

December 2, 2021

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

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on Tuesday, December 7, 2021. The Port Commission will meet at 9:15 a.m., or thereafter, at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. In addition, pursuant to Government Code Sec. 551.127 permitting a governmental body to hold a public meeting by videoconference call, the meeting may also be accessed via Webex webinar, as provided on the following page. A quorum of the Port Commission may attend such meeting.

PORT OF HOUSTON AUTHORITY  
of  
HARRIS COUNTY, TEXAS

Erik A. Eriksson  
Secretary



### **Formal Public Meeting Notifications.**

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

**Due to health and safety concerns related to COVID-19, this meeting will offer the options to participate by videoconference or in-person. The meeting will be open to the public but restrictions regarding allowable room capacity and seating arrangements may be in place.**



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

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**More ways to join:**

**Join from the meeting link**

<https://porthouston.webex.com/porthouston/j.php?MTID=m2b2a339cdf08c344e3a46625a5ccaeba>

**Join by meeting number**

Meeting number (access code): 2485 946 7184

Meeting password: Dec2021

**Tap to join from a mobile device (attendees only)**

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**Tuesday, December 7, 2021**  
**PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY**

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

**A. CALL TO ORDER**

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

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

**C. APPROVAL OF MINUTES**

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1. Port Commission Public Meeting - October 26, 2021 Meeting

**D. STAFF REPORTS**

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1. Summary of selected financial and operational matters

**E. APPEARANCES**

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1. Captain Jason Smith, U.S. Coast Guard Captain of the Port
2. Public Comment

**F. EXECUTIVE**

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

1. Enter into a service agreement with the Greater Houston Port Bureau, Inc. to provide vessel traffic movement data (real-time and historical) for a one-year period in the amount of \$80,000, and subscribe to PortXchange Synchronizer for ten users in the amount of \$15,000, for a total of \$95,000.
2. Approve the Port Authority's membership in the National Association of Waterfront Employers and payment of dues for a period of one year in the amount of \$65,000.

***General***

3. Approve and adopt the proposed Internal Audit 2022 Annual Audit Plan.
4. Approve the Internal Audit Charter, effective December 7, 2021.

**G. BUSINESS EQUITY**

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1. No items.

## **H. COMMERCIAL**

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### ***Leases***

1. Approve a lease for a three-year term with Houston Refining LP for approximately 24.7 acres at Block 1, Rosa Allen, effective no earlier than January 1, 2022, at an annual base rent of approximately \$993,532.80 subject to annual escalation of the greater of 3% or the increase in the Consumer Price Index.
2. Approve a lease for a one-year term with a one-year mutual renewal option with Cooper/Ports America, LLC for approximately 9.136 acres at Block 12, Industrial Park East, effective no earlier than January 1, 2022, at an annual base rent of approximately \$248,206.84, subject to annual base rent escalation of of 3%.
3. Approve a lease with Cooper/Ports America, LLC for approximately 7.62 acres, at Block 4, Turning Basin Terminal including 33,342 square feet of warehouse space for a one-year term with four consecutive one- year renewal options, effective no earlier than January 1, 2022, at an annual base rent of approximately \$246,116.40, subject to annual escalation of the greater of 3% or the increase in the Consumer Price Index.
4. Approve an amendment to the lease with R. Warehousing & Port Services, Inc. for approximately 8.32 acres at Block 20A, Clinton Drive, to extend the term for one year, effective no earlier than January 1, 2022, at an annual base rent of approximately \$199,601.64, subject to annual escalation of 3%.
5. Approve a revision to the previously-approved amendment to the lease with SESCO Terminals Corp. to change the term from five years to two years.
6. Approve the change of control of South Coast Terminals, LP, a tenant under a lease with the Port Authority.

## **I. FINANCE**

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

1. Award a five-year contract for third party administration services for the Port Authority's self-insured workers' compensation and liability claims program to AS&G Claims Administration, Inc., in an amount not to exceed \$542,438.

### ***General***

2. Authorize payment to the Harris County Appraisal District for appraisal services to be provided to the Port Authority for fiscal year 2022 in an amount not to exceed \$405,000, and authorize payment to the Harris County Tax Assessor-Collector for collection services for the 2021 tax year in an amount not to exceed \$1,100,000.

