partnership, LLC for one 8-inch ethylene pipeline crossing the Southside Mainline railroad right-of-way in several locations, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

HSC Pipeline Partnership, LLC, Port Authority File No. 2022-0278, has applied for a pipeline license for one 8-inch ethylene pipeline crossing the Southside Mainline railroad right-of-way in several locations in the Enoch Brinson Survey, A-5, Arthur McCormick Survey, A-46, and the GM Patrick Survey, A-624.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department and Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions, for a 30-year term, and at a fee of \$19,088 for the first ten years of the 30-year term. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.





## J. INFRASTRUCTURE

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<b>Subject</b>	<b>13. Issue a pipeline license to HSC Pipeline Partnership, LLC for one 6-inch polypropylene pipeline crossing the Manchester Lead railroad right-of-way, Sims Bayou, the Sims Bayou property, and the Southside Mainline railroad right-of-way.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to issue a pipeline license to HSC Pipeline Partnership, LLC for one 6-inch polypropylene pipeline crossing the Manchester Lead railroad right-of-way, Sims Bayou, the Sims Bayou property, and the Southside Mainline railroad right-of-way, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

HSC Pipeline Partnership, LLC, Port Authority File No. 2022-0354, has applied for a pipeline license for one 6-inch polypropylene pipeline crossing the Manchester Lead railroad right-of-way, Sims Bayou, the Sims Bayou property, and the Southside Mainline railroad right-of-way in the MA Callahan and Allen Vince Survey, A-9.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department and Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions, for a 30-year term, and at a fee of \$22,249 for the first ten years of the 30-year term. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>14. Issue a private adjacency barge fleeting lease agreement and amend a marine construction permit with 14000 Industrial Holdings, LLC for approximately 1.8 acres of submerged land in Greens Bayou at an initial monthly rental amount of \$540 for a ten-year term.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to issue a private adjacency barge fleeting lease agreement and amend a marine construction permit with 14000 Industrial Holdings, LLC for approximately 1.8 acres of submerged land in Greens Bayou at an initial monthly rental amount of \$540 for a ten-year term, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

14000 Industrial Holdings, LLC, Port Authority File No. 2022-0330 (Lease) and Port Authority File No. 2022-0040 (Marine Construction Permit), has applied for a private adjacency barge fleeting lease agreement and to amend a marine construction permit to add the barge fleeting component in Greens Bayou. By Port Authority Minute No. 2022-0321-24, a marine construction permit was issued to authorize a phased project that included dredging, excavation of private uplands, and barge fleeting on the excavated land.

Pelican Marine Services, LLC (Pelican) would be the operator of this facility. Pelican is a wholly owned subsidiary of Canal Barge Company, Inc. (Canal). Canal is a family owned, independent marine transportation company headquartered in New Orleans, Louisiana and was founded in 1933. This fleet would contain approximately 60-70% Canal-owned barges and 30-40% customer barges.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department. The lease and permit are subject to the Port Authority's usual terms and conditions, for an initial lease fee of \$540 per month for a ten-year term. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.



## J. INFRASTRUCTURE

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<b>Subject</b>	<b>15. Issue a private road grade crossing license to the Texas Historical Commission over the access road leading to the Peggy Lake Dredge Material Placement Area.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to issue a private road grade crossing license to the Texas Historical Commission over the access road leading to the Peggy Lake Dredge Material Placement Area, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

Texas Historical Commission, Port Authority No. 2022-0326, has applied for a private road grade crossing license over the access road leading to the Peggy Lake Dredge Material Placement Area, in the Arthur McCormick Survey, A-46. The crossing would connect recently acquired property to property owned by the Texas Historical Commission.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department. The license is subject to the Port Authority's usual terms and conditions. Staff recommends the license fee be waived.

Staff recommends approval.



## J. INFRASTRUCTURE

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**Subject**                    **16. Amend and renew a pipeline license to Equistar Chemicals, LP for one ten-inch ethylene pipeline crossing the Houston Ship Channel, the Bulk Materials Handing Plant property, the Wah Chang property and the Northside Mainline railroad right-of-way, and add and expand an existing valve site located at the Bulk Materials Handing Plant property.**

Meeting                    Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its December 6, 2022 meeting, authorize the Port Authority to amend and renew a pipeline license with Equistar Chemicals, LP for one ten-inch ethylene pipeline crossing the Houston Ship Channel, the Bulk Materials Handing Plant property, the Wah Chang property and the Northside Mainline railroad right-of-way, and add and expand an existing valve site located at the Bulk Materials Handing Plant property, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Permits/Licenses/Pipeline Easements

**Department:**

Channel Operations

**Staff Contact:**

Garry McMahan

**Background:**

Equistar Chemicals, LP, Port Authority File No. 2002-0088, has applied to amend and renew a pipeline license for one ten-inch ethylene pipeline crossing the Houston Ship Channel, the Bulk Materials Handing Plant property, the Wah Chang property and the Northside Mainline railroad right-of-way, and add and expand an existing valve site located at the Bulk Materials Handing Plant property in the Richard and Robert Vince Survey, A-76.

**Staff Evaluation/Justification:**

The application was reviewed and approved by the Port Authority's Channel Operations department and Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions, for a 30-year term, and at a fee of \$159,488 for the first ten years of the 30-year term. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.





