

I N D E X

PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY
OF THE PORTS OF HARRIS COUNTY, TEXAS
September 27, 2022

Minute No.

Event/Action

General

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

Minutes

2022-0927-01 Approve the minutes of the August 2, 2022 Port Commission meeting

Staff Reports

2022-0927-02 Roger Guenther, Executive Director, presented a summary of selected financial and operational matters

Appearances

2022-0927-03(a) Chairman Campo recognized Adrian Shelley, on behalf of Public Citizen and Healthy Port Communities Coalition, who addressed the Port Commission

2022-0927-03(b) Chairman Campo asked if anyone else had registered to address the Port Commission; there were none

F. Executive (no items)

G. Business Equity (no items)

H. Commercial

2022-0927-04 Staff Report – Selected agenda items – John Moseley, Chief Commercial Officer

2022-0927-05 Approve an approximate ten-month extension for a professional services contract with Love Advertising Inc. for media- buy services

2022-0927-06 Approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 4.34 acres out of Block 8A at Northside Turning Basin,

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effective no earlier than October 1, 2022, at an annual base rent of approximately \$91,869, with abatement resulting in an annual net base rent of not less than approximately \$33,535, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$350,000

2022-0927-07

Approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 7.94 acres out of Block 7 at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$168,073, with abatement resulting in an annual net base rent of not less than approximately \$51,407, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$700,000

2022-0927-08

Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 3.57 acres out of Block 4B at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$136,017, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option

2022-0927-09

Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10.08 acres out of Block 3A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$405,457, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option

2022-0927-10

Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10 acres out of Block 4A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$402,240, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option

2022-0927-11

Approve a grazing lease for a five-year term with David Eugene Brown and Polly Brown for approximately 70 acres out of the Ezekiel Thomas Survey A-73 in the City of Galena Park, effective no earlier than November 1, 2022, at an annual base rent of approximately \$1,400

2022-0927-12

Approve an amendment to the lease with Covey Transport, Inc. for approximately 3.66 acres out of Block 3 at Turning Basin West to extend the term for one year, effective no earlier than October 1, 2022, at an annual base rent of approximately \$86,270

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2022-0927-13	Approve an amendment to the lease with Portwall Partners, Ltd. for approximately 55.89 acres of unimproved real property located on the south side of Port Road effective no earlier than October 1, 2022, to extend (i) the Feasibility Period for six months to March 31, 2023 and (ii) commencement of the Development/Construction Period to April 1, 2023, with base rent payable during these periods as set forth in the lease
2022-0927-14	Approve a third amendment to the lease with Dixie Cullen Interest, Inc. for approximately 10.402 acres to extend the Phase II Construction Period for an additional twelve-months from the current expiration date of December 31, 2022, effective no earlier than October 1, 2022, at an annual base rent of approximately \$317,370, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index
2022-0927-15	Ratify the extended term of a month-to-month lease with R. Warehousing & Port Services, Inc., commencing October 1, 2022, for approximately 2.00 acres out of Block 1C at Northside Turning Basin, at an annual base rent of approximately \$102,456
2022-0927-16	Ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing October 4, 2022, for approximately 1.89 acres out of Block 23B at Industrial Park East, at an annual base rent of approximately \$79,221

I. Finance

2022-0927-17	Staff Report – Selected agenda items – Tim Finley, Chief Financial Officer
2022-0927-18	Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies
2022-0927-19	Authorize the reduction of the investment rate of return assumption for the Port of Houston Authority Restated Retirement Plan and the Other Post-Employment Benefits (OPEB) Plan from 6.25% to 6.00%
2022-0927-20	Authorize the termination of the fixed income investment management agreement with Smith, Graham & Co. Investment Advisors, L.P. for the Port of Houston Authority Restated Retirement Plan (Pension Plan)
2022-0927-21	Authorize a fixed income investment management agreement with Dodge & Cox for the Port of Houston Authority Restated Retirement Plan (Pension Plan)
2022-0927-22	Adopt an amended investment policy for the Port of Houston Authority Restated Retirement Plan (Pension Plan)

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2022-0927-23	Adopt an amended investment policy for the Port of Houston Authority Other Post-Employment Benefit (OPEB) Plan, an irrevocable trust established for other post-employment benefits
2022-0927-24	Review and adopt the Statement of Objectives and Policy for the Port of Houston Authority 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan
	J. Infrastructure
2022-0927-25	Staff Report – Selected agenda items –Rich Byrnes, Chief Infrastructure Officer
2022-0927-26	<p>Approve staff’s ranking of vendors and award a two-year environmental consulting agreement for storm water quality program management to the top-ranked proposer: staff ranking - first, SNM2R, LLC; second, Edge Engineering and Science, LLC; and third, TRC Environmental Corporation</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-27	<p>Approve staff’s ranking of vendors and award a professional services contract for the 2022 electrical and communications Facility Inspection and Condition Assessment Program (FICAP) at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, Hatch Associates Consultants, Inc.; and second, Jacobs Engineering Group, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-28	<p>Approve staff’s selection of four vendors and award two-year professional services contracts, each in the amount of \$50,000, to perform construction material testing (CMT) services for smaller Port Authority projects to the following proposers: Geotech Engineering and Testing, The Murillo Company, Raba Kistner, Inc., and Tolunay-Wong Engineers, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-29	Approve staff’s ranking of vendors and award a construction contract for the repair of Wharves 24, 25, and 26 at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Epoxy Design Systems, Inc.; second, Forde Construction Company, Inc.; and third, Bryant Industrial Services, LLC

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	Port Commission adopted the staff-recommended ranking and authorized award
2022-0927-30	<p>Approve staff's ranking of vendors and award a construction contract to construct Container Yard 1 North and 1 Middle at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Satterfield & Pontikes Construction, Inc.; second, Archer Western Construction, LLC; and third, McCarthy Building Companies, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-31	Award a construction contract to David E. Harvey Builders, Inc. to construct the maintenance complex at Barbours Cut Terminal
2022-0927-32	<p>Approve staff's ranking of vendors and award a professional services contract to perform construction material testing services for the construction of Container Yard 1 North and 1 Middle at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Terracon Consultants, Inc.; second, Aviles Engineering Corporation; and third, Braun Intertec Corporation</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-33	<p>Approve staff's ranking of vendors and award a professional services contract to perform construction material testing services for the construction of the maintenance complex at Barbours Cut Terminal to the top-ranked proposers: staff ranking - first, Braun Intertec Corporation; second, Aviles Engineering Corporation; and third, HVJ Associates, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-34	<p>Approve staff's ranking of vendors and award a construction contract for annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal for 2023 to the top-ranked proposers: staff ranking - first, Jerdon Enterprise L.P.; second, Forde Construction Company, Inc.; and third, Total Contracting Limited</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-35	Approve staff's ranking of vendors and award a construction contract for annual wharf and rubber-tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal in 2022 through 2023 to the top-

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	ranked proposer: staff ranking - first, Blastco Texas, Inc.; and second, TAM Services, LLC
	Port Commission adopted the staff-recommended ranking and authorized award
2022-0927-36	Approve staff's ranking of vendors and award a services agreement for technical support services in support of grant management to the top-ranked proposer: staff ranking - first, AECOM Technical Services, Inc.; second, Atkins North America, Inc.; and third, The Ecologix Group
	Port Commission adopted the staff-recommended ranking and authorized award
2022-0927-37	Approve staff's ranking of vendors and award a one-year professional services contract to provide professional services for a terminal options study to the top-ranked proposer: staff ranking – first, AECOM Technical Services, Inc.; second, BEA Architects; third, Hamburg Port Consulting; and fourth, Moffatt & Nichol
	Port Commission adopted the staff-recommended ranking and authorized award
2022-0927-38	Award a construction contract to Four Seasons Development Company, Inc. for annual perimeter security fence replacement for 2022
2022-0927-39	Award a construction contract to Bryant Industrial Services, LLC for the annual fender system maintenance at Barbours Cut Terminal and Bayport Container Terminal for 2022 and 2023
2022-0927-40	Award a construction contract to Indi Construction Partners, LLC for the maintenance building addition and canopy enclosure at Bayport Container Terminal
2022-0927-41	Award a professional services contract to English + Associates Architects, Inc. for design of the new Port Coordination Center facility at the Turning Basin Terminal
2022-0927-42	Award a professional services contract to Binkley & Barfield, Inc. for design for the removal and replacement of security speed gates at Ramp Roads 2, 4, and 5 at Turning Basin Terminal
2022-0927-43	Amend the professional services contract with RPS Infrastructure, Inc. to perform final design and engineering services associated with the water line rehabilitation at South Turning Basin Terminal

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2022-0927-44	Amend the professional services contract with AECOM Technical Services, Inc., for master planning and engineering design of Port Authority facilities at Barbours Cut Terminal and Bayport Container Terminal, to include the design of Barbours Cut Terminal pop-up yard Phase I and II and the land development design for Old Highway 146 tracts
2022-0927-45	Amend the contract with Curtin Maritime Corp. for dredging of the Houston Ship Channel between Station 78+844 and 16+000 & Bayport Ship Channel to add Barbours Cut Container Terminal maintenance dredging and terminate the Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging at Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal
2022-0927-46	Approve a change order with Main Lane Industries, Ltd. to perform additional work associated with the Freight Station Road dedicated right-turn lanes and U-turn connector at Bayport Container Terminal
2022-0927-47	Enter into an Agreement with Bay-Houston Towing, Suderman & Young Towing, and G&H Towing for the administration of federal grant funding
2022-0927-48	Provide the Port Authority's contributed funds for Package 4B and cost share portion for Package 5 for construction oversight to the U.S. Army Corps of Engineers, to support Construction of Package 4B/5 of the Houston Ship Channel Expansion Channel Improvement Project
2022-0927-49	Approve the revised license fees for petroleum and chemical pipeline licenses according to the attached rate schedule, effective October 1, 2022 through December 31, 2029, and remit adjustments to affected customer accounts from October 1, 2019
2022-0927-50	Approve the renewal of the following expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric LLC
2022-0927-51	Issue a transmission line license to Comcast of Houston, LLC for a fiber optic cable line crossing the Port Terminal Railroad Association tracks adjacent to Gate AA at Industrial Park East
2022-0927-52	Amend a pipeline license with KM Liquids Terminals LLC to add a 12kV electrical conduit on an existing pipe rack across Panther Creek
K. Operations	
2022-0927-53	Staff Report – Selected agenda items – Jeff Davis, Chief Operations Officer
2022-0927-54	Approve staff's ranking of vendors and award a professional services contract to perform inspection services for three dockside electric container

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cranes for Wharves Nos. 2, 5, and 6 at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Liftech Consultants, Inc.; second, Laurence & Associates, LLC; and third, APTIM Port Services International, LLC

Port Commission adopted the staff-recommended ranking and authorized award

2022-0927-55

Approve staff's ranking of vendors and award a two-year contract for the purchase of scaffolding services for wharf crane maintenance at Barbours Cut Terminal and Bayport Container Terminal to the top- ranked proposer: staff ranking – first, TAP Industrial Services, Inc.; and second, JBR1 Industrial Services

Port Commission adopted the staff-recommended ranking and authorized award

2022-0927-56

Award the following for the purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal: (a) a two-year contract in an amount not to exceed \$300,000 to Allen Kerber Auto Parts; and (b) a two- year contract in an amount not to exceed \$200,000 to Auto Plus Auto Parts

2022-0927-57

Award a three-year contract to TransTech of SC, Inc., the sole source provider, for the purchase of spare and replacement parts for Stemmman-Technik cable reels on wharf cranes at Barbours Cut Terminal and Bayport Container Terminal

2022-0927-58

Award a three-year contract to Sudden Service, Inc., the sole source provider, for the purchase of captive replacement parts for Taylor equipment at Barbours Cut Terminal and Bayport Container Terminal

2022-0927-59

Award an annual contract to AssetWorks, LLC, the sole source provider, for software maintenance, support and extended hardware warranty of Fleet Focus M5, Enterprise Asset Management System and Fuel Focus software, the Port Authority's Fueling and Fleet management system

2022-0927-60

Award a three-year contract to Paceco Corporation, the sole source provider, for the purchase of captive replacement parts and technical support services for Paceco wharf cranes at Barbours Cut Terminal

2022-0927-61

Award a two-year job order contract to Structural Concrete Systems, LLC for general marine facility repairs, using the Omnia Partners (formally Sourcewell), a cooperative purchase program contract, in an amount not to exceed \$500,000; and

Authorize staff to procure a two-year job order contract with Generocity Services, Inc. for general marine facility repairs, using Harris County

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	Department of Education's Choice Partners, a cooperative purchase program, in an amount not to exceed \$500,000
2022-0927-62	Award a contract to Smart Tecs LLC, the sole source provider, to replace the Optical Character Recognition lights at Barbours Cut Terminal and Bayport Container Terminal
2022-0927-63	Approve a two-year extension of the contract with Total Network Solutions to provide Database administrator, EDI implementation/execution, and monitoring support for the Navis Terminal Operating System
2022-0927-64	Ratify a purchase order issued June 6, 2022, to Byte Crunch Technologies, a new company owned by former Port Authority employee, Yan Chen, for software, power business intelligence tool creation, and maintenance
2022-0927-65	Approve an amendment to the twenty-year lease with C&C Houston Bayport to restate the footprint of the leased premises, a 21.53-acre parcel of land at Bayport Container Terminal Complex south of Port Road
2022-0927-66	Approve an amendment to the existing ten-year lease with Cooper/Ports America, LLC of leased premises totaling 6.5 acres, including the warehouse known as Shed 3, at Barbours Cut Terminal to add a .65-acre tract to the premises at a base rent of \$1,325 per month, subject to annual escalation as provided in the lease
2022-0927-67	Approve an amendment to the lease agreement with CMC Americas LLC for 22.52 acres at Bayport Container Terminal Complex south of Port Road, providing for Port Authority reimbursement of the tenant's improvements to the access road and intersection with Container Freight Station Road
	L. People
2022-0927-68	Staff Report – Selected agenda items – Jessica Shaver, Chief People Officer
2022-0927-69	Authorize renewal of the agreement with Aetna Life Insurance Company to provide professional third-party administration services for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents for the calendar year 2023
2022-0927-70	Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2023 for: (a) Aetna Life Insurance Company, for dental, vision, and Medicare Advantage coverage and (b) Minnesota Life Insurance Company, for basic life, voluntary and dependent life, and retiree life coverage

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2022-0927-71	Approve the hiring of Captain Malcolm “Doug” Mims as a casual employee to provide services relating to the M/V Sam Houston
	M. Security and Emergency Operations
2022-0927-72	Staff Report – Selected agenda items – Marcus Woodring, Chief Port Security and Emergency Operations Officer
2022-0927-73	<p>Approve staff’s ranking of vendors and award a professional services contract to conduct facility risk assessments for the Port Authority’s five Maritime Transportation Security Act regulated facilities to the top-ranked proposer: staff ranking – first, Chemical Security Group LLC; second, ABSG Consulting, Inc.; and third, Guidepost Solutions, LLC</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2022-0927-74	Approve renewal of a Memorandum of Agreement with U.S. Coast Guard Sector Houston-Galveston for a five-year period, to exchange and share information and data in order to enhance maritime safety and security
2022-0927-75	Approve up to four Memoranda of Understanding with Texas Emergency Management Assistance Teams, Texas Division of Emergency Management, Texas A&M Engineering Extension Service, and Texas A&M Forest Service, to provide training, curriculum materials, analytical services, and technical assistance services for each Port Authority personnel participating on their disaster response teams for a five-year term unless terminated earlier
2022-0927-76	Approve renewal of the Interconnection Security Agreement and Memorandum of Understanding with the U.S. Coast Guard for a three-year period, to connect the Nationwide Automatic Identification System to the Command Bridge system to enhance maritime safety and emergency response
	N. Technology
2022-0927-77	Staff Report – Selected agenda items – Ron Farrow, Director, Information Technology
2022-0927-78	Award the following for the configuration, installation, and five-year support of the Port Authority’s NXGEN wireless solution: (a) Barbours Cut Terminal and Bayport Container Terminal outdoor wireless (LTE) solution to AT&T in an amount not to exceed \$2,400,000 and (b) Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal indoor

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and outdoor Wi-Fi to Netsync Network Solutions in an amount not to exceed \$1,200,000

2022-0927-79 Award a contract and purchase order to Xerox for continued provision of multi-function printer devices for an additional five-years, using the State of Texas Department of Information Resources cooperative purchase program

2022-0927-80 Issue a purchase order to Netsync Network Solutions for purchase of networking equipment to support additional ship- to-shore cranes, using Texas Department of Information Resources cooperative purchase program

2022-0927-81 Amend and extend for an additional five-years, the existing contract with Verizon Business Network Systems, Inc. for session initiation protocol (SIP) telephony services, using Texas Department of Information Resources cooperative purchase program

2022-0927-82 Amend the professional services contract with Deloitte Consulting, LLP for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II

Recess Open Meeting and Convene Executive Session

Reconvene Open Meeting

2022-0927-83 Authorize the Port Authority to settle (a) Standard Constructors, Inc. v. Port of Houston Authority and (b) pay Interface Consulting International, Inc. for Port Authority litigation services, on the terms discussed in Executive Session, and to do all other things reasonable or necessary to give effect to the foregoing

2022-0927-84 Authorize the Port Authority to settle the claims of George Hedge Contractors, Inc. on the terms discussed in Executive Session, and to authorize the Executive Director to do all things necessary to give effect to the foregoing

2022-0927-85 Authorize the Port Authority to amend the agreement for legal services with Haynes and Boone, LLP on the terms discussed in Executive Session, and to authorize the Chief Legal Officer to do all things necessary to give effect to the foregoing

Closing Remarks by Chairman and Commissioners

Adjourn Meeting

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

**Houston, Texas
September 27, 2022**

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on September 27, 2022, at 9:15 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029, and via Cisco WebEx. The following commissioners, staff, and counsel were present:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner
Cheryl Creuzot, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Roy Mease, Commissioner
Roger Guenther, Executive Director
Erik Eriksson, Chief Legal Officer
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

Chairman Campo began with an update on Project 11, which he described as the fastest and largest deepening and widening project of its kind. Over \$545 million in dredging contracts had been issued to date and the overall project was 82% funded; another \$200 million was needed in order to fully fund the project.

Chairman Campo explained that the normal ratio for funding such improvement projects was 65% government and 35% local sponsor. Project 11 was different in that 72% of the funds were coming from the Port Authority as the local sponsor. Private industry had also committed to paying for a portion of the project through a proposed fee structure, which would be further debated at a later date.

