

September 21, 2023

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, September 26, 2023. A quorum of the Port Commission is intended to meet at 9:15 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. The member of the Port Commission presiding over the meeting is intended to be present at that location, which shall be open to the public during the open portions of the meeting.

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.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary

September 21, 2023

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PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS

Erik A. Eriksson
Secretary

Posted at the entrance of the Port of Houston Authority Turning Basin Terminal at 111 E. Loop North, Houston, Texas, this _____, 2023 at _____, _____.m.

Removed the notice from said place of posting this _____, 2023 at _____, _____.m.



Additional Public Meeting Notifications.

1. 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 or Erik Eriksson eeriksson@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, and will be available to the public, as will written minutes after Port Commission approval.
2. 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 or Erik Eriksson eeriksson@porthouston.com, and by mail at 111 E. Loop N, Houston, Texas 77029.
3. 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.

Join meeting

More ways to join:

Join from the meeting link

<https://porthouston.webex.com/porthouston/j.php?MTID=m3d3d172e6d51d4243cb9eeb0d610dcd3>

Join by meeting number

Meeting number (access code): 2496 771 9086

Meeting password: SeptPC

Tap to join from a mobile device (attendees only)

[+1-720-650-7664,,24967719086##](tel:+1-720-650-7664,,24967719086##) United States Toll (Denver)

[+1-469-210-7159,,24967719086##](tel:+1-469-210-7159,,24967719086##) United States Toll (Dallas)

Join by phone

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+1-469-210-7159 United States Toll (Dallas)

[Global call-in numbers](#)

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Dial [24967719086@porthouston.webex.com](tel:24967719086@porthouston.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>



Tuesday, September 26, 2023
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

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

A. CALL TO ORDER

B. OPENING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - July 25, 2023

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Public Comment

F. EXECUTIVE

1. No items.

G. BUSINESS EQUITY

1. No items.

H. CHANNEL INFRASTRUCTURE

Staff Report – Selected agenda items – Charlie Jenkins, Chief Channel Infrastructure Officer

Awards, Amendments & Change Orders

1. Ratify the contract with Matthews Brothers Dredging, LLC for emergency maintenance dredging of Bayport berths 2 through 6 in the amount of \$4,518,500.

General

2. Restrict a 14.9172-acre tract of Port Authority railway right-of-way property to commercial/industrial use and plume management zone requirements, at the request of ExxonMobil Oil Corporation and as required by the Texas Commission on Environmental Quality.

Permits/Licenses/Pipeline Easements

3. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under the Port Terminal Railroad Association railroad tracks outside the entrance to Industrial Park East.
4. Approve a Port Authority adjacency barge fleeting lease agreement and issue a marine construction permit to Kirby Inland Marine, LP for approximately 15.95 acres of submerged land in the San Jacinto River at an initial monthly rental amount of \$55,825 for a ten-year term.
5. Approve a private adjacency barge fleeting lease agreement and issue a marine construction permit to Kirby Inland Marine, LP for approximately 25.91 acres of submerged land in Old River at an initial monthly rental amount of \$8,359 for a ten-year term.
6. Amend a marine construction permit to Vopak Terminal Deer Park, Inc. to repair a bulkhead, install soil anchors to stabilize an existing wall, and use approximately 1,194 cubic yards of flowable fill for the repair activities.
7. Amend a pipeline easement with Kinder Morgan Texas Pipeline, LLC to relocate a pipeline on the Beltway 8 tract.

I. COMMERCIAL

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

General

1. Authorize the sale of surplus real property totaling approximately 2.179 acres to Hugo Martinez Galarza, out of Block 19 in the John R. Harris Survey, Abstract No. 27 at the intersection of Erath and Fennell Streets in Houston, in the purchase amount of \$350,000.

Awards, Amendments & Change Orders

2. Approve a two-year professional services contract with a one-year mutual extension option with Flensburg and Associates GmbH for trade development services in Europe, the Middle East, and Africa in an amount not to exceed \$278,161 for the two-year contract period and in an amount not to exceed \$145,370 for the one-year extension option period, with such amounts including fees for the services and reimbursable expenses for related travel and business.
3. Approve a two-year professional services contract with a one-year mutual extension option with Ben Line Agencies (Singapore) PTE LTD for trade development services in Asia in an amount not to exceed \$406,894 for the two-year contract period and in an amount not to exceed \$207,900 for the one-year extension option period, with such amounts including fees for the services and reimbursable expenses for related travel and business.