## K. OPERATIONS

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**Subject** 1. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$180,000 for the purchase of basic technical training for maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking - first, TPC Training; second, SEAM Group, LLC; and third, Port Technical Services; and award a two-year contract to Port Technical Services for the purchase of equipment specific training for maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$270,000, in the total amount not to exceed \$450,000.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting:

- (a) approve staff's ranking of vendors that proposed on basic technical training, based on the selection criteria, in the following order - first, TPC Training; second, SEAM Group, LLC; and third, Port Technical Services;
- (b) award a two-year contract to the top-ranked proposer for basic electrical training for maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$180,000;
- (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected;
- (d) award a two-year contract to Port Technical Services for the purchase of equipment specific training for maintenance personnel at Barbours Cut Terminal and Bayport Terminal in an amount not to exceed \$270,000; and
- (e) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

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

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently has over one hundred employees responsible for maintaining wharf and rubber-tired gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal. As the container terminals continue to experience unprecedented growth, additional employees have been hired to maintain critical infrastructure, meet operational demands, and provide satisfactory levels of service to the industry. It is imperative that we provide adequate technical training to new and existing employees to further their knowledge and competence, and perform their daily tasks to the best of their ability.

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

**Staff Evaluation/Justification:**

On October 26, 2022, three RFP responses for basic technical training were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the selection criteria. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- TPC Training
- SEAM Group, LLC
- Port Technical Services

Following staff Executive Committee review, staff recommends that the Port Commission award a two-year contract for basic technical training to TPC Training and act as otherwise described above.

Additionally, following staff Executive Committee review, staff recommends that the Port Commission award a two-year contract to Port Technical Services, the responsible proposer submitting the only proposal, for the purchase of equipment specific training for Maintenance personnel at Barbours Cut Terminal and Bayport Container Terminal.

## K. OPERATIONS

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<b>Subject</b>	<b>2. Approve staff's ranking of vendors and award a contract in an amount not to exceed \$4,473,357 for the purchase of replacement trolley rails for nine wharf cranes at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Gantrex, Inc.; and second, ZPMC NA East Coast Inc. dba ZPMC USA Inc.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, Gantrex, Inc.; and second, ZPMC NA East Coast Inc. dba ZPMC USA Inc.; (b) award a contract to the top-ranked proposer for the purchase of replacement trolley rails for nine wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$4,473,357; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a total of eighteen wharf cranes manufactured by ZPMC, including twelve units at Bayport Container Terminal and six at Barbours Cut Terminal. Nine of these cranes are of machinery-on-trolley (MOT) design, which places a significant load on trolley rails. Staff has determined that the trolley rails (approximately 800 ft. per crane) on boom and girder on nine cranes (207, 208, 209, 210, 211, 212, 308, 309, and 310) commissioned from 2006 through 2010 need to be replaced to avoid discomfort to operators and electrical/mechanical problems that may lead to operational downtime.

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

**Staff Evaluation/Justification:**

On October 20, 2022, two CSP responses 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 product:

- Gantrex, Inc.
- ZPMC NA East Coast Inc. dba ZPMC USA Inc.

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



## K. OPERATIONS

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<b>Subject</b>	<b>3. Award a two-year contract to United A/C Supply for the purchase of spare and replacement parts for Daikin Commercial, Daikin, York and Liebert heating, ventilation, and air conditioning (HVAC) systems at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$600,000; and award a two-year contract to Johnson Supply, Inc. for the purchase of spare and replacement parts for Bard, Friedrich HVAC systems, and miscellaneous HVAC systems parts and supplies at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000, in a total amount not to exceed \$1,000,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a two-year contract to United A/C Supply for the purchase of spare and replacement parts for Daikin Commercial, Daikin, York and Liebert heating, ventilation, and air conditioning (HVAC) systems at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$600,000; and award a two-year contract to Johnson Supply, Inc. for the purchase of spare and replacement parts for Bard, Friedrich HVAC systems, and miscellaneous HVAC systems parts and supplies at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000, in a total amount not to exceed \$1,000,000; and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	<a href="#">STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)</a>

**Category:**

Award, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority owns several brands of heating, ventilation, and air conditioning (HVAC) systems. They range from small non-commercial units to more complex water-chilled systems. These systems are installed on hundreds of buildings and terminal equipment at all three facilities, and are relied upon daily for proper operation for the Information Technology server rooms as well as terminal equipment. Additionally, the HVAC systems maintain the work environment in all office buildings. Given the large number of brands, staff recommended a divisible two-year contract.

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

**Staff Evaluation/Justification:**

On October 19, 2022, two CSB responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the selection criteria. Staff identified United A/C Supply and Johnson Supply, Inc. as the responsible bidders able to provide the required spare and replacement parts for the applicable HVAC systems.

Staff recommends that the Port Authority award a two-year contract to United A/C Supply for the purchase of spare and replacement parts for Daikin Commercial, Daikin, York and Liebert HVAC systems at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$600,000; and award a two-year contract to Johnson Supply, Inc. for the purchase of spare and replacement parts for Bard, Friedrich HVAC systems, and miscellaneous HVAC systems parts and supplies at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$400,000, in the total amount not to exceed \$1,000,000, the responsible bidders each submitting the lowest and best bid.