Chairman Campo announced that federal grant funds had been committed to repower two tugboats that serve the Houston Ship Channel, using \$2.5 million from a Diesel Emissions Reduction Act (DERA) grant the Port Authority had received, to fund the reduction of emissions through replacement of older diesel engines. The item was on the agenda and was another measure of the Port Authority partnering with industry for cleaner air.

Chairman Campo explained that the agreement, with Bay Houston Towing, Suderman & Young Towing, and G&H Towing, would repower two tugs with Tier 4 engines: each tug's two 2150 HP Tier 0 engines would be replaced with Tier 4 engines. The use of Tier 4 engines was expected to reduce NOx emissions by 202 tons per year and particulate matter emissions by 2.31 tons per year.

Chairman Campo concluded his opening remarks by commenting on the recent employee picnic at the Houston Zoo, a great day with nearly 1,000 employees, retirees, and family in attendance. It was great to reconnect, and the staff Picnic Team did a great job putting the gathering together.

Commissioner Corgey announced that the Seafarers International Union would be loading a container full of relief supplies for Puerto Rico in the wake of the hurricane; water was especially needed.

(2022-0927-01) Chairman Campo called for a motion to approve the minutes of the August 2, 2022 Port Commission meeting. Commissioner Mease moved for approval, seconded by Commissioner Corgey. The minutes were approved as written.

(2022-0927-02) Roger Guenther, Executive Director, presented a summary of selected financial and operational matters:

- Total twenty-foot equivalent units (TEUs) were up 17% year to date.
 - Loaded imports in August set an all-time high, up 14% over the previous August.
 - Loaded export volume was the third highest in the last three years.
 - 382,842 TEUs represented the best month in Port Authority history. While many ports in the U.S. reported softening volumes, the Port Authority had not experienced that yet.
- General Cargo was up 73% and continued to be driven by substantial increases in steel and bulk commodities.
 - Commodities such as steel, cement, and aluminum continued to perform well.
 - The Port Authority was also handling unique things, such as import steel racks that solar panels were mounted to.

Mr. Guenther remarked that there was more than \$146 million in recommendations for award on the agenda including infrastructure projects to accelerate the capacity of facilities, valued at \$60 million, maintenance buildings at Barbours Cut Container Terminal, and waterside maintenance dredging. The Port Authority was accelerating its investments to match both the historic demand currently being seen and for the future.

Chairman Campo noted that a total of \$1.1 billion worth of landside investments had been made, and added that the Port Authority was fortunate to have the capital to do such projects.

(2022-0927-03) Appearances

(a) Chairman Campo recognized Adrian Shelley, on behalf of Public Citizen and the Healthy Port Communities Coalition, who addressed the Port Commission.

Mr. Shelley announced he was looking forward to the budget amounts listed in the forthcoming 2023 operating budget. Implementing the Clean Air Strategy Plan was an important step for the Port Authority, and a great way to be transparent about its commitment to the plan was through a budget line item. He remarked that in the past the Port Authority had claimed that funds were dispersed throughout its budget, but such a line item would be a quantification of the Port Authority's environmental stewardship activities. Other line items could be included for the goods movement emissions inventory to allow for benchmarking and setting new targets.

Mr. Shelley noted that there were many opportunities resulting from the Inflation Reduction Act that had been passed by Congress. Billions in funding was available and it would be great if there was a unified proposal addressing each opportunity.

(b) Chairman Campo asked if anyone else had registered to address the Port Commission; there was none.

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

(2022-0927-04) Chairman Campo recognized John Moseley, Chief Commercial Officer, to provide a report of selected agenda items.

Mr. Moseley remarked that two-way communication with stakeholders and the community was important, and an advertising campaign had been launched featuring billboards and radio messages centered around supporting the Port Authority's boots on the ground, in an effort to create awareness.

Mr. Moseley highlighted agenda Item H1: extension of a media-buy contract to support that advertising campaign. The other eleven items were for real estate, including Items H2 and H3, a combined twelve acres of property to be leased: the tenant would be stabilizing both tracts of land in exchange for an abatement of rent.

(2022-0927-05) RCA H1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H1 PASSED.

(2022-0927-06) RCA H2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners

Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H2 PASSED.

(2022-0927-07) RCA H3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H3 PASSED.

(2022-0927-08) RCA H4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H4 PASSED.

(2022-0927-09) RCA H5 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H5 PASSED.

(2022-0927-10) RCA H6 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H6 PASSED.

(2022-0927-11) RCA H7 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H7 PASSED.

(2022-0927-12) RCA H8 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H8 PASSED.

(2022-0927-13) RCA H9 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H9 PASSED.

(2022-0927-14) RCA H10 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none.
RCA H10 PASSED.

(2022-0927-15) RCA H11 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H11 PASSED.

(2022-0927-16) RCA H12 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA H12 PASSED.

(2022-0927-17) Chairman Campo recognized Tim Finley, Chief Financial Officer to provide a report of selected agenda items.

Mr. Finley commented that Item I1 was to approve and reaffirm the charters and policies listed in the agenda that had been approved by the Audit Committee. The item was more of a housekeeping procedure; there were no major changes.

Items I2 through I6 were reviewed during the prior Pension Committee meeting. Item I2 represented a continuation of the Port Authority's careful downward adjustment of the discount factor from 6.25% to 6.00% for the retirement and other post-employment benefit (OPEB) plans. The Port Authority's investment advisors supported the recommendation.

Mr. Finley continued: Items I3 and I4 were related: Item I3 was to terminate the agreement with a Port Authority's plan advisor due to performance concerns and Item I4 was to enter into an agreement with a new advisor. The new advisor had a lower risk profile and stronger historical returns.

Items I5 and I6 were to adjust asset allocations for the Port Authority's pension and OPEB plans to increase equity, target minimum/maximum thresholds by five percentage points, and reduce fixed income thresholds by five percentage points. Modeling had predicted that these adjustments would show a higher level of return that was closer to the Port Authority's target return of 6%.

Mr. Finley concluded with Item I7 which pertained to the annual review of the Defined Contribution and Deferred Compensation Plans. There were no changes to the documents.

(2022-0927-18) RCA I1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I1 PASSED.

(2022-0927-19) RCA I2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I2 PASSED.

(2022-0927-20) RCA I3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I3 PASSED.

(2022-0927-21) RCA I4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I4 PASSED.

(2022-0927-22) RCA I5 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I5 PASSED.

(2022-0927-23) RCA I6 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I6 PASSED.

(2022-0927-24) RCA I7 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA I7 PASSED.

(2022-0927-25) Chairman Campo recognized Rich Byrnes, Chief Infrastructure Officer, to provide a report of selected agenda items.

Prior to Mr. Byrnes taking the floor, Mr. Moseley announced that the Port Authority would host the Houston International Maritime Conference, the first inaugural event of its kind, on October 24, 2022. All were invited to attend.

Mr. Byrnes reported that there were 27 items on the agenda worth about \$133 million. Items J5 and J6 alone were worth approximately \$108 million. He added that construction of the maintenance complex and container yards were critical to growth.

Item J11 pertained to the acquisition of grants funds and was for an agreement in support of grant management. He added that the Port Authority was pursuing all possible grant opportunities.

Mr. Byrnes explained that agenda Item J12 was for a consulting contract to assist staff with planning future infrastructure development and Item J22 pertained to the \$2.5 million DERA grant that had been previously mentioned.

Commissioner Cloonan applauded the companies on Item J5 for including small- and minority-owned businesses in the bidding process and hoped that Item J6 could be more inclusive of the same small- and minority-owned business opportunities.

(2022-0927-26) RCA J1 was presented. Commissioner Mease moved for staff's ranking of vendors - first, SNM2R, LLC; second, Edge Engineering and Science, LLC; and third, TRC Environmental Corporation, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J1 PASSED.

(2022-0927-27) RCA J2 was presented. Commissioner Mease moved for staff's ranking of vendors – first, Hatch Associates Consultants, Inc.; and second, Jacobs Engineering Group, Inc., seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J2 PASSED.

(2022-0927-28) RCA J3 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J3 PASSED.

(2022-0927-29) RCA J4 was presented. Commissioner Mease moved for staff's ranking of vendors – first, Epoxy Design Systems, Inc.; second, Forde Construction Company, Inc.; and third, Bryant Industrial Services, LLC, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J4 PASSED.

(2022-0927-30) RCA J5 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Satterfield & Pontikes Construction, Inc.; second, Archer Western Construction, LLC; and third, McCarthy Building Companies, Inc., seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J5 PASSED.

(2022-0927-31) RCA J6 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan,

Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J6 PASSED.

(2022-0927-32) RCA J7 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Terracon Consultants, Inc.; second, Aviles Engineering Corporation; and third, Braun Intertec Corporation, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J7 PASSED.

(2022-0927-33) RCA J8 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Braun Intertec Corporation; second, Aviles Engineering Corporation; and third, HVJ Associates, Inc., seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J8 PASSED.

(2022-0927-34) RCA J9 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Jerdon Enterprise L.P.; second, Forde Construction Company, Inc.; and third, Total Contracting Limited, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J9 PASSED.

(2022-0927-35) RCA J10 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Blastco Texas, Inc.; and second, TAM Services, LLC, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J10 PASSED.

(2022-0927-36) RCA J11 was presented. Commissioner Mease moved for staff's ranking of vendors - first, AECOM Technical Services, Inc.; second, Atkins North America, Inc.; and third, The Ecologix Group, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J11 PASSED.

(2022-0927-37) RCA J12 was presented. Commissioner Mease moved for staff's ranking of vendors - first, AECOM Technical Services, Inc.; second, BEA Architects; third, Hamburg Port Consulting; and fourth, Moffatt & Nichol, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J12 PASSED.

(2022-0927-38) RCA J13 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J13 PASSED.

(2022-0927-39) RCA J14 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J14 PASSED.

(2022-0927-40) RCA J15 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J15 PASSED.

(2022-0927-41) RCA J16 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J16 PASSED.

(2022-0927-42) RCA J17 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J17 PASSED.

(2022-0927-43) RCA J18 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J18 PASSED.

(2022-0927-44) RCA J19 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J19 PASSED.

(2022-0927-45) RCA J20 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J20 PASSED.

(2022-0927-46) RCA J21 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J21 PASSED.

(2022-0927-47) RCA J22 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J22 PASSED.

(2022-0927-48) RCA J23 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J23 PASSED.

(2022-0927-49) RCA J24 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J24 PASSED.

(2022-0927-50) RCA J25 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Commissioner Cloonan recused herself. Nays none. RCA J25 PASSED.

(2022-0927-51) RCA J26 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J26 PASSED.

(2022-0927-52) RCA J27 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA J27 PASSED.

(2022-0927-53) Chairman Campo recognized Jeff Davis, Chief Port Operations Officer, to provide a report of selected agenda items.

Mr. Davis stressed that the container buildout referenced in Item J5 was the last tract of land included in the original Bayport Master Plan. Once completed, it would represent fifteen years of work to buildout.

He noted that nearly the entire 400 acres of available land at the Turning Basin Terminal was under lease, and the general cargo facilities were operating at near capacity – as were the container terminals. The ship queue for the container facilities peaked last month at 30 ships, the largest it had ever been for a one-day period, and had since dropped to 18 ships, although there was not enough information to determine if the reduction was a trend or just an aberration. He added that the general cargo facilities also had a small queue of two to three ships.

Mr. Davis reiterated that August volumes were the highest in Port Authority history. Once again, new gate transaction records had been set on three separate occasions in the month of September, and daily transactions at the container terminals were just shy

of 15,000. Both Port Authority employees and International Longshoremen's Association (ILA) members were working hard to keep up with the traffic and keep the equipment working.

Chairman Campo inquired as to the new Saturday gate hours, and Mr. Davis admitted that they had not yet met the goal of half the number of transactions as a regular weekday: the highest total of transactions was 3,200, with the average closer to 2,300 to 2,400. The low turnout was disappointing considering the challenges being faced to provide good turn times during the week.

Commissioner Creuzot suggested that the Saturday gate hours could be improved in order to keep turn times down and service levels high, and Chairman Campo asked if there were any incentives to encourage their use. He observed that Saturdays were traditionally family days, often spent attending sports games or other similar events. The challenge was to make a big enough incentive to overcome the cultural issue of working on Saturdays.

Mr. Davis added that the Port Authority had its own challenges staffing the Saturday gate hours. If the service levels did not push customers to the Saturday hours, then perhaps certain incentives would. Staff had begun evaluating such incentives but felt it was too early to commit to them, since the Saturday hour program was still in its infancy.

Commissioner Mease asked if staff had met with the heads of companies to work on the issue, and wondered if a change in the work week, whereby certain employees worked Tuesday through Saturday, was a potential solution: something major needed to happen.

Mr. Guenther stressed that the Saturday hours were at the request of some of the major resin exporters in the area, adding that a culture shift was needed. Mr. Guenther assured the Port Commission that staff had engaged many companies in an effort to increase transactions on Saturdays.

Mr. Guenther explained that at the end of the day, ships were queuing up to come to the terminals because Houston was the best option; other ports were experiencing the same difficulties. Resin cargo would naturally continue to flow through Houston as the area handled approximately 70% of the nation's supply.

Commissioner Creuzot wondered if it was a messaging issue to the consumer. Heavy delays could be increasing costs. Mr. Guenther emphasized that the Port Authority did not want to be a storage facility, but rather a throughput facility, and was encouraging distributors to move their cargo out more quickly.

He noted that staff was considering changing its fees to encourage the movement of cargo. Commissioner Mease asked what the current fee structure was, and Mr. Guenther reported that the Port Authority charged about \$70 per day on import containers after seven days. In years past, companies would fight to not pay the fee but now paying the fee was the cheaper solution, and so staff was looking to change the narrative. The Port Authority did not want to make money off fees for extended dwell time; it wanted to move cargo expeditiously through its terminals.

Commissioner Mease felt that if the fees were raised, it would encourage companies to move their cargo. Commissioner Creuzot added that at the end of the day, it was the consumer who bore the burden, and wanted the consumer to understand the narrative.

Chairman Campo did not think it was a major consumer issue as the cost of the bottleneck at Port Authority facilities was relatively small: prices would not be cut by 10% if cargo was moved off Port Authority terminals faster. The fundamental challenge was that there was an incredibly tight workforce, and most people did not want to work on Saturdays and therefore would find employment that did not require them to do so. Chairman Campo noted that his own business had closed its offices on Sundays in an attempt to retain employees.

Commissioner Fitzgerald commented that any port in the Gulf or on the East Coast would gladly trade places with the Port Authority. The Port Authority, even with its many challenges, was much better off than any other port.

Mr. Davis continued his remarks. In the beginning of 2021, wharf crane hours were averaging 1,000 a week. Now crane hours were averaging 1,800 per week, and that increase in hours came with many challenges. Paulo Soares, Senior Director, Maintenance, was recognized for his efforts and the efforts of his team to keep the cranes running. The ILA was also recognized for its job of training and staffing crane operators.

Mr. Davis remarked that there were 14 items on the agenda. Item K2 was for the purchase of scaffolding needed for crane maintenance and Item K8 was for marine facility repairs, which was part of the facility inspection and condition assessment program (FICAP). The Port Authority's Maintenance Department carried out a lot of the repairs itself and the agenda item was a supplement to that maintenance.

Items K12 and K14 were for leases with companies with which the Port Authority had ongoing partnerships: the companies would be performing maintenance and repairs to chassis and containers, a setup that was attractive to ocean carriers.

(2022-0927-54) RCA K1 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, Liftech Consultants, Inc.; second, Laurence & Associates, LLC; and third, APTIM Port Services International, LLC, seconded by Commissioner

Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K1 PASSED.

(2022-0927-55) RCA K2 was presented. Commissioner Corgey moved for staff's ranking of vendors - first, TAP Industrial Services, Inc.; and second, JBR1 Industrial Services, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K2 PASSED.

(2022-0927-56) RCA K3 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K3 PASSED.

(2022-0927-57) RCA K4 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K4 PASSED.

(2022-0927-58) RCA K5 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K5 PASSED.

(2022-0927-59) RCA K6 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K6 PASSED.

(2022-0927-60) RCA K7 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K7 PASSED.

(2022-0927-61) RCA K8 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K8 PASSED.

(2022-0927-62) RCA K9 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K9 PASSED.

(2022-0927-63) RCA K10 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K10 PASSED.

(2022-0927-64) RCA K11 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K11 PASSED.

(2022-0927-65) RCA K12 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K12 PASSED.

(2022-0927-66) RCA K13 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K13 PASSED.

(2022-0927-67) RCA K14 was presented, moved by Commissioner Corgey, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA K14 PASSED.

(2022-0927-68) Chairman Campo recognized Jessica Shaver, Chief People Officer, to provide a report of selected agenda items.

Ms. Shaver recognized Christa Abshier, Employee Engagement Specialist, for her efforts in coordinating the recent Port Authority picnic at the Houston Zoo. Ms. Shaver then stated there were two big meetings forthcoming: the Community Relations Committee and the Port Commission Community Advisory Council.

Ms. Shaver gave an update on the pension plan buyout program. There was currently a 50% participation rate in the program valued at \$5.9 million.

Ms. Shaver explained the 2023 benefits program recommendation on the agenda for approval, adding that the Pension and Benefits Committee had already reviewed and approved the recommendation. One of the items was for the medical program. After transitioning to a self-funded medical program in 2019, the Port Authority was running at a surplus of \$1.3 million year-to-date. An increase of 1.8% was expected in the budget,

well below industry trends, and the minimal increase was possible by increasing the stop-loss deductible to \$200,000 from \$175,000.

The budget did not call for an increase in funding from employee contributions, but a new, four-tier system for employee contributions was being put into place. The Port Authority traditionally only had two tiers: employee and employee plus family; the additional tiers would break down the family portion to employee plus spouse and employee plus child, and the employee and family category would see a slight increase in contributions.

Ms. Shaver reported that the only item that went out for bid was Medicare Advantage for the Port Authority's retirees. Negotiations resulted in a savings of over 20%.

Ms. Shaver explained that Item L3 was a formality. The Code of Ethics stated that the rehire of a former Port Authority employee needed to be approved by the Port Commission. Staff wanted to rehire Captain Doug Mims, who retired in July 2022, as a casual employee to provide services relating to the M/V Sam Houston.

Chairman Campo commented that he had seen Mr. Mims at the employee picnic and Mr. Mims was excited to return.

(2022-0927-69) RCA L1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L1 PASSED.