## **J. INFRASTRUCTURE**

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

1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$422,775 for condition assessment and planning of water line replacement at South Turning Basin Terminal to the top-ranked proposer: staff ranking – first, RPS Group; second, Freese and Nichols, Inc.; and third, DE Corporation.

2. Award a construction contract to Dowley Security Systems, Inc. to construct security improvements in connection with the expansion of gate facilities at Barbours Cut Terminal in an amount not to exceed \$189,406.
3. Award a construction contract to Dowley Security System, Inc. to construct security improvements for Container Yard 2 South at Bayport Container Terminal in an amount not to exceed \$53,157.
4. Award a construction contract to Prestique Inc. dba Ranger Roofing for the rehabilitation of Transit Sheds 30-31 at Turning Basin Terminal in an amount not to exceed \$2,460,000.
5. Award a construction contract to Jerdon Enterprise, LP for annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal for 2021 and 2022 in an amount not to exceed \$2,700,000.
6. Amend the professional services contract with HDR Architecture, Inc. to perform services for the design of the maintenance complex at Barbours Cut Terminal in an amount not to exceed \$175,860.
7. Amend the professional services contract with Lockwood, Andrews, and Newnam, Inc. for additional Container Yard 1 design services at Bayport Container Terminal in an amount not to exceed \$308,763.
8. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Wharf 6 at Bayport Container Terminal in an amount not to exceed \$72,692.
9. Amend a professional services contract in an amount not to exceed \$60,000 to PricewaterhouseCoopers Advisory Services, LLC to provide continued strategic decision support and implementation planning for the Houston Ship Channel Expansion Channel Improvement Project.

**General**

10. Enter into a Memorandum of Understanding and a temporary license with the U.S. Army Corps of Engineers for the placement of maintenance-dredged material from berths at Woodhouse Terminal and Sims Terminal into a federally-managed dredged material placement area at a cost of \$312,000 and approve any over-dredge cost at \$3.12 per cubic yard in an amount not to exceed \$62,400.
11. Enter into a Memorandum of Understanding and a temporary license with the U.S. Army Corps of Engineers for the placement of maintenance-dredged material from berths at Barbours Cut Terminal into a federally managed dredged material placement area at an estimated cost of \$1,504,000 and approve any over-dredge cost at \$3.76 per cubic yard in an amount not to exceed \$300,800.

**Project 11**

12. Amend the pipeline relocation reimbursement agreement with Kinder Morgan Texas Pipeline LP (two pipelines) located in Segment 4 of the Houston Ship Channel Expansion Channel Improvement Project to add an additional \$1.9 million in estimated total cost, for which the Port Authority would be responsible for one half the cost, in an amount not to exceed an additional \$950,000.

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

13. Approve the transfer from ExxonMobil Pipeline Company to Enercoast Midstream LLC of a twenty-inch crude oil pipeline license under and across the San Jacinto River.
14. Issue a pipeline license to Intercontinental Terminals Company LLC for one 12-inch methanol pipeline under and across the Port Terminal Railroad Association's Southside Mainline railroad right-of-way.
15. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line inside Gate 18 near the Southside Wharves.
16. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line crossing over the Southside Turning Basin, Block 7, leased to Jacob Stern and Sons, Inc.
17. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under and across the Port Terminal Railroad Association's Northside Mainline railroad right-of-way.
18. Amend a transmission line license to Level 3 Communications, LLC for one fiber optic cable line over the Port Authority's Southside Mainline railroad right-of-way.

### ***Leases***

19. Approve a ten-year Port Authority adjacency barge fleeting lease agreement and a marine construction permit to Albatross Industrial Houston Fund, LP for approximately 11.9 acres of submerged lands in Old River, at an initial monthly base rent of \$3,290, beginning at full operations no later than 18 months after the commencement date and subject to an annual increase of the greater of 3% or the Consumer Price Index.