## K. OPERATIONS

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**Subject** 4. Award a contract to Integrated Industries for chassis maintenance and repair services at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$500,000.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, award a contract to Integrated Industries for chassis maintenance and repair services at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$500,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Operations

**Staff Contact:**

Jeff Davis

**Background:**

The Port Authority has entered into three chassis lease agreements earlier this year to supply 1,100 40-foot chassis to be used within Bayport Container Terminal and Barbours Cut Terminal. The Port Authority is responsible for the maintenance of these chassis while they are in the Port Authority's possession, and it previously entered into a contract with Integrated Industries via an informal procurement for chassis maintenance.

The services agreement may be subject to federal funding pursuant to a cooperative agreement or other funding instrument between the Port Authority and the U.S. Department of Agriculture.

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

**Staff Evaluation/Justification:**

On November 8, 2022, one CSP was received, opened, and publicly read. The response was reviewed and evaluated by staff in accordance with the published selection criteria.

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





## K. OPERATIONS

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<b>Subject</b>	<b>5. Award a contract to Konecranes, Inc., the sole source provider, for the purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control systems retrofit for ten rubber-tired gantry (RTG) cranes at Bayport Container Terminal in an amount not to exceed \$5,724,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a contract to Konecranes, Inc., the sole source provider, for the purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control systems retrofit for ten rubber-tired gantry (RTG) cranes at Bayport Container Terminal in an amount not to exceed \$5,724,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a total of one hundred sixteen Kone RTG cranes, including sixty six at Bayport Container Terminal and fifty at Barbours Cut Terminal. The motor control drives for hoist, gantry, and trolley functions on thirty-seven of these units, commissioned between 2003 and 2009, have been discontinued, and these older motor control drives are becoming more costly to repair and replacement parts are no longer available. As a result, RTG cranes may experience longer downtime for repairs.

Staff recommends that ten RTG cranes at Bayport Container Terminal be retrofitted with new DynAC/DynaHoist Vector II drives and control systems, which are expected to extend the useful life of these cranes. A total of ten RTG cranes have been successfully retrofitted since 2015, improving RTG performance. Four additional units would be retrofitted by the second quarter of 2023. The reclaimed drives are retained to provide spare parts for remaining units operating with older technology.

**Staff Evaluation/Justification:**

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from the manufacturer confirming that Konecranes, Inc. is the sole source for purchase of DynAC/DynaHoist Vector II drives and control systems in the United States.

Staff recommends that the Port Commission award a contract to Konecranes, Inc. for the purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control systems on ten RTG cranes at Bayport Container Terminal.



## K. OPERATIONS

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<b>Subject</b>	<b>6. Award a two-year contract to Doggett Heavy Machinery Services, the sole source provider, for the purchase of John Deere engine parts for hybrid rubber-tired gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$200,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a two-year contract to Doggett Heavy Machinery Services, the sole source provider, for the purchase of John Deere engine parts for hybrid rubber-tired gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$200,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Award, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a total of seventeen RTG cranes operating at Barbours Cut Terminal and Bayport Container Terminal that are equipped with John Deere diesel engines. These units were purchased in the last three years. Captive spare and replacement diesel engine parts for these cranes would be purchased through this contract as needed, to minimize equipment downtime and provide acceptable levels of service to the industry.

**Staff Evaluation/Justification:**

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from the manufacturer confirming that Doggett Heavy Machinery Services is the sole source for replacement parts for John Deere diesel engine parts in the United States.

Staff recommends that the Port Commission award a two-year contract to Doggett Heavy Machinery Services for the purchase of John Deere engine parts for hybrid RTG cranes at Barbours Cut Terminal and Bayport Container Terminal.



## K. OPERATIONS

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<b>Subject</b>	<b>7. Award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Barbours Cut Terminal in an amount not to exceed \$124,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a contract to Kalmar USA Inc. Bromma Americas, the sole source provider, for the purchase of replacement parts for one spreader bar at Barbours Cut Terminal in an amount not to exceed \$124,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Award, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a total of twenty-four spreader bars assigned to wharf cranes at Barbours Cut Terminal. On May 12, 2022, spreader #30 sustained significant damages when it landed in the hull of a vessel following a main hoist gearbox failure during operations. As a result, the twin-lift cylinders, flipper arm assemblies, twin-twenty detection, twistlocks, SCS4 PLC, I/O modules, and other components such as hoses, cable connectors, couplings, tension rods, and contactors were damaged. The ability to provide spreaders in good working condition is critical to daily terminal operations. Therefore, replacement parts are needed to conclude repairs and recommission this unit.

