

October 18, 2018

NOTICE OF MEETING
OF THE
PROCUREMENT
AND
SMALL BUSINESS DEVELOPMENT
TASK FORCE
OF THE
PORT COMMISSION
OF THE
PORT OF HOUSTON AUTHORITY

In accordance with the official practice of the Port Commission, there is attached hereto a copy of the agenda of the meeting of the Procurement and Small Business Development Task Force of the Port Commission of the Port of Houston Authority, to be held on October 22, 2018. The Procurement and Small Business Development Task Force meeting will begin at 1:00 p.m., at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas, 77029. A quorum of the Port Commission may attend such meeting.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS



SECRETARY

AGENDA
PROCUREMENT
and
SMALL BUSINESS DEVELOPMENT
TASK FORCE
of the
PORT COMMISSION
of the
PORT OF HOUSTON AUTHORITY

October 22, 2018
1:00 p.m.

111 East Loop North Houston, TX 77029
Fourth Floor Boardroom

A. CALL TO ORDER

B. APPROVAL OF MINUTES

May 14, 2018

C. CHAIRMAN'S REMARKS AND DISCUSSION

D. APPEARANCES AND PUBLIC COMMENTS

E. GENERAL

1. Staff briefing regarding disparity study matters.
2. Staff update and discussion regarding the Small Business Development Program Second Quarter Report.
3. Staff update and discussion regarding current outreach activities, initiatives, and upcoming events related to small business and education outreach.
4. Staff update and discussion regarding the Procurement Services Department Second Quarter Report.
5. Staff update and discussion regarding pilot procedures for evaluation of Competitive Sealed Proposals.
6. Biennial assessment of, and possible action regarding, the Procurement and Small Business Development Task Force's charter, and purpose, duties, and responsibilities thereunder.

(Recess Task Force Open Meeting and convene Executive Session)

F. EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act)

G. ADJOURN EXECUTIVE SESSION AND RECONVENE OPEN MEETING

(Announce any items from Executive Session requiring Task Force action)

H. ADJOURN