(2022-0927-70) RCA L2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L2 PASSED.

(2022-0927-71) RCA L3 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA L3 PASSED.

(2022-0927-72) Chairman Campo recognized Marcus Woodring, Chief Port Security and Emergency Operations Officer, to provide a report of selected agenda items.

Mr. Woodring announced that three of the agenda items were Memoranda of Understanding with other agencies at no cost to the Port Authority. One was for sharing information and data with the Coast Guard, another for access to the Coast Guard's

Automatic Identification System (AIS) feed for vessel tracking, and the third was with the Texas Department of Emergency Management to allow Port Authority staff to participate in its disaster response teams.

Mr. Woodring noted that Item M1 was for the Port Authority's facility risk assessment, which was required to be conducted every five years by the Coast Guard. As part of the risk assessment, three different assessments would be carried out at once.

(2022-0927-73) RCA M1 was presented. Commissioner Mease moved for staff's ranking of vendors - first, Chemical Security Group LLC; second, ABSG Consulting, Inc.; and third, Guidepost Solutions, LLC, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M1 PASSED.

(2022-0927-74) RCA M2 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M2 PASSED.

(2022-0927-75) RCA M3 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M3 PASSED.

(2022-0927-76) RCA M4 was presented, moved by Commissioner Mease, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA M4 PASSED.

(2022-0927-77) Chairman Campo recognized Ron Farrow, Director, Information Technology - Infrastructure, to provide a report of selected agenda items.

Mr. Farrow announced that there were five items on the agenda. Item N1 was for configuration, installation, and five-year support of the Port Authority's NXGEN wireless solution. Item N2 was for the replacement of all the Xerox printers.

(2022-0927-78) RCA N1 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N1 PASSED.

(2022-0927-79) RCA N2 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan,

Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N2 PASSED.

(2022-0927-80) RCA N3 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N3 PASSED.

(2022-0927-81) RCA N4 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N4 PASSED.

(2022-0927-82) RCA N5 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. RCA N5 PASSED.

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

It is now 10:09 a.m. The Port Commission of the Port of Houston Authority of Harris County, Texas will now convene in a closed meeting, as permitted by the Texas Open Meetings Act and Government Code (1) to conduct a private Consultation with Attorneys (*Section 551.071, Texas Open Meetings Act*), including consultations regarding (i) Standard Constructors, Inc. v. Port of Houston Authority, in the 151st Judicial District Court of Harris County, Texas, (ii) claims of George Hedge Contractors, Inc., (iii) agreement for litigation services with Interface Consulting International, Inc., and (iv) proposed amendment to the agreement for legal services with Haynes and Boone, LLP; deliberate regarding (2) Real Estate (*Section 551.072, Texas Open Meetings Act*); (3) Economic Development Negotiations or Incentives (*Section 551.087, Texas Open Meetings Act*); (4) Employment and Evaluation of Public Officers and Employees (*Section 551.074, Texas Open Meetings Act*), including deliberations regarding public employees; and (5) Security-Related Matters (*Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act*). The Port Commission will reconvene in public session after the closed meeting is adjourned.

At 11:06 a.m., Chairman Campo reconvened the open meeting with the following Commissioners, staff, and counsel in attendance:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner
Cheryl Creuzot, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Roy Mease, Commissioner
Roger Guenther, Executive Director
Erik Eriksson, Chief Legal Officer
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

(2022-0927-83) Commissioner Cloonan moved to authorize the Port Authority to settle (a) *Standard Constructors, Inc. v. Port of Houston Authority* and (b) pay Interface Consulting International, Inc. for Port Authority litigation services, on the terms discussed in Executive Session, and to do all other things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.


(2022-0927-84) Commissioner Creuzot moved to authorize the Port Authority to settle the claims of George Hedge Contractors, Inc. on the terms discussed in Executive Session, and to authorize the Executive Director to do all things necessary to give effect to the foregoing, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.

(2022-0927-85) Commissioner Fitzgerald moved to authorize the Port Authority to amend the agreement for legal services with Haynes and Boone, LLP on the terms discussed in Executive Session, and to authorize the Chief Legal Officer to do all things necessary to give effect to the foregoing, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, Creuzot, DonCarlos, Fitzgerald, and Mease voted Aye. Nays none. MOTION PASSED.

Chairman Campo reminded everyone of the upcoming Port Commission Community Advisory Council meeting the following day, which would be an in-person meeting.

At 11:09 a.m., Chairman Campo adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the September 27, 2022 meeting of the Port Commission of the Port of Houston Authority.



Ric Campo, Chairman

Erik A. Eriksson, Secretary

H. COMMERCIAL

Subject	1. Approve an approximate ten-month extension for a professional services contract with Love Advertising Inc. for media-buy services in an amount not to exceed \$400,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve an approximate ten-month extension for a professional services contract with Love Advertising Inc. for media-buy services in an amount not to exceed \$400,000, 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 #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships) Strategic Objective 3c. - Engage in proactive two-way communication STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) Strategic Objective 4d. - Support sustainable growth of Port Houston and the greater Port

Category:

Awards, Amendments & Change Orders

Department:

Commercial

Staff Contact:

Christine Abbruscato

Background:

The Port Authority's strategic plan aims, in part, to grow and diversify the business base, create greater value for the region by supporting sustainable growth of the Port Authority and the greater port, and develop and strengthen external relationships with our stakeholders through proactive two-way communication.

To assist with achieving these goals and objectives, the Commercial Division seeks to obtain an approximate ten-month extension to its existing professional services agreement with Love Advertising Inc. (Love Advertising), which was awarded to the firm in October 2021 through a solicitation for request for proposals (RFP). The Port Commission awarded the professional services agreement for an initial 14-month term with an option for a one-year extension. The initial term commenced January 7, 2022 and will end March 6, 2023. To align the proposed extension period with the calendar year, the Port Authority and Love Advertising desire to shorten the original one-year extension period to approximately ten months, which would commence March 7, 2023 and end December 31, 2023. The firm would continue to provide the same media-buy services to strategize, identify, and purchase media to advertise in local, regional, and national markets.

The media-buy services are expected to support efforts to communicate the Port Authority's message and brand to its various audiences and enhance the Commercial Division's ability to promote the Port Authority. The media-buy services would include, but are not be limited to, the following:

- Advertising strategy services;
- Advertising media-buy services in local, regional, and national markets, to increase brand awareness, market lease properties, inform others about major projects, generate cost-effective, quality customer inquiries, and assist other goals related to the Port Authority's business and community efforts;
- Account management for all media-buy projects; and
- Provision of supporting data on all purchases of media and associated tracking..

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the approximate ten-month extension with Love Advertising for media-buy services.

H. COMMERCIAL

Subject	2. Approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 4.34 acres out of Block 8A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$91,869, with abatement resulting in an annual net base rent of not less than approximately \$33,535, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$350,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 4.34 acres out of Block 8A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$91,869, with abatement resulting in an annual net base rent of not less than approximately \$33,535, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$350,000, 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 #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:

Cooper/Ports America, LLC (CPA) has requested that the Port Authority lease it approximately 4.34 acres out of Block 8A at Northside Turning Basin for a six-year term. CPA plans to lease the property for the handling and storing of steel, Freight All Kinds (FAK), and/or general cargo. The property has been vacant for several years and this lease is expected to bring new cargo to the Port Authority.

CPA plans to complete a stabilization of the entire property, and has requested an abatement of 70% of the estimated construction and improvement costs during the lease term, subject to the cumulative abatement to the base rent not exceeding \$350,000. The abated base rent would remain in place for the entire lease term unless the cumulative abatement to base rent exceeds \$350,000 (with provable expenses) at any point during the term. At such point, the abated base rent would end, and the annual base rent would be based upon the then-current stabilized lease rate.

The property would remain in the condition of its improved and stabilized state at the end of the term.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject	3. Approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 7.94 acres out of Block 7 at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$168,073, with abatement resulting in an annual net base rent of not less than approximately \$51,407, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$700,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve a lease for a six-year term with Cooper/Ports America, LLC for approximately 7.94 acres out of Block 7 at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$168,073, with abatement resulting in an annual net base rent of not less than approximately \$51,407, subject to (i) annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and (ii) the cumulative abatement to the base rent not exceeding \$700,000, 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 #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:

Cooper/Ports America, LLC (CPA) has requested that the Port Authority lease it approximately 7.94 acres out of Block 7 at Northside Turning Basin for a six-year term. CPA plans to lease the property for the handling and storing of steel, Freight All Kinds (FAK), and/or general cargo. The property has been vacant for several years and this lease is expected to bring new cargo to the Port Authority.

CPA plans to complete a stabilization of the entire property, and has requested an abatement of 70% of the estimated construction and improvement costs during the lease term, subject to the cumulative abatement to the base rent not exceeding \$700,000. The abated base rent would remain in place for the entire lease term unless the cumulative abatement to base rent exceeds \$700,000 (with provable expenses) at any point during the term. At such point, the abated base rent would end, and the annual base rent would be based upon the then-current stabilized lease rate.

The property would remain in the condition of its improved and stabilized state at the end of the term.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject 4. Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 3.57 acres out of Block 4B at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$136,017, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 3.57 acres out of Block 4B at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$136,017, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each 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:

Cooper/Ports America, LLC (CPA) has requested that the Port Authority lease it approximately 3.57 acres out of Block 4B at Northside Turning Basin for a one-year term with two one-year mutual renewal options. CPA has leased the property since July 1, 2021 under a month-to-month lease for storage and handling of steel products and general cargo, and plans to use this property for the same purpose under the proposed term lease.

The Port Commission, at its May 24, 2022, meeting, ratified the extended term of the month-to-month lease described above, since it would have been in effect for more than one year after June 30, 2022.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject **5. Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10.08 acres out of Block 3A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$405,457, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10.08 acres out of Block 3A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$405,457, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each 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:
Cooper/Ports America, LLC (CPA) has requested that the Port Authority lease it approximately 10.08 acres out of Block 3A at Northside Turning Basin for a one-year term with two one-year mutual renewal options. CPA has leased the property since July 1, 2021, under a month-to-month lease for storage and handling of steel products and general cargo, and plans to use this property for the same purpose under the proposed term lease.

The Port Commission, at its May 24, 2022, meeting, ratified the extended term of the month-to-month lease described above, since it would have been in effect for more than one year after June 30, 2022.

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

H. COMMERCIAL

Subject **6. Approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10 acres out of Block 4A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$402,240, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each one-year mutual renewal option.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a lease for a one-year term with two one-year mutual renewal options with Cooper/Ports America, LLC for approximately 10 acres out of Block 4A at Northside Turning Basin, effective no earlier than October 1, 2022, at an annual base rent of approximately \$402,240, subject to base rent escalation of the greater of 3% or the increase in the Consumer Price Index, upon the exercise of each 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:
Cooper/Ports America, LLC (CPA) has requested that the Port Authority lease it approximately 10 acres out of Block 4A at Northside Turning Basin for a one-year term with two one-year mutual renewal options. CPA has leased the property since July 1, 2021, under a month-to-month lease for storage and handling of steel products and general cargo, and plans to use this property for the same purpose under the proposed term lease.

The Port Commission, at its May 24, 2022, meeting, ratified the extended term of the month-to-month lease described above, since it would have been in effect for more than one year after June 30, 2022.

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

H. COMMERCIAL

Subject 7. Approve a grazing lease for a five-year term with David Eugene Brown and Polly Brown for approximately 70 acres out of the Ezekiel Thomas Survey A-73 in the City of Galena Park, effective no earlier than November 1, 2022, at an annual base rent of approximately \$1,400.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a grazing lease for a five-year term with David Eugene Brown and Polly Brown for approximately 70 acres out of the Ezekiel Thomas Survey A-73 in the City of Galena Park, effective no earlier than November 1, 2022, at an annual base rent of approximately \$1,400, 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:

David Eugene Brown and Polly Brown have requested that the Port Authority lease them approximately 70 acres out of the Ezekiel Thomas Survey A-73 in the City of Galena Park for a five-year term. David Eugene Brown and Polly Brown have leased the property since 2014 for the grazing of livestock, and intend to use the property for the same purpose under the proposed lease.

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

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed grazing lease with David Eugene Brown and Polly Brown under the terms described above.

H. COMMERCIAL

Subject	8. Approve an amendment to the lease with Covey Transport, Inc. for approximately 3.66 acres out of Block 3 at Turning Basin West to extend the term for one year, effective no earlier than October 1, 2022, at an annual base rent of approximately \$86,270.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve an amendment to the lease with Covey Transport, Inc. for approximately 3.66 acres out of Block 3 at Turning Basin West to extend the term for one year, effective no earlier than October 1, 2022, at an annual base rent of approximately \$86,270, 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:

By Minute No. 2018-0626-05, the Port Commission approved a three-year lease with Covey Transport, Inc. (Covey Transport) for approximately 3.66 acres out of Block 3 at Turning Basin West. The property is used for storing and handling steel and non-hazardous break bulk products that cross Port Authority docks.

By Minute No. 2021-0928-08, the Port Commission approved a one-year extension of the lease term with Covey Transport for the same property and purpose described above. The lease has now been in effect for approximately four years and has been subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

Covey Transport 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

Subject 9. Approve an amendment to the lease with Portwall Partners, Ltd. for approximately 55.89 acres of unimproved real property located on the south side of Port Road effective no earlier than October 1, 2022, to extend (i) the Feasibility Period for six months to March 31, 2023 and (ii) commencement of the Development/Construction Period to April 1, 2023, with base rent payable during these periods as set forth in the lease.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve an amendment to the lease with Portwall Partners, Ltd. for approximately 55.89 acres of unimproved real property located on the south side of Port Road effective no earlier than October 1, 2022, to extend (i) the Feasibility Period for six months to March 31, 2023 and (ii) commencement of the Development/Construction Period to April 1, 2023, with base rent payable during these periods as set forth in the lease, 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:

By Minute No. 2021-0323-10, the Port Commission approved a fifty-year lease with Portwall Partners, Ltd. (Portwall) for approximately 55.89 acres of unimproved real property located on the south side of Port Road outside of the Bayport Container Terminal secured area near Seabrook, Texas. The property is to be used for the construction and operation of an industrial business park, which includes a resin packaging facility.

Portwall is requesting a six-month extension of the Feasibility Period from September 30, 2022 to March 31, 2023. Portwall is also requesting that commencement of the Development/Construction Period be extended to April 1, 2023. Portwall would continue to pay the base rent as set forth in the lease.

Portwall has cited several reasons for this extension request including feasibility study delays due to the COVID-19 pandemic and global supply chain disruptions, and their adverse impact to Portwall's ability to procure materials and equipment for the development/construction of the property.

The lease provides that the Port Authority complete certain pre-development site preparation work and deliver the property to Portwall in "development ready" condition at the end of the Feasibility Period. Because the pre-development site preparation work was not completed within the initial twelve-month Feasibility Period, the Port Authority exercised its right to extend for an additional six months. The Port Authority has now completed the pre-development site preparation work, and it delivered the property to Portwall in July 2022.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject **10. Approve a third amendment to the lease with Dixie Cullen Interest, Inc. for approximately 10.402 acres to extend the Phase II Construction Period for an additional twelve-months from the current expiration date of December 31, 2022, effective no earlier than October 1, 2022, at an annual base rent of approximately \$317,370, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a third amendment to the lease with Dixie Cullen Interests, Inc. for approximately 10.402 land to extend the Phase II Construction Period for an additional twelve-months from the current expiration date of December 31, 2022, effective no earlier than October 1, 2022, at an annual base rent of \$317,370, subject to annual 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:

By Minute No. 2018-1218-11, the Port Commission approved a twenty-five year lease, with two additional five-year extension options, with Dixie Cullen Interests, Inc. (Dixie Cullen) for approximately 10.402 acres north of the Turning Basin Terminal. The property is used for warehousing of general cargo, including but not limited to, heavy industrial storage services, export packaging, shipping, receiving, and containerizing.

The construction of a new heavy-lift warehouse was scheduled under the lease to commence in October 2019 and end eighteen months later. Due to numerous unexpected issues and delays in the pre-construction period, including in connection with permitting and the COVID-19 pandemic, the initial Phase II Construction Period of eighteen months was extended to thirty-three months, and subsequently extended to forty-five months.

In anticipation of not completing the Phase II Construction by December 31, 2022, Dixie Cullen is now requesting another extension of the Phase II Construction Period. As with the previous extensions, Dixie Cullen has cited supply chain shortages, logistics issues, and rising costs as reasons for the delay, but has assured the Port Authority that it fully plans on completing construction of the new heavy-lift warehouse.

The prior extensions and the proposed extension to the Phase II Construction Period did not and will not change the rent schedule under the lease. Dixie Cullen has been paying and would continue to pay the full operations base rent as scheduled. The current monthly base rent is \$26,447.50.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject **11. Ratify the extended term of a month-to-month lease with R. Warehousing & Port Services, Inc., commencing October 1, 2022, for approximately 2.00 acres out of Block 1C at Northside Turning Basin, at an annual base rent of approximately \$102,456.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, ratify the extended term of a month-to-month lease with R. Warehousing & Port Services, Inc., commencing October 1, 2022, for approximately 2.00 acres out of Block 1C at Northside Turning Basin, at an annual base rent of approximately \$102,456, 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 R. Warehousing & Port Services, Inc. (R. Warehousing) for 2.00 acres out of Block 1C at Northside Turning Basin that will have been in effect for more than one year after October 1, 2022. R. Warehousing's annual base rent is approximately \$102,456, based upon the current premium rate for a month-to-month lease agreement. R. Warehousing uses the leased premises for storing and handling steel products and general cargo.

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

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject **12. Ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing October 4, 2022, for approximately 1.89 acres out of Block 23B at Industrial Park East, at an annual base rent of approximately \$79,221.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, ratify the extended term of a month-to-month lease with Schroder Marine Services, Inc., commencing October 4, 2022, for approximately 1.89 acres out of Block 23B at Industrial Park East, at an annual base rent of approximately \$79,221, 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 1.89 acres out of Block 23B at Industrial Park East that will have been in effect for more than one year after October 4, 2022. Schroder Marine's current annual base rent is approximately \$79,221, based upon the current premium rate for a month-to-month lease agreement. Schroder Marine uses the leased premises for storing and handling containers.

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

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

I. FINANCE

Subject	1. Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies, 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:
Internal Audit

Staff Contact:
Shannon Williams

Background:
The Audit Committee Charter requires that the Audit Committee conduct an annual review of its charter, the Internal Audit Charter, and the Internal Audit Policies supporting the Audit Committee and the Port Authority Internal Audit function.