**Staff Evaluation/Justification:**

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

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



## K. OPERATIONS

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<b>Subject</b>	<b>8. Award a contract to Alimak Group USA, Inc., the sole source provider, for the retrofit of personnel elevators on three electric dockside container cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$70,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, award a contract to Alimak Group USA, Inc., the sole source provider, for the retrofit of personnel elevators on three electric dockside container cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$70,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Award, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority currently owns a total of twenty-eight electric dockside container cranes including sixteen units at Barbours Cut Terminal and twelve at Bayport Container Terminal. Twenty-six of these cranes are equipped with personnel elevators manufactured by Alimak Group AB of Sweden. Personnel elevators are used daily by maintenance staff and operators to access these cranes. The controller (ALC1) for three of these elevators, including two units at Barbours Cut Terminal and one at Bayport Container Terminal, has become obsolete and is no longer supported by the manufacturer, which recommends that controllers ALC2 be used instead.

**Staff Evaluation/Justification:**

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from the manufacturer confirming that Alimak Group USA, Inc. is the sole authorized source for the retrofit of Alimak personnel elevators in the United States.

Staff recommends that the Port Authority award a contract to Alimak Group USA, Inc. for the retrofit of personnel elevators on three electric dockside container cranes at Barbours Cut Terminal and Bayport Container Terminal.





## K. OPERATIONS

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<b>Subject</b>	<b>9. Amend the contract with Konecranes Finland Corporation to upgrade emergency main hoist brakes and provide spare engine and over-height attachment for twenty-six rubber-tired gantry (RTG) cranes for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$650,266.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, authorize amendment of the contract with Konecranes Finland Corporation to upgrade emergency main hoist brakes and provide spare engine and over-height attachment for twenty-six rubber-tired gantry (RTG) cranes for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$650,266, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

By Minute No. 2022-0802-38, the Port Commission awarded a contract to Konecranes Finland Corporation for the purchase of twenty-six RTG cranes for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$65,270,796. During a design review meeting on October 4, 2022, Konecranes offered improved emergency hoist brake units as well as one over-height attachment and one spare engine for these cranes. Staff believes these items would contribute greatly to safety, daily operations, and equipment maintenance.

**Staff Evaluation/Justification:**

Staff recommends that the Port Commission authorize the Port Authority to amend the contract with Konecranes Finland Corporation to upgrade emergency main hoist brakes and provide spare engine and over-height attachment for twenty-six RTG cranes for Barbours Cut Terminal and Bayport Container Terminal. Konecranes Finland Corporation has submitted a proposal for the additional scope of work in an amount not to exceed \$650,266, which is acceptable to staff.



## K. OPERATIONS

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<b>Subject</b>	<b>10. Approve a change order with Port-A-San, Ltd. for the rental of portable toilets for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$100,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve a change order with Port-A-San Ltd. for the rental of portable toilets for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$100,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

**Category:**

Award, Amendments & Change Orders

**Department:**

Maintenance

**Staff Contact:**

Paulo Soares

**Background:**

The Port Authority has recently rented portable toilets through informal contracts that were competitively bid. Given the increase in cargo throughput at all terminals and renovation of restroom facilities at Turning Basin Terminal, there has been an increased demand for portable toilets. As a result, funds from those informal contracts have been depleted.

**Staff Evaluation/Justification:**

Port Authority staff believes that issuing a change order to Port-A-San, Ltd. to pay for outstanding invoices for services rendered is the appropriate way to proceed.

Accordingly, staff recommends the Port Commission issue a change order to Port-A-San, Ltd. in an amount not to exceed \$100,000.



## K. OPERATIONS

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<b>Subject</b>	<b>11. Recommendation to issue Stevedore Licenses for one-year terms commencing January 1, 2023 to Agri American Stevedores, LLC; APS Stevedoring, LLC; BBM Terminals Corp.; Ceres Gulf, Inc.; Cooper/Ports America; Gulf Stream Marine, Inc.; Jacintoport International, LLC; Kinder Morgan, Inc.; Richardson Stevedoring, and Logistics Services, Inc.; Schroder Marine Service; Suderman Contracting Stevedores, Inc.; and Terminal Link Texas (previously known as Marine Terminal Corporation East), for a five-year term commencing January 1, 2023 to Empire Stevedoring (Houston) upon each applicant's satisfactory completion of all requirements and obligations for license issuance.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission at its December 6, 2022 meeting, grant authority to issue Stevedore Licenses for one-year terms commencing January 1, 2023 to Agri American Stevedores, LLC; APS Stevedoring, LLC; BBM Terminals Corp.; Ceres Gulf, Inc.; Cooper/Ports America; Gulf Stream Marine, Inc.; Jacintoport International, LLC; Kinder Morgan, Inc.; Richardson Stevedoring, and Logistics Services, Inc.; Schroder Marine Service; Suderman Contracting Stevedores, Inc.; and Terminal Link Texas (previously known as Marine Terminal Corporation East), for a five-year term commencing January 1, 2023 to Empire Stevedoring (Houston) upon each applicant's satisfactory completion of all requirements and obligations for license issuance, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

General

**Department:**

Operations

**Staff Contact:**

Jeff Davis

**Background:**

By Minute No. 2021-1207-50, the Port Commission awarded certain stevedore licenses for one-year terms expiring December 31, 2022.

By Minute No. 2017-0321-10, the Port Commission awarded Empire Stevedoring (Houston) a stevedore license for a five-year term.

**Staff Evaluation/Justification:**

Staff is currently receiving stevedore license applications from companies interested in being licensed to work at Port Authority facilities during 2023 and is in the process of reviewing those applications.