## **K. OPERATIONS**

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

1. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$793,500 for purchase of structural inspection services for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking – first, World International Testing, Inc.; and second, Sparrows Offshore, LLC.
2. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$500,000 for the purchase of machining services for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking – first, GearTec, Inc.; and second, Houston Pump and Gear (HPGR), LLC.
3. Award a two-year contract to Graco Mechanical, Inc. in an amount not to exceed \$160,000 for the purchase of heating, ventilation, air conditioning, plumbing services, and related parts for Barbours Cut Terminal and Bayport Container Terminal.
4. Award a two-year contract to A.J. Hurt, Jr., Inc. dba Reladyne for the purchase of unleaded gasoline and ultra-low sulfur diesel for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$14,159,310.

5. Award a two-year contract to Southern Tire Mart for the purchase of rubber-tired gantry (RTG) crane tires and related items for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$1,000,000.
6. Award a contract to Power Line Solutions to perform electrical repair services at Bayport Container Terminal in an amount not to exceed \$400,000.
7. Award a contract to Id Solutions, the sole source provider, for equipment, software licensing, and installation services to expand the Transportation Worker Identification Credential (TWIC) reader application to five additional lanes at Barbours Cut Terminal in an amount not to exceed \$122,000, inclusive of one-year maintenance and support.
8. Award a contract to Konecranes, Inc., the sole source provider, for purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control systems retrofit for four rubber-tired gantry (RTG) cranes at Bayport Container Terminal in an amount not to exceed \$2,152,824.
9. Approve an amendment with Kalmar, the sole source provider, to authorize payment for annual maintenance services for the Marine Terminal Position Detection Software System for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$181,189.
10. Issue a purchase order to Rush Bus Centers for the purchase of one 26-passenger bus for Bayport Container Terminal, using the Houston-Galveston Area Council Cooperative Purchase Program, in an amount not to exceed \$108,776.

### **General**

11. Reissue and amend Port Authority Tariff Nos. 8, 14, and 15 covering the Turning Basin Terminals, Barbours Cut Terminal, and Bayport Container Terminal, all effective January 1, 2022.
12. Recommendation to issue Stevedore Licenses for one-year terms commencing January 1, 2022, to Agri American Stevedores, LLC; APS Stevedoring, LLC; BBM Terminals Corp.; Ceres Gulf, Inc.; Cooper/Ports America; Gulf Stream Marine, Inc.; Jacintoport International, LLC; Kinder Morgan, Inc.; Marine Terminal Corporation East; Richardson Stevedoring, and Logistics Services, Inc.; Schroder Marine Service; and Suderman Contracting Stevedores, Inc., upon each applicant's satisfactory completion of all requirements and obligations for license issuance.

### **L. PEOPLE**

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

1. Authorize funding, in an amount not to exceed \$17,000,000 for calendar year 2022, for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents.
2. Authorize renewal of the agreement with PlanSource Benefits Administration, for employee and retiree benefits and payroll integration services, for an additional one-year period in an amount not to exceed \$75,000.
3. Authorize renewal of the agreement with LinkedIn Corporation, a sole source provider, to provide recruiting and trade marketing access and services for a three year period, in a total amount not to exceed \$99,429.



4. Enter into a one-year agreement with the Houston International Seafarers' Center to provide humanitarian services to seafarers whose vessels call at the terminals of the Port Authority, effective January 1, 2022, in an amount not to exceed \$90,000.

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

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

1. Issue a purchase order to Motorola Solutions for the purchase of land mobile radio equipment including radios, batteries, chargers, related hardware, and accessories for the Operations Division and Port Security and Emergency Operations Division, using the Houston-Galveston Area Council's cooperative purchase program, in an amount not to exceed \$250,000.

#### **N. TECHNOLOGY**

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

1. Issue a purchase order to Xennex LLC for purchase of Veeam licensing and software renewal, using the United States General Services Administration, an agency of the United States, in an amount not to exceed \$90,000.

2. Ratify an emergency purchase order to CDW Government LLC in the total amount not to exceed \$70,000 for the purchase of approximately forty printers for Bayport Container Terminal and Barbours Cut Terminal.

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

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1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding proposed amendments to the agreements for legal services with (a) Ahmad, Zavitsanos, Anaipakos, Alavi & Mensing P.C. and (b) J. Kent Friedman

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)

5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)

6. Adjourn Executive Session

#### **P. RECONVENE OPEN MEETING**

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

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

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

#### **R. ADJOURN MEETING**

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1. Next Meeting Requested - January 25, 2022

2. Adjourn Port Commission Meeting