By Minute No. 2021-0928-06, the Port Commission approved the Port Authority's Audit Committee Charter, Internal Audit Charter, and the Internal Audit Policies.

The Internal Audit Charter sets forth the purpose, authority, and responsibilities of the Internal Audit Department relating to Port Authority systems and business processes, risk management practices, interaction with the Port Authority's independent auditor, internal control structure, accounting policy, and internal audit matters, compliance, and reporting. The Internal Audit Policies support the Audit Committee and Internal Audit Charters.

Staff Evaluation/Justification:
The Audit Committee completed its review of the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies prior to the September 27, 2022 meeting of the Port Commission. Proposed changes to the Audit Committee Charter, the Internal Audit Charter, and Policies incorporate clarifications, updates to departmental organization, and changes to reporting structure.

The Audit Committee and staff request that the Port Commission approve these modifications to the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies, to document the completion of the annual review and to maintain synchronization of effective dates.

I. FINANCE

Subject **2. Authorize the reduction of the investment rate of return assumption for the Port of Houston Authority Restated Retirement Plan and the Other Post-Employment Benefits (OPEB) Plan from 6.25% to 6.00%.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize the reduction of the investment rate of return assumption for the Port of Houston Authority Restated Retirement Plan (Pension Plan) and the Other Post-Employment Benefits (OPEB) Plan from 6.25% to 6.00%, 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:
Treasury

Staff Contact:
Curtis Duncan/Roland Gonzalez

Background:

Staff recently requested the Port Authority's retirement plans investment consultant, AndCo Consulting, LLC produce an asset/liability study for the Pension Plan and OPEB Plan. The purpose of the study was to review the current target asset allocation of the Pension plan and OPEB plan and the target asset allocation impact on the projected funded levels and cash contribution requirements, evaluate alternative investment strategies and target asset allocations, and estimate future total costs of the Plans. Staff reviewed the completed study in the first quarter of 2022 (with support provided by the Port Authority's Actuary, Milliman), and at the recent Pension and Benefits Committee meeting, Port Authority staff reviewed the investment return assumptions provided by the study with the committee.

Separately, the fiscal 2021 annual actuarial valuation report prepared by Milliman indicates, "...a likely range of investment return over a 20 year horizon would be between 3.92% and 6.71% per annum with a 50% likelihood of earning 5.31% (Milliman's best estimate) and a 25% likelihood of earning 6.71%."

Staff Evaluation/Justification:

Staff believes, based on the results of the Study, the recommended asset allocation, and future expected returns for the Pension Plan and OPEB Plan, that a reduction from 6.25% to 6.00% in the investment return assumption rate is in the best interest of the beneficiaries of the Pension Plan and OPEB Plan; the study includes in its conclusions, "...we would also support decreasing the return assumption if the Port Commission elects to do so."

As a result of this rate reduction, Milliman estimates the August 1, 2022, Actuarial Accrued Liability of the Pension Plan would increase by approximately \$6 million, and the annual Actuarial Determined Contribution (ADC) would increase by approximately \$950,000 (increased liability amortized over 10 years) from approximately \$7.5 million to \$8.5 million. Additionally, Milliman estimates the August 1, 2022 funded status would be reduced from approximately 92.6% to 90.2%.

In addition, as a result of this rate reduction, Milliman estimated the December 31, 2022 total OPEB Liability would increase approximately \$1.7 million and the funded status would decline approximately 5%. On a pro-forma basis, the OPEB plan funded status as of July 31, 2021 was 168% (an over-funded position) and would be reduced to approximately 163%.

Staff and the Pension and Benefits Committee recommends the Port Commission approve reduction of the investment return assumption rate to 6.00% for these plans.

I. FINANCE

Subject **3. Authorize the termination of the fixed income investment management agreement with Smith, Graham & Co. Investment Advisors, L.P. for the Port of Houston Authority Restated Retirement Plan (Pension Plan).**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize the termination of the fixed income investment management agreement with Smith, Graham & Co. Investment Advisors, L.P. for the Port of Houston Authority Restated Retirement Plan (Pension Plan), 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:

Treasury

Staff Contact:

Roland Gonzalez

Background:

By Minute No. 1996-1023-16, the Port Commission authorized the Port Authority to enter into an investment management services agreement with Smith, Graham & Co. Investment Advisors, L.P. f/k/a Smith, Graham & Company (Smith, Graham) to manage Pension Plan assets in a core-plus fixed income portfolio.

The Port Authority's retirement plans investment consultant, AndCo Consulting, LLC (AndCo), reviews and monitors the Port Authority's investment manager performance continuously, including the performance of Smith, Graham and provides the Port Authority quarterly reports on each investment manager's performance. Staff provides these investment performance reports to the Pension and Benefits Committee for its quarterly review.

Beginning September 2020, Smith, Graham was placed on alert status by AndCo for various reasons, and has continued on alert status to date.

Staff Evaluation/Justification:

As part of the ongoing review of Pension Plan investments and long-term performance, staff and AndCo recently recommended to the Pension and Benefits Committee the termination of the fixed income investment management agreement with Smith, Graham. Based on historical performance and risk/reward analysis provided by AndCo's fixed income search, the recommended action is believed to be in the best interest of the beneficiaries of the Pension Plan. In such event, staff and AndCo would reallocate assets formally managed by Smith, Graham to the new investment manager, in accordance with the asset allocation and other parameters specified in the investment policies.

Staff, AndCo, and the Pension and Benefits Committee recommend the Port Commission approve and authorize the termination of the referenced investment agreement for the Pension Plan.

I. FINANCE

Subject **4. Authorize a fixed income investment management agreement with Dodge & Cox for the Port of Houston Authority Restated Retirement Plan (Pension Plan).**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize a fixed income investment management agreement with Dodge & Cox for the Port of Houston Authority Restated Retirement Plan (Pension Plan), 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:
Treasury

Staff Contact:
Roland Gonzalez

Background:

The Port Authority's retirement plans investment consultant, AndCo Consulting, LLC (AndCo), reviews, monitors, and provides the Port Authority reports on the Pension Plan and each investment manager's performance each quarter. Staff provides these investment performance reports to the Pension and Benefits Committee for its quarterly review.

Staff and AndCo recently requested the Pension and Benefits Committee recommend Port Commission authorization to terminate the fixed income investment management agreement with Smith Graham & Co. Investment Advisors, L.P. In connection with this request, AndCo performed a fixed income manager search and performance comparison of seven fixed income investment managers for the Port Authority's consideration for its Pension Plan, to identify, select, and propose a replacement fixed manager, if warranted.

Staff Evaluation/Justification:

Staff and AndCo recently recommended to the Pension and Benefits Committee to recommend the Port Commission appoint Dodge & Cox as a new fixed income investment manager for the Pension Plan, to replace the incumbent.

Based on historical performance and risk/reward analysis provided by AndCo's fixed income search, the recommended action is believed to be in the best interest of the beneficiaries of the Pension Plan. Staff and AndCo would reallocate assets formally managed by the incumbent to this new investment manager, in accordance with the asset allocation and other parameters specified in the investment policies.

Pension and Benefits Committee and staff recommend that the Port Commission authorize the agreement for a new investment manager for the Pension Plan as provided above.

I. FINANCE

Subject	5. Adopt an amended investment policy for the Port of Houston Authority Restated Retirement Plan (Pension Plan).
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, adopt an amended investment policy for the Port of Houston Authority Restated Retirement Plan (Pension Plan), 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:

Treasury

Staff Contact:

Roland Gonzalez

Background:

Staff requested the Port Authority's retirement plans investment consultant, AndCo Consulting, LLC (AndCo) produce an asset/liability study for the Pension Plan and Other Post-Employment Benefits (OPEB) Plan. Milliman, the Port Authority's Actuary, provided AndCo with required supporting data to produce the study. Staff reviewed the completed study in the first quarter of 2022.

The purpose of the study was to review the current target asset allocation of the Pension Plan and OPEB Plan and how each target asset allocation may impact the projected funded levels and cash contribution requirements, evaluate alternative investment strategies and target asset allocations, and estimate future total costs of each Plan.

By Minute No. 2021-0720-13, the Port Commission last adopted an amended investment policy for the Pension Plan, which states:

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy...for the Port of Houston Authority Restated Retirement Plan...the Port Commission of the Port of Houston Authority of Harris County, Texas ... will endeavor to review the Policy at least annually.

Staff Evaluation/Justification:

Based on the results of the study and future expected returns in the Pension Plan, a revision to its investment policy's asset allocation is recommended by staff and AndCo. The study includes in its conclusions, "it is our recommendation to increase allocation to Equity" and decrease the allocation to fixed income assets.

Staff and AndCo propose the following revisions to the investment policy and further assists in its achievement of the assumed investment rate of return:

- Revisions to the Asset Allocations resulting from the Study:
 - Increase to Large Cap Domestic Equity
 - Minimum from 15% to 20%
 - Target from 20% to 25%
 - Maximum from 25% to 30%
 - Decrease to Fixed Income
 - Minimum from 30% to 25%
 - Target from 35% to 30%
 - Maximum from 40% to 35%
- Revisions to the Overall Investment Objective (benchmark)
 - Increase in S&P Index from 22.5% to 27.5%
 - Decrease Bloomberg Barclays Capital US Aggregate Bond Index from 42.5% to 37.5%

The proposed investment policy changes comply with applicable statutes, including Chapter 802, Texas Government Code.

The Pension and Benefits Committee and staff recommend that the Port Commission adopt an amended investment policy for the Pension Plan, as proposed.

I. FINANCE

Subject **6. Adopt an amended investment policy for the Port of Houston Authority Other Post-Employment Benefit (OPEB) Plan, an irrevocable trust established for other post-employment benefits.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, adopt an amended investment policy for the Port of Houston Authority Other Post-Employment Benefit (OPEB) Plan, an irrevocable trust established for other post-employment benefits, 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:

Treasury

Staff Contact:

Roland Gonzalez

Background:

Staff requested the Port Authority's retirement plans investment consultant, AndCo Consulting, LLC (AndCo) produce an asset/liability study for the pension and OPEB plans. Milliman, the Port Authority's Actuary, provided AndCo with required supporting data to produce the study. Staff reviewed the completed study in the first quarter of 2022.

The purpose of the study was to review the current target asset allocation of the Pension and OPEB Plans and how each target asset allocation may impact the projected funded levels and cash contribution requirements; evaluate alternative investment strategies, target asset allocations, and estimate future total costs of each Plan.

By Minute No. 2021-0720-12, the Port Commission last adopted an amended investment policy for the OPEB plan, which states:

To assure continued relevance of the guidelines, objectives, financial status and capital markets expectations as established in this statement of investment policy...for the OPEB Trust...the Port Commission of the Port of Houston Authority of Harris County, Texas...will endeavor to review the Policy at least annually.

Staff Evaluation/Justification:

Based on the results of the study and future expected returns in the OPEB Plan, a revision to its investment policy's asset allocation is recommended by staff and AndCo. The study includes in its conclusions, "it is our recommendation to increase allocation to Equity."

Staff and AndCo propose the following revisions to the investment policy and further assists in its achievement of the assumed investment rate of return:

- Revisions to the Asset Allocations resulting from the Study:
 - Increase to Large Cap Domestic Equity
 - Minimum from 0.0% to 20%
 - Target from 20% to 25%
 - Maximum from 25% to 30%
 - Increase Mid Cap Domestic Equity
 - Minimum from 0.0% to 2.5%
 - Increase Small Cap Domestic Equity
 - Minimum from 0.0% to 5.0%
 - Increase International Equity
 - Minimum from 0.0% to 2.5%
 - Decrease to Fixed Income
 - Minimum from 30% to 25%
 - Target from 35% to 30%
 - Maximum from 40% to 35%

- Revisions to the Overall Investment Objective (benchmark)
 - Increase in S&P Index from 22.5% to 27.5%
 - Decrease Bloomberg Barclays Capital US Aggregate Bond Index from 42.5% to 37.5%

The proposed investment policy changes comply with applicable statutes, including Chapter 802, Texas Government Code.

The Pension and Benefits Committee and staff recommend that the Port Commission adopt an amended investment policy for the OPEB Plan, as proposed.

I. FINANCE

Subject	7. Review and adopt the Statement of Objectives and Policy for the Port of Houston Authority 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, review and adopt the Statement of Objectives and Policy for the Port of Houston Authority 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan, 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:
Treasury

Staff Contact:
Roland Gonzalez

Background:

By Minute No. 2021-0427-17, the Port Commission reviewed and adopted the Statement of Objectives and Policy for the 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan.

The date on the document would simply be updated to reflect this Port Commission meeting date for its review. No other revisions are proposed in this annual review of the Statement of Objectives and Policy.

Staff Evaluation/Justification:

The proposed policy complies with applicable statutes, including all applicable state and federal laws and regulations governing Internal Revenue Code (IRC) §457(b) and IRC §401(a) Plans, including Chapter 802 of the Texas Government Code, to the extent applicable.

The Pension and Benefits Committee and staff recommend that the Port Commission adopt the current year Statement of Objectives and Policy for the Port of Houston Authority 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan, as proposed.

J. INFRASTRUCTURE

Subject 1. Approve staff's ranking of vendors and award a two-year environmental consulting agreement in an amount not to exceed \$250,000 for storm water quality program management to the top-ranked proposer: staff ranking - first, SNM2R, LLC; second, Edge Engineering and Science, LLC; and third, TRC Environmental Corporation.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022, meeting:
(a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order - first, SNM2R, LLC; second, Edge Engineering and Science, LLC; and third, TRC Environmental Corporation;
(b) award a two-year environmental consulting agreement to SNM2R, LLC for storm water quality program management in an amount not to exceed \$250,000;
(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 4a. - Implement an innovative environmental leadership strategy
STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)

Category:

Awards, Amendments & Change Orders

Department:

Environmental Affairs

Staff Contact:

Trae Camble

Background:

The Port Authority is seeking to obtain an environmental consultant to assist the Port Authority's Environmental Affairs Department (EAD) staff with storm water quality program management, including compliance with the Port Authority's Municipal Separate Storm Sewer System Permit, Storm Water Management Program, Multi-Sector General Permits, and Construction General Permits; conducting storm water sampling throughout the Port Authority; identifying, implementing, and monitoring best management practices; and assisting with other activities related to storm water quality issues, as directed by EAD staff.

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. Thirteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 17, 2022, four RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- SNM2R, LLC
- Edge Engineering and Science, LLC
- TRC Environmental Corporation

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to SNM2R, LLC for storm water quality program management, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$582,870 for the 2022 electrical and communications Facility Inspection and Condition Assessment Program (FICAP) at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, Hatch Associates Consultants, Inc.; and second, Jacobs Engineering Group, Inc.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendor, based on the selection criteria, in the following order- first, Hatch Associates Consultants, Inc., and second, Jacobs Engineering Group, Inc.; (b) award a professional services contract to Hatch Associates Consultants, Inc. for the 2022 electrical and communications facility inspection and condition assessment program (FICAP) at Bayport Container Terminal in an amount not to exceed \$582,870; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The ongoing Facility Inspection and Condition Assessment Program (FICAP) includes performing visual inspections of electrical and communication assets and developing condition ratings of Port Authority assets. Staff is now recommending awarding \$582,870 for year 2022, to start the FICAP condition assessment at Barbours Cut Terminal. Staff intends to come back at a later date to complete the program by requesting either an amendment to this contract and/or new contract(s) with different or additional firms to complete the program elsewhere.

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

Staff Evaluation/Justification:

On November 17, 2021, two RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required analysis and design services:

- Hatch Associates Consultants, Inc.
- Jacobs Engineering Group, Inc.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Hatch Associates Consultants, Inc. for the 2022 electrical and communications FICAP at Barbours Cut Terminal, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	3. Approve staff's selection of four vendors and award two-year professional services contracts, each in the amount of \$50,000, to perform construction material testing (CMT) services for smaller Port Authority projects to the following proposers: Geotech Engineering and Testing, The Murillo Company, Raba Kistner, Inc., and Tolunay-Wong Engineers, Inc.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's selection of four vendors and award two-year professional services contracts, each in the amount of \$50,000, to perform construction material testing (CMT) services for smaller Port Authority projects to the following proposers: Geotech Engineering and Testing, The Murillo Company, Raba Kistner, Inc., and Tolunay-Wong Engineers, Inc.; (b) authorize staff to enter into two-year professional contracts, each in an amount not to exceed \$50,000, to perform construction material testing services for all Port Authority facilities and locations; and (c) 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 procurement would provide for construction material testing services (CMT) for smaller projects at all terminals which do not require a separate CMT budget. Per Section 60.463(c) of the Texas Water Code, in certain circumstances the Port Authority is required to hire a third-party inspection firm to independently test the acceptability of construction materials installed by the contractor. This procurement would provide such third-party inspection services for those projects.

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

Staff Evaluation/Justification:

On August 10, 2022, four RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ.

Following staff Executive Committee review, staff recommends that the Port Commission award four two-year professional services contracts, each in the amount of \$50,000 and act as otherwise described above.

J. INFRASTRUCTURE

Subject	4. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$374,200 for the repair of Wharves 24, 25, and 26 at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Epoxy Design Systems, Inc.; second, Forde Construction Company, Inc.; and third, Bryant Industrial Services, LLC.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Epoxy Design Systems, Inc.; second, Forde Construction Company, Inc.; and third, Bryant Industrial Services, LLC; (b) award a contract to Epoxy Design Systems, Inc. for the repair of Wharves 24, 25, and 26 at Turning Basin Terminal, in an amount not to exceed \$374,200; (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 miscellaneous repairs to three wharves within the Turning Basin Terminal. Repairs include topside/underside repair to reinforced concrete, mooring cleat repair/replacement, and expansion joint repair.

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. Nineteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On May 11, 2022, three CSPs were received, opened, and publicly read. The remaining 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:

- Epoxy Design Systems, Inc.
- Forde Construction Company, Inc.
- Bryant Industrial Services, LLC

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

J. INFRASTRUCTURE

Subject **5. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$66,899,413 to construct Container Yard 1 North and 1 Middle at Bayport Container Terminal to the top-ranked proposer: staff ranking - first, Satterfield & Pontikes Construction, Inc.; second, Archer Western Construction, LLC; and third, McCarthy Building Companies, Inc.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting:
(a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Satterfield & Pontikes Construction, Inc.; second, Archer Western Construction, LLC; and third, McCarthy Building Companies, Inc.;
(b) award a contract to Satterfield & Pontikes Construction, Inc. to construct Container Yard 1 North and 1 Middle at Bayport Container Terminal, in an amount not to exceed \$66,899,413;
(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 construction of approximately forty acres of container yard at Container Yard 1 North and 1 Middle, located on the east end of 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. Twenty-eight vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 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:

- Satterfield & Pontikes Construction, Inc.
- Archer Western Construction, LLC
- McCarthy Building Companies, Inc.