Staff recommends that the Port Commission authorize licenses to be issued to the applicants as set forth above for such Port Authority facilities as determined by staff; provided however, that issuance be conditioned upon the applicant's satisfactory completion of outstanding license requirements and obligations, if any, and satisfaction of current license requirements.



## K. OPERATIONS

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**Subject** 12. Authorize the re-issuance and amendment of Port Authority Tariffs Nos. 8, 14, and 15, to amend certain subrules relating to (i) prohibitions on explosives at Port Authority facilities, and (ii) chassis rentals.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, authorize the re-issuance and amendment of Port Authority Tariffs Nos. 8, 14, and 15 to amend certain subrules relating to (i) prohibitions on explosives at Port Authority facilities and (ii) chassis rentals, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

General

**Department:**

Operations

**Staff Contact:**

Jeff Davis

**Background:**

Staff proposed amendments most importantly include the following:

- Amendment to Tariff 14, subrule 073 and Tariff 15, subrule 075, to clarify prohibitions on Explosives IMCO Class 1.3 at Port Authority facilities.
- Amendment to Tariff 14, subrule 090, and Tariff 15, subrule 091, regarding (i) the use of terminal-use chassis and (ii) the user's responsibility to provide chassis for intra-terminal moves and wheeled storage with respect to intra-terminal moves.
- Amendment to Tariff 14, subrule 090, regarding rail storage, to clarify that it is the user's responsibility to provide chassis for rail storage but that at the user's request or terminal discretion, the Port Authority will use Port Authority chassis, and chassis rental charges will apply.

The recommended revisions also include other minor clarifications, corrections, and updates of Tariff Nos. 8, 14, and 15.

**Staff Evaluation/Justification:**

Staff recommends that the Port Authority authorize the action described above.





## L. PEOPLE

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<b>Subject</b>	<b>1. Approve staff's ranking of vendors and award a contract to Gallagher Benefits Services, Inc. for employee benefits consulting services for an initial period of three years, renewable for a two-year period at the option of the Port Authority, at a cost of \$100,000 per year for the first three years and in an amount not to exceed \$300,000, to the top-ranked proposer: staff ranking – first, Gallagher Benefits Services, Inc.; second, Lockton-Dunning Series of Lockton Companies, LLC; and third, McGriff Insurance Services, Inc.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting: (a) approve staff's ranking of vendors whose proposals offer the best value to the Port Authority, based on the selection criteria, in the following order – first, Gallagher Benefits Services, Inc.; second, Lockton-Dunning Series of Lockton Companies, LLC; and third, McGriff Insurance Services, Inc.; (b) award an employee benefits consulting services contract to Gallagher Benefits Services, Inc. for an initial period of three years, renewable for a two-year period at the option of the Port Authority, at a cost of \$100,000 per year for the first three years and in an amount not to exceed \$300,000 for the three years; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #1 - PEOPLE AND ORGANIZATION (Be the Best Place to Work)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Human Resources

**Staff Contact:**

Roger Walter

**Background:**

Professional consulting services related to the Port Authority's employee and retiree benefits program (including medical and other related insurance) are an important component for further development and optimization of the Port Authority's strategy of standardizing benefits, controlling costs, and managing a competitive benefits program designed to attract and retain talent.

The firm recommended by staff would serve as the Port Authority's broker of record in the purchasing process for employee benefits insurance, which includes developing solicitations, marketing, evaluating, ranking, and recommending providers and programs. Other services provided include continued assessment of the Port Authority's employee benefits program, along with design, implementation, and maintenance of the benefits program.

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

**Staff Evaluation/Justification:**

On October 26, 2022, six RFP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as providing the best value for the required services:

- Gallagher Benefits Services, Inc.
- Lockton-Dunning Series of Lockton Companies, LLC
- McGriff Insurance Services, Inc.

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



## L. PEOPLE

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**Subject**                    **2. Authorize funding for calendar year 2023, for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$17,000,000.**

Meeting                    Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                      Action

Recommended Action    The Port Commission, at its December 6, 2022, meeting, authorize funding for calendar year 2023, for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$17,000,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

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

**Category:**

Awards, Amendments & Change Orders

**Department:**

Human Resources

**Staff Contact:**

Roger Walter

**Background:**

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

In September 2018, after having reviewed proposals and analyzed the costs of a self-funded program compared to a fully insured medical program, the Port Authority proceeded with the implementation of a self-funded group medical benefits program administered with Aetna as the Third-Party Administrator (TPA).

The Pension and Benefits Committee was given a summary on the status of the 2021 and 2022 medical program at its September 20, 2022, meeting. Lockton and staff recommended, and the Pension and Benefits Committee concurred, that the Port Authority continue with the self-funded program for calendar year 2023.

**Staff Evaluation/Justification:**

The Port Authority's open enrollment period for calendar year 2023 occurred from October 31 to November 11, 2022. Based upon the enrollment information and the review of historical claims data, staff and Lockton recommends that \$17,000,000 be reserved for the self-insurance account to pay for all covered medical and pharmaceutical claims for calendar year 2023 from the Port Authority's self-funded group medical insurance program for active employees, retirees who are not Medicare-eligible, and their dependents.

The payment of covered claims from the dedicated funds would be administered by Aetna pursuant to its third-party administration services agreement with the Port Authority.

Staff recommends the Port Commission approve the above funding request.



## L. PEOPLE

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**Subject** **3. Issue a purchase order to Office and Furniture Companies of Texas LLC DBA Greater Houston Office Products for the purchase of office supplies, toner cartridges, and copy machine paper, using OMNIA Partners, Public Sector (FKA National Intergovernmental Purchasing Alliance), a cooperative purchase program, in an amount not to exceed \$165,000 for a two-year period.**

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Office and Furniture Companies of Texas LLC DBA Greater Houston Office Products for the purchase of office supplies, toner cartridges, and copy machine paper, using the OMNIA Partners, Public Sector (FKA National Intergovernmental Purchasing Alliance), a cooperative purchase program, in an amount not to exceed \$165,000 for a two-year period, 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 #1 - PEOPLE AND ORGANIZATION \(Be the Best Place to Work\)](#)

**Category:**

Awards, Amendments & Change Orders

**Department:**

Office and Business Services

**Staff Contact:**

Adrian Price

**Background:**

The Port Authority is seeking to obtain office supplies, toner cartridges, and copy machine paper. Standard office supplies are essential for port-wide day-to-day operations at the Port Authority. Combining these products eliminate the need for three different purchase orders and ensures competitive pricing.

OMNIA Partners, Public Sector (OMNIA) is a corporate purchasing program that the Port Authority is authorized to use. It was formerly known as the National Intergovernmental Purchasing Alliance. Texas Region 4 Education Service Center (ESC) is the local sponsor of OMNIA. ESC has a cooperative purchase contract with Epic Business Essentials (Epic) as the primary vendor. The ESC contract with Epic authorizes Epic to designate one or more third parties to fulfill customers' purchase orders pursuant to conditions set out in the ESC contract; each such third party is defined in the ESC contract as an authorized distributor. Office and Furniture Companies of Texas LLC, doing business as Greater Houston Office Products (OFC), is one such identified third party under the contract between ESC and Epic.

**Staff Evaluation/Justification:**

The Director of Procurement Services has determined that procuring office supplies, toner cartridges, and copy machine paper through OMNIA is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Office Services department has determined that the best availability, price, and contract terms for the items needed is provided by OFC under the pricing schedule obtained from the contract with OMNIA, and is therefore recommending this purchase.

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



## M. SECURITY AND EMERGENCY OPERATIONS

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**Subject** 1. Approve staff's ranking of vendors and award a three-year service contract in an amount not to exceed \$1,000,000 for shipyard maintenance services of six Port Authority vessels to the top ranked proposer: staff ranking – first, National Cotton Inc. dba Pier 77 Marine; and second, Southwest Shipyard, L.P.

Meeting Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 6, 2022 meeting:  
(a) approve staff's ranking of vendors that offer the best proposals to the Port Authority, based on the selection criteria, in the following order – first, National Cotton Inc. dba Pier 77 Marine; and second, Southwest Shipyard, L.P;  
(b) award a three-year service contract to National Cotton Inc. dba Pier 77 Marine for shipyard maintenance services in an amount not to exceed \$1,000,000;  
(c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and  
(d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact

**Category:**

Awards, Amendments & Change Orders

**Department:**

Fire

**Staff Contact:**

William Buck

**Background:**

The Port Authority's three fireboats, the M/V Sam Houston, the M/V Farnsworth, and the M/V Vernon Bailey are periodically dry-docked at local shipyards for preventive maintenance and/or repairs. The dry-docking work includes inspecting hull integrity, hull sandblasting and scraping, aligning shafts and propellers, replacing shell plating, bottom painting, and other marine-related repairs, and preventative maintenance activities.

The prior two-year contract to provide shipyard maintenance services for the six Port Authority vessels expired on October 31, 2022, and it is in the best interest of the Port Authority to procure such shipyard services again to continue to maintain its vessels.

The total amount of the proposed contract is broken down as follows: FIREBOAT 1 - \$300,00 for three dry dockings and preventive maintenance over three years; FIREBOAT 2 - \$300,000 for three dry dockings and preventive maintenance over three years; FIREBOAT 3 - \$300,000 for three dry dockings and preventive maintenance over three years; VERNON BAILEY - \$1,600 for two dry dockings and emergency repairs, as necessary, over three years; FARNSWORTH - \$9,000 for two dry dockings and emergency repairs, as necessary, over three years; SAM HOUSTON - \$40,444 for two dry docking and preventive maintenance in three years.

Accordingly, three distinct purchase orders would be created for this contract, each managed by the department responsible for its own vessel(s).

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

**Staff Evaluation/Justification:**

On October 12, 2022, two RFPs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria:

- National Cotton Inc. dba Pier 77 Marine
- Southwest Shipyard, L.P.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to National Cotton Inc. dba Pier 77 Marine and act as otherwise described above. The recommended shipyard is located in Galveston, which is in close proximity to the vessels, and is familiar with the required work.