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

J. INFRASTRUCTURE

Subject	6. Award a construction contract to David E. Harvey Builders, Inc. to construct the maintenance complex at Barbours Cut Terminal in an amount not to exceed \$41,114,027.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a construction contract to David E. Harvey Builders, Inc. to construct the maintenance complex at Barbours Cut Terminal in an amount not to exceed \$41,114,027, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project consists of the construction of the new maintenance complex on the east end of Barbours Cut Terminal, including site work, maintenance building and repair bays, wash building, fuel island, security gate, guardhouse, and inspection canopy.

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-eight vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 2022, one CSP was received, opened, and publicly read.

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

J. INFRASTRUCTURE

Subject	7. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$475,000 to perform construction material testing services for the construction of Container Yard 1 North and 1 Middle at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Terracon Consultants, Inc.; second, Aviles Engineering Corporation; and third, Braun Intertec Corporation.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Terracon Consultants, Inc.; second, Aviles Engineering Corporation; and third, Braun Intertec Corporation; (b) award a professional services contract to Terracon Consultants, Inc. to perform construction material testing services for the construction of Container Yard 1 North and 1 Middle at Bayport Container Terminal, in an amount not to exceed \$475,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #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 procurement includes construction material testing services during the proposed construction of Container Yard 1 North and 1 Middle at Bayport Container Terminal. Per Section 60.463(c) of the Texas Water Code, in certain circumstances the Port Authority is required to hire a third-party inspection firm to independently test the acceptability of construction materials installed by the contractor. This procurement would provide such third-party inspection services.

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

Staff Evaluation/Justification:

On August 10, 2022, seven RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Terracon Consultants, Inc.
- Aviles Engineering Corporation
- Braun Intertec Corporation

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

J. INFRASTRUCTURE

Subject	8. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$200,000 to perform construction material testing services for the construction of the maintenance complex at Barbours Cut Terminal to the top-ranked proposers: staff ranking - first, Braun Intertec Corporation; second, Aviles Engineering Corporation; and third, HVJ Associates, Inc.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Braun Intertec Corporation; second, Aviles Engineering Corporation; and third, HVJ Associates, Inc.; (b) award a professional services contract to Braun Intertec Corporation to perform construction material testing services for construction of the maintenance complex at Barbours Cut Terminal, in an amount not to exceed \$200,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #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 procurement includes construction material testing services during the proposed construction of the maintenance complex at Barbours Cut Terminal. Per Section 60.463(c) of the Texas Water Code, in certain circumstances the Port Authority is required to hire a third-party inspection firm to independently test the acceptability of construction materials installed by the contractor. This procurement would provide such third-party inspection services.

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

Staff Evaluation/Justification:

On August 10, 2022, eight RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Braun Intertec Corporation
- Aviles Engineering Corporation
- HVJ Associates, Inc.

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

J. INFRASTRUCTURE

Subject	9. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$2,000,000 for annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal for 2023 to the top-ranked proposers: staff ranking - first, Jerdon Enterprise L.P.; second, Forde Construction Company, Inc.; and third, Total Contracting Limited.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Jerdon Enterprise L.P.; second, Forde Construction Company, Inc.; and third, Total Contracting Limited; (b) award a contract to Jerdon Enterprise L.P. for annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal for 2023, in an amount not to exceed \$2,000,000; (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 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 removal and replacement of damaged and or deteriorating pavement throughout Barbours Cut Terminal and 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. Nine vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 2022, three CSPs were received, opened, and publicly read. The responses were 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:

- Jerdon Enterprise L.P.
- Forde Construction Company, Inc.
- Total Contracting Limited

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Jerdon Enterprise L.P. and act as otherwise described above.

J. INFRASTRUCTURE

Subject	10. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$3,220,740 for annual wharf and rubber-tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal in 2022 through 2023 to the top-ranked proposer: staff ranking - first, Blastco Texas, Inc.; and second, TAM Services, LLC.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order – first, Blastco Texas, Inc.; and second, TAM Services, LLC; (b) award a contract to Blastco Texas, Inc. for annual wharf and rubber-tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal in 2022 through 2023, in an amount not to exceed \$3,220,740; (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 crane painting at Barbours Cut Terminal and 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. Fourteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 10, 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:

- Blastco Texas, Inc.
- TAM Services, LLC

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

J. INFRASTRUCTURE

Subject	11. Approve staff's ranking of vendors and award a services agreement in an amount not to exceed \$450,000 for technical support services in support of grant management to the top-ranked proposer: staff ranking - first, AECOM Technical Services, Inc.; second, Atkins North America, Inc.; and third, The Ecologix Group.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022, meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order - first, AECOM Technical Services, Inc.; second, Atkins North America, Inc.; and third, The Ecologix Group; (b) award a services agreement to AECOM Technical Services, Inc. to perform technical support services in support of grant management in an amount not to exceed \$450,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Technical and Business Analytics

Staff Contact:

Brenda Trevino, P.E.

Background:

The Port Authority has developed a robust grants program with lean in-house resources. This project would add external expertise to in-house staff to expand the capabilities of the program to apply for additional opportunities and to manage grants previously awarded to the Port Authority.

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. Eighteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 2022, six RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- AECOM Technical Services, Inc.
- Atkins North America, Inc.
- The Ecologix Group

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

J. INFRASTRUCTURE

Subject	12. Approve staff's ranking of vendors and award a one-year professional services contract in an amount not to exceed \$349,556 to provide professional services for a terminal options study to the top-ranked proposer: staff ranking – first, AECOM Technical Services, Inc.; second, BEA Architects; third, Hamburg Port Consulting; and fourth, Moffatt & Nichol.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the most qualified respondents, based on the selection criteria, in the following order – first, AECOM Technical Services, Inc.; second, BEA Architects; third, Hamburg Port Consulting; and fourth, Moffatt & Nichol; (b) award a professional services contract to AECOM Technical Services, Inc. to provide professional services for a terminal options study in an amount not to exceed \$349,556; (c) grant authority, if a contract cannot be negotiated with the first-ranked respondent, to formally, and in writing, end negotiations with that respondent and proceed to the second-ranked respondent until an agreement 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 4d. - Support sustainable growth of Port Houston and the greater Port Strategic Objective 2b. - Drive development of landside infrastructure and inland distribution networks STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region) STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Facility Planning

Staff Contact:

Rohit Saxena

Background:

As a major international gateway, the Port Authority's container terminal operations support the growth of the regional and state economies, with key imports in hardware and construction materials, machinery, appliances, electronics, and retail consumer goods, and key exports of plastic resins, petrochemicals, and various agriculture and automotive products.

Barbours Cut Terminal and Bayport Container Terminal have experienced record growth in recent years, and demand forecasts indicate the need for expanded terminal capacity which is being added as part of the current buildout plans. Beyond current capacity potential, long term trends of population growth and economic activity are expected to drive imports and exports into the future, and this necessitates that the Port Authority explore opportunities and commence planning for the development of its next container terminal complex.

The scope of this study includes both selecting and evaluating potential sites and concepts capable of providing increased capacity and with direct waterfront access for current and next generation container ships. These may include new greenfield sites, brownfield conversion, multiple site options that can fulfill incremental growth needs, and/or other creative cost effective and executable alternatives. Once identified, the scope would include evaluating the alternatives at a high level, based on a range of strategic criteria including cost, execution efficiency, capacity provided, risk, timing, complexity, ocean navigation waterway and land side access, total network logistics, equity, proximity, local and regional dynamics, jurisdictional considerations, environmental and social considerations, and other criteria that would be developed in consultation with Port Authority staff.

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

Staff Evaluation/Justification:

On August 24, 2022, four responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- AECOM Technical Services, Inc.
- BEA Architects
- Hamburg Port Consulting
- Moffatt & Nichol

Following staff Executive Committee review, staff recommends that the Port Commission award a professional services contract to AECOM Technical Services, Inc. in an amount not to exceed \$349,556 to commence the work, with an option of amending the contract at a later date, as needed, to complete the required work, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	13. Award a construction contract to Four Seasons Development Company, Inc. for annual perimeter security fence replacement for 2022, in an amount not to exceed \$200,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a construction contract to Four Seasons Development Company, Inc. for annual perimeter security fence replacement for 2022, 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:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The Port Authority is seeking to award a construction contract for annual perimeter security fence replacement for 2022. This year's projects would be for the removal and replacement of deteriorated or damaged perimeter security fencing at the Turning Basin and Woodhouse Terminals. The existing 6-foot perimeter fencing would be replaced with 8-foot fencing and three strands of barbed wire along the security perimeter of the terminals, to comply with U.S. Homeland Security requirements.

The contract will include the following:

- Removal of 6-foot fencing and barbed wire;
- Removal of existing footings;
- Replacement of 4,200 linear feet of perimeter fencing;
- Placement of 8-foot fencing with three strands of barbed wire;
- Installation of new concrete footings; and
- Installation of 20-foot rolling gate gate.

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. Three vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 2022, two CSBs were received, opened, and publicly read. However, one was deemed non-responsive. The remaining response was reviewed and evaluated by staff in accordance with the published selection criteria.

Staff recommends that the Port Commission award a contract to Four Seasons Development Company, Inc., the responsible bidder submitting the lowest and best bid, for annual perimeter security fence replacement for 2022.

J. INFRASTRUCTURE

Subject **14. Award a construction contract to Bryant Industrial Services, LLC for the annual fender system maintenance at Barbours Cut Terminal and Bayport Container Terminal for 2022 and 2023, in an amount not to exceed \$1,200,000.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award a construction contract to Bryant Industrial Services, LLC for the annual fender system maintenance at Barbours Cut Terminal and Bayport Container Terminal for 2022 and 2023, in an amount not to exceed \$1,200,000, 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:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project consists of the annual inspection, maintenance, and repair of the fender system at Barbours Cut Terminal and Bayport Container Terminal.

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. Seven vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 17, 2022, three CSBs were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Staff recommends that the Port Commission award a contract to Bryant Industrial Services, LLC, the responsible bidder submitting the lowest and best bid, for the annual fender system maintenance at Barbours Cut and Bayport Container Terminals for 2022 and 2023.

J. INFRASTRUCTURE

Subject	15. Award a construction contract to Indi Construction Partners, LLC for the maintenance building addition and canopy enclosure at Bayport Container Terminal, in an amount not to exceed \$3,695,984.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a construction contract to Indi Construction Partners, LLC for the maintenance building addition and canopy enclosure at Bayport Container Terminal, in an amount not to exceed \$3,695,984, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project consists of:

- Demolition of the existing east end wall of the Bayport Maintenance Shop;
- Enclosure of the existing open-air canopy; and
- Construction of two new enclosed bays and one new open-air canopy, for a total of 7,500 sq.ft. of additional space.

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. Seventeen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On May 11, 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 Indi Construction Partners, LLC and act as otherwise described above.

J. INFRASTRUCTURE

Subject	16. Award a professional services contract to English + Associates Architects, Inc. for design of the new Port Coordination Center facility at the Turning Basin Terminal, in an amount not to exceed \$430,360.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a professional services contract to English + Associates Architects, Inc. for design of the new Port Coordination Center facility at the Turning Basin Terminal, in an amount not to exceed \$430,360, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #2 - INFRASTRUCTURE (Optimize Infrastructure and Channel Capacity to Serve the Region)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The overall scope of this project is design of a new Port Coordination Center (PCC) building at the Turning Basin Terminal.

The scope would also consist of the following:

- Providing construction documents, including assistance in preparing competitive sealed proposals (CSP), competitive sealed bids (CSB), or any other solicitation packages for any related construction projects;
- Providing a complete construction document package needed to construct a new PCC building;
- Preparing interim and final construction cost estimates; and
- Proposal and construction phase services in support of pre-proposal, pre- construction, and other meetings; review of submittals and shop drawings; responses to requests for information (RFI); assistance with change orders; and documentation of as-built archives.

Staff Evaluation/Justification:

Staff has reviewed English + Associates Architects, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed contract.

J. INFRASTRUCTURE

Subject **17. Award a professional services contract to Binkley & Barfield, Inc. for design for the removal and replacement of security speed gates at Ramp Roads 2, 4, and 5 at Turning Basin Terminal, in an amount not to exceed \$105,250.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award a professional services contract to Binkley & Barfield, Inc. for design for the removal and replacement of security speed gates at Ramp Roads 2, 4, and 5 at Turning Basin Terminal, in an amount not to exceed \$105,250, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [STRATEGIC GOAL #2 - INFRASTRUCTURE \(Optimize Infrastructure and Channel Capacity to Serve the Region\)](#)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

The scope of this project is to:

- Performing a detailed site survey of proposed fiber conduit and electrical service for the proposed replacement gates;
- Researching and evaluating existing underground utilities within the project limits;
- Providing all engineering design services required to develop a completion package for construction; and
- Preparing plans and specifications for proposed removal and replacement of the existing speed gates and all applicable utilities.

Staff Evaluation/Justification:

Staff has reviewed Binkley & Barfield, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed contract.

J. INFRASTRUCTURE

Subject **18. Amend the professional services contract with RPS Infrastructure, Inc. to perform final design and engineering services associated with the water line rehabilitation at South Turning Basin Terminal, in an amount not to exceed \$280,770.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve an amendment to the professional services contract with RPS Infrastructure, Inc. to perform final design and engineering services for the water line rehabilitation at South Turning Basin Terminal, in an amount not to exceed \$280,770, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [STRATEGIC GOAL #2 - INFRASTRUCTURE \(Optimize Infrastructure and Channel Capacity to Serve the Region\)](#)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2021-1207-20, the Port Commission awarded a professional services contract to RPS Infrastructure, Inc. for the planning and design of water line rehabilitation at South Turning Basin Terminal.

This proposed amendment would consist of the following:

- Providing all final design engineering services required for the water line rehabilitation at South Turning Basin Terminal, which includes Wharves 1-4 and 41-48; and
- Producing all necessary contract documents for construction, including assistance in preparing solicitation packages.

Staff Evaluation/Justification:

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

J. INFRASTRUCTURE

Subject	19. Amend the professional services contract with AECOM Technical Services, Inc., for master planning and engineering design of Port Authority facilities at Barbours Cut Terminal and Bayport Container Terminal, to include the design of Barbours Cut Terminal pop-up yard Phase I and II and the land development design for Old Highway 146 tracts, in an amount not to exceed \$1,400,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve an amendment to the professional services contract with AECOM Technical Services, Inc., for master planning and engineering design of Port Authority facilities at Barbours Cut Terminal and Bayport Container Terminal, to include the design of Barbours Cut Terminal pop-up yard Phase I and II and the land development design for Old Highway 146 tracts, in an amount not to exceed \$1,400,000, 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:

Facility Planning

Staff Contact:

Rohit Saxena

Background:

By Minute No. 2022-0321-18, the Port Commission awarded a professional services contract to AECOM Technical Services, Inc. for a three-year term, for master planning and engineering design of Port Authority facilities at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$2,500,000.

This proposed amendment would provide additional funds to this contract to replace the amount that has been used to expedite the following priority tasks to support current business needs:

- Developing engineering design of pop-up yard Phase I (14.5 acres) on the West End of Barbours Cut Terminal, to add container yard space;
- Developing engineering design of pop-up Yard Phase II (12 acres) on the West End of Barbours Cut Terminal, to add container yard space;
- Performing a Barbours Cut West End pop-up Yard Phase II survey;
- Performing a Barbours Cut West End pop-up yard Phase II-geotech, subsurface utility engineering, and pavement design; and
- Developing land development design for three tracts totaling 16.5 acres, to accommodate dirt from the construction of the Wharf 7 project, and pre-develop these tracts for future commercial use.

Staff Evaluation/Justification:

Staff has reviewed AECOM Technical Services, Inc.'s proposals for the above-mentioned tasks and found them to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

J. INFRASTRUCTURE

Subject **20. Amend the contract with Curtin Maritime Corp. for dredging of the Houston Ship Channel between Station 78+844 and 16+000 & Bayport Ship Channel to add Barbours Cut Container Terminal maintenance dredging in an amount not to exceed \$6,500,000 and terminate the Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging at Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize the Port Authority to amend the contract with Curtin Maritime Corp. for dredging of the Houston Ship Channel between Station 78+844 and 16+000 & Bayport Ship Channel to add Barbours Cut Container Terminal (Docks 1-3 and associated transitions to adjacent Dock 4 and Lash Dock) maintenance dredging in an amount not to exceed \$6,500,000, terminate the Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging at Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal, as amended, 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:

The Port Commission approved a Memorandum of Agreement with the U. S. Army Corps of Engineers (USACE) for maintenance dredging at Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal at its meeting of May, 2021, as amended May, 2022, in the total authorized amount of \$9,885,000. That Memorandum of Agreement permits the Port Authority to "piggyback" on USACE maintenance dredging activities, to permit efficient and cost-effective maintenance of Port Authority facilities under a USACE contract.

Those USACE maintenance dredging activities are currently being carried out pursuant to a USACE contract with Encore Dredging Partners (Encore) to dredge the Houston Ship Channel (between Bayport and Morgan's Point), Bayport Channel, and Barbours Cut. Encore has completed Bayport dock maintenance dredging and other activities to date. Others remain to be completed, including work at Barbours Cut, e.g. maintenance dredging of the docks at that facility.

Because the Port Authority continues to experience draft restrictions at Barbours Cut, staff has explored alternatives to maintenance dredging under the current Memorandum of Agreement.

Staff Evaluation/Justification:

Staff has concluded that at this time it would be more efficient and cost effective for Curtin Maritime Corp. to conduct the maintenance dredging at Barbours Cut, and so requests that the Port Commission approve an amendment to its contract with the Port Authority as described above, and terminate the Memorandum of Agreement.

J. INFRASTRUCTURE

Subject **21. Approve a change order with Main Lane Industries, Ltd. to perform additional work associated with the Freight Station Road dedicated right-turn lanes and U-turn connector at Bayport Container Terminal, in an amount not to exceed \$275,504.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve a change order with Main Lane Industries, Ltd. to perform additional work associated with the Freight Station Road dedicated right-turn lanes and U-turn connector at Bayport Container Terminal, in an amount not to exceed \$275,504, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [STRATEGIC GOAL #2 - INFRASTRUCTURE \(Optimize Infrastructure and Channel Capacity to Serve the Region\)](#)

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2021-0928-20, the Port Commission awarded a construction contract to Main Lane Industries, Ltd. to perform additional work associated with the Freight Station Road dedicated right-turn lanes and U-turn connector at Bayport Container Terminal.