## M. SECURITY AND EMERGENCY OPERATIONS

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<b>Subject</b>	<b>2. Issue a purchase order to Siddons Martin Emergency Group for the purchase of a 2023 fire engine, using the Houston-Galveston Area Council's Cooperative Purchasing Program, in an amount not to exceed \$817,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Siddons Martin Emergency Group for the purchase of a 2023 fire engine, using the Houston-Galveston Area Council's Cooperative Purchasing Program, in an amount not to exceed \$817,000, find that the use of this procurement method provides 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	<a href="#">Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact</a>

**Category:**

Awards, Amendments & Change Orders

**Department:**

Fire

**Staff Contact:**

William Buck

**Background:**

The Barbours Cut Terminal fire station is currently equipped with a 2012 fire engine, which has a ten-year life expectancy. Replacement was originally scheduled for 2022 but extended as the fire engine was in good condition. Repairs costs are beginning to climb and the lead time for a new fire engine has risen from 8 months to 24 months. The safety of firefighters, employees, tenants, and visitors is paramount, requiring the recapitalization of the fire engine fleet on a recurring basis, and prior to the failure of the apparatus.

This procurement is to purchase a new 2023 Pierce fire engine which would be capable of meeting firefighting needs at the Barbours Cut Terminal facilities and nearby terminals. The total cost would include a new 2023 fire engine, and two inspection trips to the factory for three persons per trip. The retired fire engine would be placed in reserve status.

**Staff Evaluation/Justification:**

By Minute No. 99-1129-29, the Port Commission authorized the Port Authority to enter into an Interlocal Agreement with the Houston-Galveston Area Council (H-GAC) to participate in its cooperative purchasing program. The H-GAC Cooperative Purchasing Program was established in 1973 pursuant to the Texas Interlocal Cooperation Act to enable governmental entities to obtain purchasing services that offer expedited procurement, volume purchasing discounts, contract administration, and research services. All products and services offered by H-GAC have been subjected to competitive procurement processes in accordance with statutory requirements.

The Director of Procurement Services has determined that procuring a 2023 fire engine through the purchasing program of H-GAC is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority. The Port Authority Fire department has determined that the best availability, price, and contract terms for the item needed is provided by Siddons Martin Emergency Group under the pricing schedule obtained from that vendor's contract with H-GAC.

Staff recommends utilizing the H-GAC Cooperative Purchasing Program for this procurement to provide the best value to the Port Authority. Siddons Martin Emergency Group is a local emergency vehicle vendor.

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



## M. SECURITY AND EMERGENCY OPERATIONS

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<b>Subject</b>	<b>3. Approve the assignment of the agreement for hazardous materials incident response services with Oil Mop LLC (d/b/a OMI Environmental Solutions) to E3 OMI, LLC.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, approve the assignment of the agreement for hazardous materials incident response services with Oil Mop LLC (d/b/a OMI Environmental Solutions) to E3 OMI, 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.
Goals	Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact

**Category:**  
General

**Department:**  
Emergency Management

**Staff Contact:**  
Colin Rizzo

**Background:**

The Port Authority and Oil Mop LLC (d/b/a OMI Environmental Solutions) (Oil Mop) previously entered into an agreement for hazardous materials incident response services in an amount not to exceed \$100,000 for an initial term of two years commencing November 1, 2021 with a mutual option to extend the term for two years (the Agreement). By the First Amendment to the Agreement, the amount of the agreement was increased by an additional \$100,000.

Effective November 1, 2022 and pursuant to a purchase agreement, E3 OMI, LLC (E3 OMI) purchased all or substantially all of the assets of Oil Mop (the Transaction). The Transaction includes the assignment of the Agreement from Oil Mop to E3 OMI and the assumption of the rights, obligations, and benefits under the Agreement arising after the closing of the Transaction by E3 OMI. E3 OMI is 90% owned by Enhanced Environmental & Emergency Services, Inc. (d/b/a E3 Environmental) and 10% owned by Virgil Blanchard.

Oil Mop and E3 OMI are requesting that the Port Commission approve such assignment.

**Staff Evaluation/Justification:**

Staff was informed that upon completion of the Transaction and the assignment, Oil Mop's personnel previously assigned to perform under the Agreement, locations, and services would remain in place.

The Assignment would reflect that the personnel and locations necessary to service the Agreement are now with E3 OMI and would ensure continuity of the services to the Port Authority under the Agreement.

Therefore, staff recommends the Port Commission authorize Oil Mop, E3 OMI and the Port Authority to enter into an assignment, assumption, and consent agreement (the Assignment) for Oil Mop to assign and delegate all rights, obligations, and benefits held by Oil Mop in the Agreement to E3 OMI.



## N. TECHNOLOGY

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**Subject**                    **1. Issue a purchase order to Netsync Network Solutions for the purchase of Information Technology network hardware, software, subscriptions, maintenance, and support to replace antiquated equipment, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$700,000.**

Meeting                    Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access                    Public

Type                    Action

Recommended Action    The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Netsync Network Solutions for the purchase of Information Technology network hardware, software, subscriptions, maintenance and support to replace antiquated equipment, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$700,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Information Technology

**Staff Contact:**

Ron Farrow

**Background:**

The Port Authority is seeking to purchase Information Technology (IT) network hardware, software, subscriptions, maintenance and support to replace equipment identified in 2022. The Texas Department of Information Resources (DIR) is a department of the State of Texas and has cooperative purchasing programs which may be used by the Port Authority.