This proposed change order addresses several add/deduct items:

- Additional embankment required;
- Increase reinforced curb quantity;
- Demobilization/remobilization costs; and
- Additional traffic barricade rental costs.

This is the second change order to this contract, for a total change order value to date of \$298,871, which is a 11.56% increase in the original contract value of \$2,585,295.

Staff Evaluation/Justification:

Staff has reviewed the proposal submitted by Main Lane Industries, Ltd. and found it to be fair and reasonable, and therefore recommends that the Port Commission authorize this change order.

J. INFRASTRUCTURE

Subject	22. Enter into an Agreement with Bay-Houston Towing, Suderman & Young Towing, and G&H Towing for the administration of federal grant funding.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, authorize the Port Authority to enter into an Agreement with Bay-Houston Towing, Suderman & Young Towing, and G&H Towing for the administration of federal grant funding, 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 4a. - Implement an innovative environmental leadership strategy STRATEGIC GOAL #4 - STEWARDSHIP (Create Greater Value for the Region)

Category:

General

Department:

Environmental Affairs

Staff Contact:

Trae Camble

Background:

The Port Authority has received a \$2.5 million grant from the federal government through its Diesel Emission Reduction Act (DERA) funding to reduce emissions through upgrading or replacing older diesel equipment with newer cleaner engines.

In connection with this grant, the Port Authority intends to partner with G&H Towing to repower two tugboats with Tier 4 engines. The tugs to be replaced are owned by Suderman & Young Towing and Bay-Houston Towing. Grant funding would reimburse these Tier 4 engine costs once the tugs are built.

Staff Evaluation/Justification:

The Port Authority has received DERA funding in the past which seeks to reduce emissions within the region by replacing older equipment with newer cleaner engines, and once again would be the actual grant recipient. This agreement would help support local companies to reduce their emissions footprints.

Staff recommends that the Port Commission authorize the Port Authority to enter into the proposed agreement to administer federal grant funding as described above.

J. INFRASTRUCTURE

Subject	23. Provide the Port Authority's contributed funds for Package 4B and cost share portion for Package 5 for construction oversight to the U.S. Army Corps of Engineers, to support Construction of Package 4B/5 of the Houston Ship Channel Expansion Channel Improvement Project, in an amount not to exceed of \$2,574,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action, Information
Recommended Action	The Port Commission, at its September 27, 2022 meeting, authorize the Port Authority to provide its contributed funds for Package 4B and cost share portion for Package 5 for construction oversight to the U.S. Army Corps of Engineers, to support construction oversight services in support of the Houston Ship Channel Expansion Channel Improvement Project, in an amount not to exceed \$2,574,000, 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:
General

Department:
Channel Improvement

Staff Contact:
Lori Brownell

Background:
Federal law and policy require that construction services provided by the local sponsor, be reviewed and approved by the U.S. Army Corps of Engineers (USACE).

The Port Commission, at its June 17, 2022 meeting, approved and awarded two construction contracts for an amount not to exceed \$429,403,016 for dredging of the Houston Ship Channel between Station 78+844 to 16+000 & Bayport Ship Channel (Segments 1B, 2, and portion of 1C) for hydraulic dredging to Weeks Marine, Inc. in an amount not to exceed \$329,624,450, and mechanical dredging to Curtin Maritime, Corp. in the amount not to exceed \$99,778,566.

On August 29, 2022, and as part of the draft Project Management Plan - Construction, the USACE requested \$2,500,000 for the Houston Resident Office, \$14,000 for the Northern Area Office, and \$60,000 for hydrographic surveying confirmation efforts.

Staff Evaluation/Justification:
The purpose of this request is to provide the Port Authority's contributed funds to the USACE for Package 4B and cost share portion for Package 5 to enable its required construction oversight.

Staff recommends that the Port Commission authorize the Port Authority to support the contributed funds for Package 4B and cost share portion for Package 5 for construction oversight with the USACE, as described above.

J. INFRASTRUCTURE

Subject	24. Approve the revised license fees for petroleum and chemical pipeline licenses according to the attached rate schedule, effective October 1, 2022 through December 31, 2029, and remit adjustments to affected customer accounts from October 1, 2019.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve the revised license fees for petroleum and chemical pipeline licenses according to the attached rate schedule, to be effective October 1, 2022 through December 31, 2029, and remit corresponding adjustments to affected customer accounts from October 1, 2019, 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:

In 2019, the Port Authority's Channel Development Operations Department researched pipeline licensing fees assessed by other public entities, and following that work, prepared a new rate schedule based on those marketplace fees. The proposed rates were disseminated to Port Authority stakeholders in August 2019 for awareness and potential comment; no comments on the proposed fees were received.

Accordingly, in September 2019, the Port Commission approved the schedule proposed by staff, to take effect October 1, 2019 and adjusted annually according to the Producers Price Index, beginning in January, 2021.

The Texas Energy Coalition, a pipeline-member organization, has been in discussion with the Port Authority since August 2020 regarding the impact of those fees on licensing of the petroleum and chemical pipelines of its member companies; those discussions have now concluded.

The attached schedule reflects proposed changes to petroleum and chemical pipeline rates resulting from those discussions; other rates are generally unchanged from the January 2022 schedule.

Staff Evaluation/Justification:

The updated schedule provides the following:

- Effective October 1, the rates for petroleum and chemical pipelines for the period beginning October 2019 would be lowered by 10%. The Port Authority will make corresponding adjustments to those customer accounts retroactive from that earlier date.
- Beginning January 1, 2030, and on January 1 of each following year of the term of the license, the rates for new petroleum and chemical pipeline licenses would be adjusted.
- Those adjustments would be equal to the change in the Consumer Price Index, based upon the July index of the prior calendar year, but not less than 2.5% or more than 6%.
- Upon the licensee's request, petroleum and chemical pipeline licenses could be issued for up to thirty-year terms, with payments due at 10-year intervals (in years 1, 11, and 21) and rate adjustments as provided above in year 11 and year 21.

Staff recommends that the Port Commission approve the revised license fees for petroleum and chemical pipeline licenses according to the attached rate schedule and otherwise act as provided above.

FEE SCHEDULE FOR PORT OF HOUSTON AUTHORITY
LICENSES AND PERMITS
Effective October 1, 2022

I. Permits (e.g., bulkheads, moorings, docks, dredging, etc.):

Application fee (one time only) for installations on the Houston Ship Channel (HSC), tributaries to the HSC, and other Port Authority property.	\$ 675.00
A \$2,500 deposit for "As-Built" drawings will be required at time of application. Such deposit will be refunded when as-built drawings are furnished as required in the permit, or if said project is canceled. If "As-Built" drawings have not been furnished within one year of completion of project installation, the \$2,500 deposit is forfeited to the Port Authority.	

II. Licenses (for Pipelines, Cable, or Transmission lines along, across, under or within railroad right-of-way, submerged lands, and other properties):

- Please note: the Port Authority reserves the right to charge lease rates rather than license fees for pipelines or transmission lines on or crossing Port Authority terminals**

Application fee (term of license) in addition to fees listed below.	\$ 675.00
A \$2,500 deposit for "As-Built" drawings will be required at time of application. Such deposit will be refunded when as-built drawings are furnished as required in the license, or if the license is canceled. If "As-Built" drawings have not been furnished within one year of completion of project installation, the \$2,500 deposit is forfeited to the Port Authority.	

Petroleum/Chemical*

Under 8"	\$ 9.64 per linear foot (LF) \$ 4,772.00 minimum (min) per line and per crossing
Over 8" but not over 16" diameter	\$ 11.57 per LF \$ 5,727.00 min per line and per crossing
Over 16" but not over 32" diameter	\$ 21.21 per LF \$ 7,953.00 min per line and per crossing
Over 32" but not over 48" diameter	\$ 33.74 per LF \$ 14,316.00 min per line and per crossing
Over 48" but not over 64" diameter	\$ 46.28 per LF \$ 17,497.00 min per line and per crossing
Over 64" but not over 80" diameter	\$ 60.73 per LF \$ 20,678.00 min per line and per crossing
Over 80" but not over 96" diameter	\$ 74.23 per LF \$ 25,450.00 min per line and per crossing
96" and greater	\$ 86.76 per LF \$ 30,223.00 min per line and per crossing

*The following provisions are applicable to petroleum and chemical pipeline licenses only:

- Terms:** Upon the licensee's request, newly issued or renewal petroleum and chemical pipeline licenses may run for terms of up to thirty years, with payment being due at 10-year intervals (in years 1, 11, and 21) and rate adjustments in year 11 and year 21 based on the then-prevailing license rate as determined below.
- Rate Adjustments:**
 - The rates for petroleum and chemical pipelines set forth above reflect a 10% reduction from the rates that took effect October 1, 2019. The Port Authority shall make adjustments to customer accounts to reflect that such rate reduction is retroactive from that date.
 - The Port Authority shall maintain the license rates for petroleum and chemical pipeline licenses as prescribed in this October 1, 2022 Fee Schedule through December 31, 2029.
 - The rates for new or renewal petroleum and chemical pipeline licenses would be adjusted beginning January 1, 2030 and on January 1 of each following year of the term of the license, based upon the July CPI of the prior calendar year.
 - Rate adjustments under No. 2(c) above would be not less than 2.5% or more than 6%.

Non-Petroleum / Non-Chemical (e.g. water lines, conduits, etc.)	
Under 8"	\$ 3.63 per LF \$ 1,794.00 min per line and per crossing
Over 8" but not over 16" diameter	\$ 4.99 per LF \$ 2,044.00 min per line and per crossing
Over 16" but not over 32" diameter	\$ 9.50 per LF \$ 3,928.00 min per line and per crossing
Over 32" but not over 48" diameter	\$ 15.89 per LF \$ 6,477.00 min per line and per crossing
Over 48" but not over 64" diameter	\$ 21.55 per LF \$ 7,924.00 min per line and per crossing
Over 64" but not over 80" diameter	\$ 28.57 per LF \$ 10,144.00 min per line and per crossing
Over 80" but not over 96" diameter	\$ 34.90 per LF \$ 12,366.00 min per line and per crossing
96" and greater	\$ 35.49 per LF \$ 14,590.00 min per line and per crossing
Electrical Transmission / Distribution	
12KV	\$ 3.63 per LF \$ 1,794.00 min per line and per crossing
35KV	\$ 4.21 per LF \$ 1,975.00 min per line and per crossing
69KV	\$ 4.35 per LF \$ 2,155.00 min per line and per crossing
138KV	\$ 4.73 per LF \$ 2,334.00 min per line and per crossing
345KV	\$ 5.07 per LF \$ 2,514.00 min per line and per crossing
Wooden support poles	\$ 250.00 each
Steel towers	\$ 1,000.00 each
III. Dredged Material Placement Agreements	
Application Fee	\$ 675.00 each use
Material Placement Fee (payable to the Port Authority)	\$ 4.12 per cubic yard
IV. Temporary Access License (Right-of-entry letter)	
	\$ 500.00 per letter
V. Seismic Exploration (Right-of-entry letter)	
Fee for right-of-entry	\$ 500.00 per letter
Fee for exploration	3D \$25.00 per acre 2D \$2,475.00 per mile \$ 2,475.00 minimum
Vi. Transfers, assignments, name changes, or other amendments	
	\$ 675.00 each
VII. Surface Site Licenses (e.g. valve sites, road grade crossings, pipe bridges, access)	
<ul style="list-style-type: none"> Please note: the Port Authority reserves the right to charge lease rates rather than license fees for surface sites on or crossing Port Authority terminals 	
Application Fee	\$ 675.00
License Fee	\$ 4.86 per ft ² \$ 8,016.00 minimum
VIII. Penalty for delinquent renewals	
<ul style="list-style-type: none"> Please note: It is the responsibility of the Licensee to renew its License with the Port Authority before the License expires, even if no renewal notice is received. 	
For delinquencies of 30 days or less, the greater of 5% of the License Fee or \$25.00 For delinquencies of more than 30 days, the greater of 10% of the License Fee or \$50.00	

J. INFRASTRUCTURE

Subject **25. Approve the renewal of the following expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric LLC.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize the Port Authority to approve the renewal of the following expiring license for a new ten-year term: CenterPoint Energy Houston Electric LLC, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Operations

Staff Contact:

Garry McMahan

Background:

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

Company	File No.	License Fee
CenterPoint Energy Houston Electric LLC	2002-0309	\$176,296.26
Total		\$176,296.26

Staff Evaluation/Justification:

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

Staff recommends approval.

AFFIDAVIT OF SUBSTANTIAL INTEREST

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

Filed with the Port of Houston Authority In Compliance with Section 171.004 of the Texas Local Government Code

On this day appeared Wendy Montoya Cloonan, who after being duly sworn, stated as follows:

1. I am twenty-one (21) years of age or over and competent to make this Affidavit of Substantial Interest, based upon facts within my personal knowledge.
2. I am a member of the Port Commission (the "Port Commission") of the Port of Houston Authority (the "Port Authority").
3. I am filing this Affidavit with the official record keeper of the Port Authority, pursuant to §171.004 of the Texas Local Government Code, to comply with the provisions of Chapter 171 of the Texas Local Government Code.
4. I have, or may have, a substantial interest in the matters of Item J-25 as set forth in the agenda for the meeting of the Port Commission scheduled for September 27, 2022:

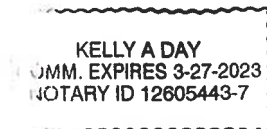
Approve the renewal of the following expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric LLC.

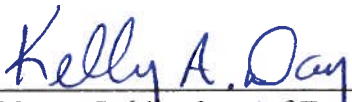
5. The nature and extent of the substantial interest described above is as follows: my service as a director of CenterPoint Energy Inc., a company affiliated with CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Intrastate Pipeline, Inc, and CenterPoint Energy Resources Corp. d/b/a CenterPoint Energy Texas Gas Operations. Funds received by me in connection with such employment may exceed 10 percent of my gross income for the previous year.
6. This substantial interest also derives from an interest in CenterPoint Energy Inc., on which the action requested in the above matter will have a special economic effect, distinguished from the effect on the public. This substantial interest derives from possible ownership of \$15,000 or more of the fair market value of such entity.

7. Action on the matter will have a special economic effect on the entities described in the forgoing paragraph that is distinguishable from the effect on the public.
8. By virtue of the foregoing described interest, I have not and will not participate in any consideration, vote, or decision by the Port Commission regarding such matter.


Wendy Montoya Cloonan

SWORN TO AND SUBSCRIBED before me this September 21, 2022.




Notary Public, State of Texas

J. INFRASTRUCTURE

Subject	26. Issue a transmission line license to Comcast of Houston, LLC for a fiber optic cable line crossing the Port Terminal Railroad Association tracks adjacent to Gate AA at Industrial Park East.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, authorize a transmission line license to Comcast of Houston, LLC for a fiber optic cable line crossing the Port Terminal Railroad Association tracks adjacent to Gate AA at Industrial Park East, 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:

Comcast of Houston, LLC, Port Authority File No. 2022-0271, has applied for a transmission line license for a fiber optic cable line crossing the Port Terminal Railroad Association tracks adjacent to Gate AA at Industrial Park East, in the Ezekiel Thomas Survey, A-73, and the John Brown Survey, A-8.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Operations department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions and at a fee of \$1,794. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.

J. INFRASTRUCTURE

Subject	27. Amend a pipeline license with KM Liquids Terminals LLC to add a 12kV electrical conduit on an existing pipe rack across Panther Creek.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, authorize the Port Authority to amend a pipeline license with KM Liquids Terminals LLC to add a 12kV electrical conduit on an existing pipe rack across Panther Creek, 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:

KM Liquids Terminals LLC, Port Authority File No 2014-0207, has applied to amend a pipeline license to add a 12kV electrical conduit on an existing pipe rack across Panther Creek, in the Ezekiel Thomas Survey, A-73.

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 and at a fee of \$382.66. The \$675 application fee and the \$2,500 as-built deposit have been paid.

Staff recommends approval.

K. OPERATIONS

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$592,482 to perform inspection services for three dockside electric container cranes for Wharves Nos. 2, 5, and 6 at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Liftech Consultants, Inc.; second, Laurence & Associates, LLC; and third, APTIM Port Services International, LLC.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, Liftech Consultants, Inc.; second, Laurence & Associates, LLC; and third, APTIM Port Services International, LLC; (b) award a contract to the top-ranked proposer for inspection services for three dockside electric container cranes for Wharves Nos. 2, 5, and 6 at Bayport Container Terminal in the amount not to exceed \$592,482; (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:

By Minute No. 2022-0802-39, the Port Commission awarded a contract to Shanghai Zhenhua Heavy Industries Co., Ltd (ZPMC) in the amount not to exceed \$40,950,000 for the purchase of three dockside electric container cranes for Wharves Nos. 2, 5, and 6 at Bayport Container Terminal. This project requires manufacturing inspection on a full-time basis. Inspection of overseas fabrication of these cranes is beyond current manpower capabilities of Port Authority staff, and therefore staff believes an inspection services consultant is required.

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

Staff Evaluation/Justification:

On July 6, 2022, four RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Liftech Consultants, Inc.
- Laurence & Associates, LLC
- APTIM Port Services International, LLC

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

K. OPERATIONS

Subject	2. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$400,000 for the purchase of scaffolding services for wharf crane maintenance at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking – first, TAP Industrial Services, Inc.; and second, JBR1 Industrial Services.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of vendors, based on the selection criteria, in the following order – first, TAP Industrial Services, Inc.; and second, JBR1 Industrial Services; (b) award a two-year contract to the top-ranked proposer for the purchase of scaffolding services for wharf crane maintenance at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$400,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	STRATEGIC GOAL #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. 2021-0323-26, the Port Commission awarded a two-year contract to TAP Industrial Services, Inc. in the amount not to exceed \$175,000 for the purchase of scaffolding services for wharf crane maintenance at Barbours Cut Terminal and Bayport Container Terminal. These contract funds have been depleted. The Port Authority currently owns a total of twenty-eight wharf cranes including sixteen at Barbours Cut Terminal and twelve at Bayport Container Terminal. Scaffolding is needed to enable staff to perform repairs and preventative maintenance safely on various parts of the wharf cranes not accessible by walkways and platforms, such as trolley rails and festoons.