**Staff Evaluation/Justification:**

The Director of Procurement Services has determined that procuring IT network hardware, software, subscriptions, maintenance, and support to replace equipment identified in 2022 through the DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The IT department has determined that the best availability, price, and contract term for the items needed is provided by Netsync Network Solutions under the pricing schedule obtained from that vendor's contract with DIR and is therefore recommending this purchase.

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



## N. TECHNOLOGY

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<b>Subject</b>	<b>2. Issue purchase orders for support and maintenance of the Port Authority's NetApp data storage environment for (i) data and hard drive storage to Xennex, LLC in an amount not to exceed \$180,000, and (ii) hardware infrastructure for storage environment to Netsync Network Solutions in an amount not to exceed \$32,000, in a total amount not to exceed \$212,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, issue purchase orders for support and maintenance of the Port Authority's NetApp data storage environment for (i) data and hard drive storage to Xennex, LLC in an amount not to exceed \$180,000, and (ii) hardware infrastructure for storage environment to Netsync Network Solutions in an amount not to exceed \$32,000, in a total amount not to exceed \$212,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Information Technology

**Staff Contact:**

Ron Farrow

**Background:**

The Port Authority is seeking approval for the annual hardware maintenance and support for the Port Authority's NetApp data storage environment.

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

**Staff Evaluation/Justification:**

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

The IT department has determined that the best availability, price, and contract term for the item needed is provided by Xennex, LLC and Netsync Network Solutions under the pricing schedule obtained from those vendors' contracts with DIR, and is therefore recommending this purchase.

Staff recommends that the Port Commission issue purchase orders to both Xennex, LLC and Netsync Network Solutions as described above.





## N. TECHNOLOGY

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<b>Subject</b>	<b>3. Issue a purchase order to Netsync Network Solutions for purchase of networking equipment to support new ship-to-shore cranes, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$72,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Netsync Network Solutions for the purchase of networking equipment to support new ship-to-shore cranes, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$72,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Information Technology

**Staff Contact:**

Ron Farrow

**Background:**

The Port Authority is seeking to obtain the needed networking equipment to support new ship-to-shore cranes.

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

**Staff Evaluation/Justification:**

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

The IT department has determined that the best availability, price, and contract term for the item needed is provided by Netsync Network Solutions under the pricing schedule obtained from that vendor's contract with DIR, and is therefore recommending this purchase.

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



## N. TECHNOLOGY

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<b>Subject</b>	<b>4. Issue a purchase order to Escal Institute of Advanced Technologies, Inc. (dba SANS Institute), the sole source provider, for the purchase of cybersecurity training in an amount not to exceed \$74,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Escal Institute of Advanced Technologies, Inc. (dba SANS Institute), the sole source provider, for the purchase of cybersecurity training in an amount not to exceed \$74,000, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Information Technology

**Staff Contact:**

Roger Byrd

**Background:**

The Information Technology (IT) department for the Port Authority is using part of a cybersecurity grant to provide training for employees in the Information Technology department.

Training is essential to prepare for the war on cyber threats, and for keeping current cybersecurity workers and employees up to date on skills and evolving threats. Accordingly, the Port Authority is committed to providing its employees with access to cybersecurity training and workforce development efforts to develop a more resilient and capable cyber infrastructure.

Under the cybersecurity grant, Escal Institute of Advanced Technologies, Inc. (Escal) will be providing this training.

**Staff Evaluation/Justification:**

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code, and Port Authority staff has received a Escal's written statement that it is the sole source for this particular training.

Staff recommends that the Port Commission award a purchase order to Escal for the purchase of information security and cybersecurity training for IT employees.



## N. TECHNOLOGY

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<b>Subject</b>	<b>5. Issue a purchase order to Xennex, LLC for purchase of Veeam licensing and software renewal, using the United States General Services Administration, an agency of the United States, in an amount not to exceed \$75,000.</b>
Meeting	Dec 6, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 6, 2022 meeting, issue a purchase order to Xennex, LLC for purchase of Veeam licensing and software renewal, in an amount not to exceed \$75,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

**Category:**

Awards, Amendments & Change Orders

**Department:**

Information Technology

**Staff Contact:**

Ron Farrow

**Background:**

The Port Authority is seeking to obtain the renewal of Veeam licensing (software) currently utilized to back-up the Port Authority's server and Virtual Desktop Infrastructure (VDI) at both Data Centers. Renewal of this software would continue to provide the Port Authority with technical support and would allow the Port Authority's software to remain current. This renewal would also enable a more efficient process to provide back-up of the OneDrive/E-mail accounts of users who leave the Port Authority.

**Staff Evaluation/Justification:**

The Director of Procurement Services has determined that procuring the renewal of Veeam licensing (software) currently utilized to backup the Port Authority's server and VDI at both Data Centers through the United States General Services Administration (GSA), an agency of the United States, is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority. The Port Authority, as a political subdivision of the State of Texas, is authorized to use GSA for the procurement of certain items (primarily technology, security, and fire/police items).

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by Xennex LLC under the pricing schedule obtained from that vendor's contract with the GSA, and is therefore recommending this purchase.

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