The Port Authority notified vendors regarding its competitive sealed proposal (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. Eight vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 3, 2022, two CSP responses were received and opened. 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 best value for the required services:

- TAP Industrial Services, Inc.
- JBR1 Industrial Services

Following staff Executive Committee review, staff recommends that the Port Authority award a two-year contract to TAP Industrial Services, Inc. and act as otherwise described above.

K. OPERATIONS

Subject **3. Award the following for the purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal: (a) a two-year contract in an amount not to exceed \$300,000 to Allen Kerber Auto Parts; and (b) a two-year contract in an amount not to exceed \$200,000 to Auto Plus Auto Parts.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award the following for the purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal: (a) a two-year contract in an amount not to exceed \$300,000 to Allen Kerber Auto Parts; and (b) a two-year contract in an amount not to exceed \$200,000 to Auto Plus Auto Parts, 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. 2020-0428-61, the Port Commission awarded two-year contracts to Allen Kerber Auto Supply in the amount not to exceed \$250,000 and IEH Auto Parts LLC dba Auto Plus Auto Parts in the amount not to exceed \$150,000 for the purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. The Port Authority currently owns 404 vehicles including 286 light trucks, 109 heavy duty trucks, and 9 cars operating at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. Staff is seeking to obtain suppliers to provide, for a two-year period, the auto parts needed to service and repair these vehicles.

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. Ten vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 24, 2022, four CSB responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award two-year contracts to Allen Kerber Auto Parts and Auto Plus Auto Parts, the responsible bidders submitting the best value, for purchase of auto parts for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal.

K. OPERATIONS

Subject **4. Award a three-year contract to TransTech of SC, Inc., the sole source provider, for the purchase of spare and replacement parts for Stemmann-Technik cable reels on wharf cranes at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$300,000.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award a three-year contract to Transtech of SC, Inc. for the purchase of spare and replacement parts for Stemmann-Technik cable reels for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$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.

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. 2017-0627-24, the Port Commission awarded a three-year contract to TransTech of SC, Inc., in an amount not to exceed \$250,000, for the purchase of spare and replacement parts for Stemmann-Technik cable reels for wharf cranes at Bayport Container Terminal. This contract expired on June 30, 2022. The Port Authority currently owns twenty-two wharf cranes operating at Barbours Cut Terminal and Bayport Container Terminal that are equipped with spreader and/or power cable reels manufactured by Stemmann-Technik GmbH of Germany. Additionally, three wharf cranes equipped with Stemman-Technik cable reels are expected to be delivered in Q2 of 2023 to the Bayport Container Terminal.

The spreader cable reels work in conjunction with the main hoist function and store up the spreader cable, which provides power and control from the operator's cab to the spreader. In addition, power cable reels work in conjunction with the gantry function and store the shore power cable, which supplies high voltage to the cranes. A total of twenty-two spreader cable reels and eighteen power cable reels from Stemmann-Technik are currently installed on wharf cranes at the container facilities.

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 TransTech of SC, Inc. is the sole authorized source of replacement Stemmann-Technik parts in the United States.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize the Port Authority to enter into a three-year contract with TransTech of SC, Inc. for the purchase of spare and replacement Stemmann-Technik cable reel parts, beginning on October 1, 2022 and ending on September 30, 2025. Replacement and spare parts would be purchased through this contract as needed to properly maintain the wharf crane cable reel systems and minimize operational downtime.

K. OPERATIONS

Subject	5. Award a three-year contract to Sudden Service, Inc., the sole source provider, for the purchase of captive replacement parts for Taylor equipment at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$300,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a three-year contract to Sudden Service, Inc. for the purchase of captive replacement parts for Taylor equipment at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$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.
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. 2020-0428-64, the Port Commission awarded a three-year contract to Sudden Service, Inc. in an amount not to exceed \$200,000 for the purchase of captive replacement parts for Taylor equipment at Barbours Cut Terminal and Bayport Container Terminal. Contract funds have been depleted. The Port Authority currently owns twenty Taylor machines including nineteen units at Barbours Cut Terminal and one at Bayport Container Terminal, for maintenance and operation of container facilities. Captive replacement parts for these units 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 Taylor Machine Works, Inc. confirming that Sudden Service, Inc. is the sole authorized source for captive replacement parts in the Houston metro area.

Staff recommends that the Port Commission authorize the Port Authority to enter into a three-year contract with Sudden Service, Inc. for the purchase of captive replacement parts for Taylor equipment at Barbours Cut Terminal and Bayport Container Terminal, beginning on October 1, 2022 and ending on September 30, 2025.

K. OPERATIONS

Subject **6. Award an annual contract to AssetWorks, LLC, the sole source provider, for software maintenance, support and extended hardware warranty of Fleet Focus M5, Enterprise Asset Management System and Fuel Focus software, the Port Authority's Fueling and Fleet management system, in an amount not to exceed \$100,000.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award an annual contract to AssetWorks, LLC, the sole source provider, for software maintenance, support and extended hardware warranty of Fleet Focus M5, Enterprise Asset Management System and Fuel Focus software, the Port Authority's Fueling and Fleet management system, 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.

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

By Minute No. 2021-0720-30, the Port Commission awarded an annual contract to AssetWorks, LLC for software maintenance, support, and extended hardware warranty of Fleet Focus M5, Enterprise Asset Management System, and Fuel Focus software, the Port Authority's fueling and fleet management system, and the term of that contract is set to expire September 1, 2022. AssetWorks, LLC holds all rights to sales, distribution, implementation, and development services to Fleet Focus M5 and Fuel Focus, which includes but are not limited to, software licenses, maintenance, and support of the latter intellectual property.

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 AssetWorks, LLC confirming that AssetWorks, LLC is the sole authorized sole provider of Fleet Focus M5, Enterprise Asset Management System and Fuel Focus.

Staff recommends that the Port Commission approve an annual contract with AssetWorks, LLC, for software maintenance, support and extended hardware warranty of Fleet Focus M5, Enterprise Asset Management System and Fuel Focus software, the Port Authority's Fueling and Fleet management system.

K. OPERATIONS

Subject	7. Award a three-year contract to Paceco Corporation, the sole source provider, for the purchase of captive replacement parts and technical support services for Paceco wharf cranes at Barbours Cut Terminal, in an amount not to exceed \$100,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a three-year contract to Paceco Corporation, the sole source provider, for the purchase of captive replacement parts and technical services for Paceco wharf cranes at Barbours Cut 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:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

The Port Authority currently owns two Paceco wharf cranes at Barbours Cut Terminal. These units are leased to stevedoring companies for container handling activities and/or training of operators. Therefore, the ability to expedite procurement of captive replacement parts and technical support services are critical for efficient terminal operation.

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 Paceco Corporation is the sole authorized source of captive replacement Paceco parts and technical support services in the United States.

Staff recommends that the Port Authority award a three-year contract to Paceco Corporation for the purchase of captive replacement parts and technical support services for Paceco cranes. Replacement and spare parts as well as technical support would be purchased through this contract as needed to properly maintain these cranes and minimize operational downtime.

K. OPERATIONS

Subject **8. Award a two-year job order contract to Structural Concrete Systems, LLC for general marine facility repairs, using the Omnia Partners (formally Sourcewell), a cooperative purchase program contract, in an amount not to exceed \$500,000; and authorize staff to procure a two-year job order contract with Generocity Services, Inc. for general marine facility repairs, using Harris County Department of Education's Choice Partners, a cooperative purchase program, in an amount not to exceed \$500,000, for a total amount not to exceed \$1,000,000.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, award a two-year job order contract to Structural Concrete Systems, LLC, for general marine facility repairs, using the Omnia Partners (formally Sourcewell), a cooperative purchase program contract, in an amount not to exceed \$500,000, and authorize staff to procure a two-year job order contract with Generocity Services, Inc. for general marine facility repairs, using Harris County Department of Education's Choice Partners, a cooperative purchase program, in an amount not to exceed \$500,000, for a total amount not to exceed \$1,000,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [STRATEGIC GOAL #2 - INFRASTRUCTURE \(Optimize Infrastructure and Channel Capacity to Serve the Region\)](#)

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

The Facilities Inspection and Condition Assessment Program (FICAP), implemented in 2017, strives to provide a unifying methodology for inspecting and managing corrosion and structure of marine assets as well as utilities, and communications and electrical systems at the Port Authority. The marine portion of FICAP has particularly resulted in an extensive number of Port Authority-wide repairs and since 2020, the Maintenance department has been utilizing job order contractors to assist staff in handling a multitude of FICAP repairs. This has proven highly successful: crews work faster, more efficiently, and can be scaled up or down as needed.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring job order contracts for general marine facility repairs at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal through both the Harris County Department of Education's (HCDE) Choice Partners and Omnia Partners (formerly Sourcewell Partners) cooperative purchasing programs are the methods that both satisfies competitive purchase requirements and provides the best value to the Port Authority.

The Maintenance department has determined that the best availability, price, and contract term for the items needed are provided by Structural Concrete Systems, LLC and Generocity Services, Inc. under the pricing schedule obtained from those vendors' contract with Omnia Partners and HCDE respectively, both in an amount not to exceed \$500,000, for a total amount not to exceed \$1,000,000 for general marine facility repairs.

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

K. OPERATIONS

Subject	9. Award a contract to Smart Tecs LLC, the sole source provider, to replace the Optical Character Recognition lights at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$160,619.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a contract to Smart Tecs LLC, the sole source provider, to replace the Optical Character Recognition (OCR) lights at Barbours Cut Terminal and Bayport Container Terminal, in an amount not to exceed \$160,619, 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:

Michael Shaffner

Background:

The Port Authority originally installed Optical Character Recognition (OCR) portals at Bayport Container Terminal and Barbours Cut Terminal in 2013. The Port Authority installed the Smart Tecs Gate Operating Solution in 2017. The solution has enhanced service levels and prepared the Port Authority for additional gate volumes. The lights that are required to ensure proper gate operating system functionality and expedite the interchange of trucks have reached end of life and therefore need to be replaced.

Smart Tecs LLC is the current Gate Operating System software provider. The portal lights must integrate with this software for proper functionality. The software is proprietary, owned by Smart Tecs LLC and licensed by the Port Authority.

Due to the proprietary nature of the associated hardware and software, Smart Tecs LLC is the only vendor that can deliver the required services to support the replacement of the OCR portal lights. The work order covers 8 outbound portals at Barbours Cut, and 6 inbound and 6 outbound portals at Bayport.

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 Smart Tecs LLC confirming that Smart Tecs LLC is the sole authorized source for captive replacement parts in the Houston metro area.

Staff recommends that the Port Commission authorize the Port Authority to enter into a contract with Smart Tecs LLC to replace the OCR lights at Barbours Cut Terminal and Bayport Container Terminal.

K. OPERATIONS

Subject	10. Approve a two-year extension of the contract with Total Network Solutions to provide Database administrator, EDI implementation/execution, and monitoring support for the Navis Terminal Operating System, in an amount not to exceed \$554,560.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve a two-year extension of the contract with Total Network Solutions to provide Database administrator, EDI implementation/execution, and monitoring support for the Navis Terminal Operating System, in an amount not to exceed \$554,560, 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:

Michael Shaffner

Background:

By Minute No. 2019-0729-44, a contract was awarded to Total Network Solutions (TNS) for an initial term of thirty-six months. The existing contract includes an option to extend for twenty-four months at the same rates as the initial term. This action would exercise this extension option through October 31, 2024.

The contract provides for three main areas of supplemental support, each with a set number of hours per month, and unused hours roll over and are applied to future overages. The three main areas of support are:

- Managed EDI and monitoring: 83 hours per month;
- Database Management: 25 hours per month; and
- Server support/monitoring, groovy development, I Reports: 43 hours per month.

Staff Evaluation/Justification:

The above provides access to and support from a team of database administrators, developers, EDI specialist, off-hours monitoring, and support which is a critical support criterion for the terminal operating system, and Total Network Solutions was ranked as the top-ranked proposer based on a request for proposals conducted and completed in the second quarter of 2019.

Staff recommends the Port Commission approve the two-year extension of the contract with Total Network Solutions.

K. OPERATIONS

Subject	11. Ratify a purchase order issued June 6, 2022, to Byte Crunch Technologies, a new company owned by former Port Authority employee, Yan Chen, for software, power business intelligence tool creation, and maintenance, in an amount not to exceed \$10,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, ratify a purchase order issued June 6, 2022, to Byte Crunch Technologies, a new company owned by former Port Authority employee, Yan Chen, for software, power business intelligence tool creation, and maintenance, in an amount not to exceed \$10,000, 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:

Paulo Soares

Background:

The Port Authority issued a purchase order in June to Byte Crunch Technologies, for certain software, power business intelligence tool creation, and maintenance.

The Code of Ethics provides that the Port Authority shall not enter into any contract (other than a contract subject to competitive bids) with a person employing a former employee who has been an employee of the Port Authority within the last twelve months, if the contract relates to a matter for which the former employee had responsibility while representing the Port Authority, without the specific approval of the Port Commission.

This purchase order was not approved at that time.

Staff Evaluation/Justification:

Staff requests that the Port Commission provide that approval by ratifying the purchase order on the terms described.

K. OPERATIONS

Subject	12. Approve an amendment to the twenty-year lease with C&C Houston Bayport to restate the footprint of the leased premises, a 21.53-acre parcel of land at Bayport Container Terminal Complex south of Port Road.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve an amendment to the twenty-year lease with C&C Houston Bayport to restate the footprint of the leased premises, a 21.53-acre parcel of land at Bayport Container Terminal Complex south of Port Road, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
General

Department:
Operations

Staff Contact:
Ryan Mariacher

Background:

By Minute No. 2021-0427-47, the Port Commission approved a twenty-year lease with a commencement date of May 1, 2021 with C&C Houston Bayport (Tenant) of a 21.53-acre parcel of land at Bayport Container Terminal Complex south of Port Road for a rental amount of \$36,687.12 per month (\$1,704 per acre per month), with a right of refusal for the adjacent 8.29 acre tract.

The leased premises is expected to serve as an empty handling container/chassis and maintenance and repair yard, and Tenant is designing and constructing improvements to the premises. During the tenant's design-build process, the Tenant identified a need to shift the property limits to avoid existing drainage infrastructure improvements and maximize available land use. The acreage of the leased premises (21.53 acres) would not change. However, the restated footprint would encroach into what was previously part of the adjacent 8.29 acre right of first refusal (ROFR) tract, and accordingly the amendment would adjust the size of the ROFR tract to 5.53 acres.

Staff Evaluation/Justification:

Staff recommends that the Port Authority agree to restate the footprint of the parcel and that the Port Commission approve the above on the terms described.

K. OPERATIONS

Subject	13. Approve an amendment to the existing ten-year lease with Cooper/Ports America, LLC of leased premises totaling 6.5 acres, including the warehouse known as Shed 3, at Barbours Cut Terminal to add a .65-acre tract to the premises at a base rent of \$1,325 per month, subject to annual escalation as provided in the lease.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve an amendment to the existing ten-year lease with Cooper/Ports America, LLC of leased premises totaling 6.5 acres, including the warehouse known as Shed 3, at Barbours Cut Terminal to add a .65-acre tract to the premises at a base rent of \$1,325 per month, subject to annual escalation as provided in the lease, 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:
Ryan Mariacher

Background:
By Minute No. 2022-0426-32, the Port Commission authorized the Port Authority and Cooper/Ports America, LLC, to enter into a ten-year lease for 6.5 acres and the warehouse known as Shed 3 at Barbours Cut Terminal with a commencement date of May 1, 2022.

The amendment would add a .65-acre tract of land (Expansion Tract) to the leased premises. The base rent for the Expansion Tract would be \$1,325 per month, subject to annual escalation as provided in the lease.

Staff Evaluation/Justification:
Staff recommends the Port Commission approve the above on the terms described.

K. OPERATIONS

Subject **14. Approve an amendment to the lease agreement with CMC Americas LLC for 22.52 acres at Bayport Container Terminal Complex south of Port Road, providing for Port Authority reimbursement of the tenant's improvements to the access road and intersection with Container Freight Station Road, in an amount not to exceed \$526,724.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve an amendment to the lease agreement with CMC Americas LLC for 22.52 acres at the Bayport Container Terminal Complex south of Port Road, providing for reimbursement of the tenant's costs for improvements to the access road and intersection with Container Freight Station Road, in an amount not to exceed \$526,724, 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. 2021-0427-48, the Port Commission approved a ten-year lease with CMC Americas LLC (Tenant) for 22.52 acres at the Bayport Container Terminal Complex south of Port Road. The proposed reimbursement addresses improvements needed to an access road constructed by Tenant on the Port Authority's behalf, to support safe truck transits in and out of the Tenant's depot on the leased premises onto the public road.

By Minute No. 2021-0928-54, the Port Commission approved an amendment to the lease to reimburse the Tenant's construction costs for certain previous work, not to exceed \$1,287,009.

By Minute No. 2022-0125-34, the Port Commission also approved an amendment to the lease to reimburse the tenant's costs for soils mitigation, not to exceed \$362,095.95.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the above lease amendment and expenditure.

L. PEOPLE

Subject 1. Authorize renewal of the agreement with Aetna Life Insurance Company to provide professional third-party administration services for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents for the calendar year 2023, in an amount not to exceed \$46,400.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting:
(a) authorize renewal of the agreement with Aetna Life Insurance Company to provide professional third-party administration services for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents, for calendar year 2023, in an amount not to exceed \$46,400;
(b) authorize renewal negotiations with the Aetna Life Insurance Company prior to contract expiration; and
(c) 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.

By Minute No. 2018-0925-04, the Port Commission awarded a contract to Aetna Life Insurance Company (Aetna) for third-party administration services for a self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and their dependents for calendar year 2019. By Minute Nos. 2019-1022-40, 2020-1208-45, and 2021-1026-35, the Port Commission authorized an amendment to this contract for services in 2020, 2021, and 2022, and also authorized contract renewal negotiations with Aetna Life Insurance Company prior to contract expiration.

Accordingly, Lockton and staff began negotiations with Aetna for third-party administrative services for the 2022 and 2023 self-funded group medical program.

Staff Evaluation/Justification:

Lockton and Port Authority staff have negotiated a renewal with Aetna Life Insurance Company for professional third-party administration services for the 2022 and 2023 self-funded group medical benefits program and determined that the negotiated terms offer the best value to the Port Authority.

The proposed agreement would allow the Port Authority to continue to offer access to the same medical plans and network as were offered from 2019-2022, which include an Open Access Managed Choice \$250 deductible plan and a KelseyCare Health Maintenance Organization (HMO) style plan with a \$0 deductible.

Staff recommends that the Port Commission authorize the renewal agreement with Aetna Life Insurance Company for third-party administration services. Staff additionally recommends that the Port Commission authorize renewal negotiations with Aetna prior to contract expiration to better ascertain the need to solicit proposals for the following contract year.

L. PEOPLE

Subject	2. Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2023 in a total amount not to exceed \$1,783,937 for: (a) Aetna Life Insurance Company, for dental, vision, and Medicare Advantage coverage and (b) Minnesota Life Insurance Company, for basic life, voluntary and dependent life, and retiree life coverage.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	<p>The Port Commission, at its September 27, 2022 meeting:</p> <ul style="list-style-type: none">(i) award group insurance agreements to the following carriers for coverage for calendar year 2023 in a total amount not to exceed \$1,783,937;<ul style="list-style-type: none">(a) Aetna Life Insurance Company, for dental coverage, in an amount not to exceed \$495,000;(b) Aetna Life Insurance Company, for vision coverage, in an amount not to exceed \$92,097;(c) Aetna Life Insurance Company, for Medicare Advantage medical coverage, in an amount not to exceed \$629,416;(d) Minnesota Life Insurance Company, for basic life coverage and AD&D for eligible active employees, in an amount not to exceed \$135,862;(e) Minnesota Life Insurance Company, for voluntary life coverage for eligible active employees and dependents, in an amount not to exceed \$291,839; and(f) Minnesota Life Insurance Company, for basic life coverage for eligible retirees, in an amount not to exceed \$139,723;(ii) authorize the Port Authority to continue to pay: 50% of the cost of dental premiums for eligible active employees; 100% of the cost of the Medicare Advantage medical premiums for eligible retirees and dependents; and 100% of the cost of basic life premiums for active employees and retirees;(iii) determine that Port Authority employees shall continue to reimburse the Port Authority for the full cost of any vision or voluntary life premiums;(iv) authorize contract renewal negotiations with insurance carriers prior to contract expiration; and(v) further authorize the Executive Director to do any and all things in his opinion reasonable and necessary to give effect to all of the foregoing.

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

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Roger Walter

Background:

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

By Minute No. 2021-0928-56, the Port Commission awarded agreements for calendar year 2021 to (a) Aetna Life Insurance Company, for dental, vision, and Medicare Advantage medical coverage and (b) Minnesota Life Insurance Company, for basic life, voluntary and dependent life, and retiree life coverage. This action also authorized contract renewal negotiations with the insurance carriers prior to contract expiration. Accordingly, Lockton and Port Authority staff began negotiations with the incumbents for 2023 coverages.

In addition, on June 27, 2022, the Port Authority, through its Broker of Record, Lockton, issued a request for proposals (RFP) soliciting proposals for Medicare Advantage retiree medical coverage.

Staff Evaluation/Justification:

Lockton and Port Authority staff reviewed and evaluated the proposals and proposed 2023 renewal rates and determined that the incumbent carriers offer the best value to the Port Authority, with a decrease in Medicare Advantage rates, and no change to the other 2023 rates, as these product lines are in multi-year price guarantees.

The renewals are anticipated to be discussed at the Pension and Benefits Committee meeting on September 20, 2022. Staff recommends, and anticipates that the Pension and Benefits Committee concurs, that group insurance contracts be awarded to the following incumbent carriers for calendar year 2023, as providing the best value to the Port Authority:

- (a) Aetna Life Insurance Company, for dental, vision, and Medicare Advantage medical coverage;
- (b) Minnesota Life Insurance Company, for basic life, voluntary and dependent life, and retiree life coverage; and

Staff further recommends, and anticipates that the Pension and Benefits Committee concurs, that:

1. The Port Authority continue to pay 50% of the cost of dental premiums for eligible employees and dependents;
2. The Port Authority continue to pay 100% of the cost of basic group life premiums for Port Authority active employees and retirees;
3. The Port Authority continue to pay 100% of the cost of Medicare Advantage medical premiums for eligible retirees and dependents; and
4. Port Authority employees continue to reimburse the Port Authority for the full cost of any vision or voluntary life premiums.

Staff estimates that approximately \$925,283 of the \$1,783,937 total amount requested would be reimbursed to the Port Authority by employees, leaving a total cost to the Port Authority of approximately \$858,654.

The individual not-to-exceed amounts in the Recommended Action are based on current participant levels with adjustments for additional 2023 staffing levels. The total amount requested by staff allows for an increase in participation in 2023 based on current open positions and new 2023 headcount additions, but may be subject to amendment in order to account for actual participation levels.

L. PEOPLE

Subject	3. Approve the hiring of Captain Malcolm "Doug" Mims as a casual employee to provide services relating to the M/V Sam Houston.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve the hiring of Captain Malcolm "Doug" Mims as a casual employee to provide services relating to the M/V Sam Houston, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
General

Department:
People

Staff Contact:
Jessica Shaver

Background:

Senior Captain Malcolm "Doug" Mims retired in July 2022, after providing thirty-five years of service to the Port Authority, thirty-four of which were spent as captain on the M/V Sam Houston. After his retirement, Captain Genaro Ambriz was promoted to Senior Captain. While other staff members are working to obtain the license necessary to captain the vessel, Captain Ambriz is currently the only member of the M/V Sam Houston department with the required license.

In order to assist the Port Authority while others work toward the license, Captain Mims has expressed a willingness to return to the Port Authority as a casual employee to assist with captain or senior captain duties on an as-needed basis.

The Port Authority's Code of Ethics prohibits the Port Authority from entering into certain contracts with former employees who worked for the Port Authority in the preceding twelve months without the specific approval of the Port Commission. In accordance with the spirit of that requirement, staff is seeking the Port Commission's specific approval before re-hiring Captain Mims as a casual employee.

Staff Evaluation/Justification:

Staff recommends that the Port Commission approve the hiring of Captain Mims as a casual employee to provide services relating to the M/V Sam Houston on an as-needed basis.

M. SECURITY AND EMERGENCY OPERATIONS

Subject	1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$135,000 to conduct facility risk assessments for the Port Authority's five Maritime Transportation Security Act regulated facilities to the top-ranked proposer: staff ranking – first, Chemical Security Group LLC; second, ABSG Consulting, Inc.; and third, Guidepost Solutions, LLC.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	<p>The Port Commission, at its September 27, 2022 meeting:</p> <p>(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, Chemical Security Group LLC; second, ABSG Consulting, Inc.; and third, Guidepost Solutions, LLC;</p> <p>(b) award a professional service contract to Chemical Security Group LLC to conduct facility risk assessments for the Port Authority's five Maritime Transportation Security Act (MTSA) regulated facilities in an amount not to exceed \$135,000;</p> <p>(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</p> <p>(d) further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.</p>

Category:

Awards, Amendments & Change Orders

Department:

Security

Staff Contact:

Jessica Thomas

Background:

The Port Authority is seeking to award a professional services contract for a service provider to conduct facility risk assessments for the Port Authority's five Maritime Transportation Security Act (MTSA) regulated facilities. Risk assessments are required by federal law for all terminals every five years as provided in: MTSA facility risk assessment 33 CFR 105.300, 33 CFR 105.305; CTPAT 5 Step Risk Assessment; and the new ISO 28000:2022 standard risk-based assessment Sections 6.1.2 and 6.1.3. The following Port Authority facilities would be assessed:

- Barbours Cut Terminal - 1515 East Barbours Cut Blvd, LaPorte, Texas 77571
- Bayport Terminal - 12619 Port Road, Seabrook, Texas 77586
- Turning Basin Terminal - 111 East Loop North, Houston, Texas 77029
- Old Manchester Terminal - 100 Concrete Street Houston, Texas 77011
- Woodhouse Grain Elevator - 1500 North Main Street, Galena Park, Texas 77547

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

Staff Evaluation/Justification:

On August 17, 2022, four RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Chemical Security Group LLC
- ABSG Consulting, Inc.
- Guidepost Solutions, LLC

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Chemical Security Group LLC and act as otherwise described above.

M. SECURITY AND EMERGENCY OPERATIONS

Subject **2. Approve renewal of a Memorandum of Agreement with U.S. Coast Guard Sector Houston-Galveston for a five-year period, to exchange and share information and data in order to enhance maritime safety and security.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, authorize renewal of a Memorandum of Agreement with U.S. Coast Guard Sector Houston-Galveston for a five-year period, to exchange and share information and data in order to enhance maritime safety and security, 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 4c. - Support development of a robust Regional maritime workforce
Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact

Category:
General

Department:
Security

Staff Contact:
Jessica Thomas

Background:
This Memorandum of Agreement with the U.S. Coast Guard would continue to enable the Port Authority to exchange and to share information and data (primarily security camera video data) in order to enhance maritime safety and security, as permitted under the provisions of 14 U.S.C. Sections 141 60.003, 60.120, and 60.151-153. The agreement also allows the U.S. Coast Guard access to Port Authority facilities, to repair and maintain any of its communications equipment located on Port Authority property.

There is no cost associated with this Memorandum of Agreement.

Staff Evaluation/Justification:
Renewing this agreement would facilitate the continuance of good communications and working relationships between the U.S. Coast Guard and the Port Authority on safety and security matters, address the common goals of safety and security through the exchange and sharing of information and data, facilitate joint development of maritime information processes that further the mutual goals of the parties, and promote periodic meetings between the parties to identify and pursue ways to assist each other to accomplish these goals.

Staff recommends the Port Commission approve the renewal of the agreement with the U.S. Coast Guard.

M. SECURITY AND EMERGENCY OPERATIONS

Subject 3. Approve up to four Memoranda of Understanding with Texas Emergency Management Assistance Teams, Texas Division of Emergency Management, Texas A&M Engineering Extension Service, and Texas A&M Forest Service, to provide training, curriculum materials, analytical services, and technical assistance services for each Port Authority personnel participating on their disaster response teams for a five-year term unless terminated earlier.

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve up to four Memoranda of Understanding with Texas Emergency Management Assistance Teams, Texas Division of Emergency Management, Texas A&M Engineering Extension Service, and Texas A&M Forest Service, to provide training, curriculum materials, analytical services, and technical assistance services for Port Authority personnel participating on their disaster response teams for a five-year term unless terminated earlier, 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 4c. - Support development of a robust Regional maritime workforce
Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact
STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:
General

Department:
Fire

Staff Contact:
William Buck

Background:

The State of Texas has sustained the highest number of Federal Emergency Management Agency (FEMA) declared disasters since the 1950s of any state, and as a result, Texas has historically made mutual aid resources available throughout the state. In 2007, the state provided mutual aid legislation that simplified the sharing of resources across local and regional boundaries. Additionally, specialized teams such as Texas Task Force (TXTF), Texas Interstate Fire Mutual Aid System (TIFMAS), and Texas Forest Service Incident Management Teams (TAMFS IMT) were established.

The Texas Emergency Management Assistance Teams (TEMAT) are discipline-specific forces made up of local jurisdictional resources. The TEMAT— 'the team of teams'—was developed to assist jurisdictions that have been impacted by an emergency or disaster. Member agencies and their partners may respond to support local jurisdictions during a disaster or emergency event. These similar-typed resources are rostered and train together prior to an incident to be able to serve as a force multiplier in disaster response. The response teams are recruited from various disciplines at the local level and together coordinated with other state agencies. The Port Authority desires to allow personnel to participate on these teams, on a not to interfere basis, to gain professional knowledge and experience in disaster response.

TEMAT requires that each Port Authority person participating on these teams have their own Memoranda of Understanding. Currently, one Port Authority employee has been accepted to participate, and three additional Port Authority personnel have applied to participate, on these teams. Therefore, there may be multiple additional Memoranda of Understanding that the Port Authority and participating personnel will be required to execute.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve one Memoranda of Understanding to support the TEMAT for the Port Authority employee currently accepted, and grant authority for up to three additional personnel to sign separate Memoranda of Understanding, that are substantially the same, if accepted into the program.

M. SECURITY AND EMERGENCY OPERATIONS

Subject	4. Approve renewal of the Interconnection Security Agreement and Memorandum of Understanding with the U.S. Coast Guard for a three-year period, to connect the Nationwide Automatic Identification System to the Command Bridge system to enhance maritime safety and emergency response.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, approve renewal of the Port Authority's Interconnection Security Agreement and Memorandum of Understanding with the U.S. Coast Guard for a three-year period, to connect the Nationwide Automatic Identification System to the Command Bridge system, 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 4c. - Support development of a robust Regional maritime workforce Strategic Objective 4b. - Prepare for disruptive events and mitigate their impact STRATEGIC GOAL #3 - PARTNERSHIPS (Develop and Strengthen External Partnerships)

Category:

General

Department:

Emergency Management

Staff Contact:

Colin Rizzo

Background:

The Port Authority has previously entered into an Interconnection Security Agreement (ISA) and Memorandum of Understanding (MOU) with the U.S. Coast Guard (USCG) regarding the management, operation, and security of Nationwide Automatic Identification System (NAIS) data connection with the Port Authority for its use in the Command Bridge Situational Awareness system. Under these agreements the USCG connects NAIS to the Command Bridge system for the purpose of sending one-way data feeds for the global Area of Responsibility. The NAIS is used to track vessels operating in the nation's waterways and ports.

There is no cost associated with the ISA and MOU.

Staff Evaluation/Justification:

Renewing these agreements would allow for the continuance of communications between the USCG's NAIS system and the Port Authority Command Bridge system to enhance maritime safety and emergency response within the Port of Houston.

Staff recommends the Port Commission approve the renewal of the agreement with the USCG.

N. TECHNOLOGY

Subject	1. Award the following for the configuration, installation, and five-year support of the Port Authority's NXGEN wireless solution: (a) Barbours Cut Terminal and Bayport Container Terminal outdoor wireless (LTE) solution to AT&T in an amount not to exceed \$2,400,000 and (b) Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal indoor and outdoor Wi-Fi to Netsync Network Solutions in an amount not to exceed \$1,200,000, for a total expenditure of \$3,600,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting: (a) approve staff's ranking of the two most qualified vendors, based on the selection criteria, in the following order – first, AT&T; second, Netsync Network Solutions (b) award a contract to AT&T for Barbours Cut Terminal and Bayport Container Terminal outdoor wireless (LTE) solution in an amount not to exceed \$2,400,000; (c) award a contract to Netsync Network Solutions for indoor and outdoor Wi-Fi for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$1,200,000; 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 2c. - Enhance efficiency and resilience through innovative technology and other means

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Ron Farrow

Background:

The Port Authority is seeking approval to replace the Port Authority's existing wireless/Wi-Fi environment with an updated and more robust wireless (LTE)/Wi-Fi environment. This wireless (LTE)/Wi-Fi environment would support all Container Terminal Operations in the yard(s), as well as in the building at Bayport Container Terminal and Barbours Cut Terminal. This would also replace the existing wireless access point at the Turning Basin Terminal.

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

Staff Evaluation/Justification:

On June 1, 2022, ten RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as most qualified to provide the required services:

- Scope one: AT&T
- Scope two: Netsync Network Solutions
- Scope three: Netsync Network Solutions

Following staff Executive Committee review, staff recommends that the Port Commission approve staff's ranking and award a contract to AT&T and contract to Netsync Network Solutions as provided above.

N. TECHNOLOGY

Subject	2. Award a contract and purchase order to Xerox for continued provision of multi-function printer devices for an additional five-years, using the State of Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$1,100,000 (total 5 years).
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, award a contract and purchase order to Xerox for continued provision of multi-function printer devices for an additional five-years, using the State of Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$1,100,000, determine that this method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Charles Thompson

Background:

The Information Technology Department provides Multi-Function Printer Devices throughout Port Authority office locations. In order to continue to do so, a renewal of a five-year agreement to the incumbent Xerox is required. This would ensure minimal interruption in services and continue to provide the needed printing, copying, scanning, and faxing functionality throughout the Port Authority.

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

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring the needed devices, services, and support directly from Xerox through the DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by Xerox 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

Subject	3. Issue a purchase order to Netsync Network Solutions for purchase of networking equipment to support additional ship-to-shore cranes, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$70,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, issue a purchase order to Netsync Network Solutions for purchase of networking equipment to support additional ship-to-shore cranes, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$70,000, 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 its additional ship-to-shore cranes since these cranes require a number of network devices and equipment.

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 Information Technology 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

Subject	4. Amend and extend for an additional five-years, the existing contract with Verizon Business Network Systems, Inc. for session initiation protocol (SIP) telephony services, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$350,000.
Meeting	Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its September 27, 2022 meeting, amend and extend for an additional five years, the existing contract with Verizon Business Network Systems, Inc. for session initiation protocol (SIP) telephony services, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$350,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Executive Director to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Charles Thompson

Background:

The Port Authority uses session initiation protocol (SIP) services provided by Verizon as its means to provide local and long distance telephone services for all Port Authority locations.

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 SIP services provided by Verizon through the DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by Verizon Business Network Systems, Inc. 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

Subject **5. Amend the professional services contract with Deloitte Consulting, LLP for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II, in an amount not to exceed \$240,000.**

Meeting Sep 27, 2022 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its September 27, 2022 meeting, approve an amendment to the professional services contract with Deloitte Consulting, LLP for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II, in an amount not to exceed \$240,000, 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:

Charles Thompson

Background:

By Minute No. 2021-0223-45, the Port Commission awarded a professional services contract to Deloitte Consulting, LLP (Deloitte) for Next Generation Enterprise Resource Planning (Next Gen ERP) – Phase II, for an amount not to exceed \$840,000. In September 2021, the Port Authority and Deloitte executed a First Amendment to the professional services contract, which increased the contract amount by \$40,000 and extended the end of the term from April 30, 2022 through December 31, 2022.

This proposed amendment would consist of the following:

- Chart of Accounts: a high-level design of the organizational and accounting structures for all financial transactions.
- Policy evaluation: an initial evaluation and analysis of Port Authority policies, to develop recommended updates for the future state Enterprise Resource Planning (ERP) processes.
- Master Data Management: preliminary identification and analysis of core system data elements that are essential to operations, such as location, asset, employees, etc.
- Purchase Order control spend rationalization strategy: initial review of existing policies related to purchase order spend, to evaluate and identify considerations for ERP design.
- Role based security model template: a position/job based security model template and process to help leverage a future implementation effort.

Staff Evaluation/Justification:

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