Leases

4. Ratify the extended term of a month-to-month lease with Empire Stevedoring (Houston) Inc. for approximately 0.69 acres out of Block 12 at Southside Wharves, at an annual base rent of approximately \$20,401.

J. FINANCE

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

Awards, Amendments & Change Orders

1. Approve staff's selection of five investment banking and debt underwriting firms to add to the existing Port Commission-approved pool from which to select firms for the Port Authority's future financing requirements.

General

2. Amend the contract for Excess Umbrella Liability coverage with carrier Lloyds of London, in an amount not to exceed \$418,000.

3. Adopt an amended investment policy for the Port of Houston Authority Restated Retirement Plan (Pension Plan).

4. 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.

5. Adopt a revised Statement of Objectives and Policy for the Port Authority 401(a) Defined Contribution and 457(b) Deferred Compensation Plans.

K. INFRASTRUCTURE

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

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year environmental services agreement to WCA Waste Systems, Inc. dba GFL Environmental, for scrap tire removal and disposal services for Port Authority facilities in an amount not to exceed \$200,000.

2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$182,002, for programming the proposed new administration building at Barbours Cut Terminal, to the top- ranked proposer, PGAL, Inc.

3. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$552,760 for the facility inspection and condition assessment program (FICAP) of marine structures for 2023, to the top-ranked proposer, Green Rubiano & Associates.

4. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$154,000 for programming of the Maintenance Building Annex at Bayport Container Terminal, to the top- ranked proposer RDLR Architects, Inc.

5. Approve staff's ranking of vendors and award a construction contract, in an amount not to exceed \$154,795 for demolition of the Auto Terminal Building at Bayport Container Terminal, to the top-ranked proposer Grant Mackay Company, Inc.

6. Award a construction contract to Pfeiffer and Son, Ltd. for electrical cable reroute to power four ship-to- shore cranes at Wharves 5 and 6 at Barbours Cut Terminal, in an amount not to exceed \$564,055.

7. Approve staff's ranking of vendors and award a construction contract, in an amount not to exceed \$117,825,433 for the construction of Wharf 7 at Bayport Container Terminal, to the top-ranked proposer Russell Marine, LLC.
8. Approve staff's ranking and award a professional services contract, in an amount not to exceed \$800,000 to perform construction material testing services for the construction of Wharf 7 at Bayport Container Terminal, to the top-ranked proposer Aviles Engineering Corporation.
9. Amend the professional services contract with Jacobs Engineering Group, Inc., to perform construction phase services for construction of Wharf 7 at Bayport Container Terminal, in an amount not to exceed \$810,761.
10. Amend a professional services contract with AECOM Technical Services, Inc., to perform additional work associated with the planning and design for reconstruction of 87 acres of container yard at Barbours Cut Terminal, in an amount not to exceed \$99,838.
11. Amend the professional services contract with Jacobs Engineering Group, Inc., to perform additional work associated with the design of Wharf 1 at Bayport Container Terminal, in an amount not to exceed \$3,800,000.
12. Approve a change order with Forde Construction Company, Inc., to perform additional work associated with the new fender system at Wharf 1 at Turning Basin Terminal, in an amount not to exceed \$261,764.
13. Approve a change order with Rigid Constructors, LLC, to perform additional work associated with the construction of the 12-acre expansion of an interim container storage facility for redevelopment of the west end of Barbours Cut Terminal, in an amount not to exceed \$260,135.
14. Approve a change order with Hi-Tech Electric, Inc., to perform additional work associated with the medium voltage electrical cable installation at Bayport Container Terminal, in an amount not to exceed \$321,401.
15. Approve a change order with George Hedge Contractors, Inc., to perform close-out work associated with construction of the rail spur at Bayport Container Terminal Phase 2, in an amount not to exceed \$457,032.

General

16. Enter into an Interlocal Agreement with Harris County to provide wage rate compliance services for a one-year term in an amount not to exceed \$98,905.

L. OPERATIONS

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

Awards, Amendments & Change Orders

1. Award a two-year contract to Dow Pipe & Fence Supply Company for the purchase of fence parts and supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$200,000.

2. Award a two-year contract to Rush Truck Centers of Texas, LP dba Rush Truck Center, Houston, for the purchase of Cummins diesel engine parts and related services for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, in an amount not to exceed \$2,500,000.
3. Award a service contract to Shermco Industries for repairs to crane 212 at Bayport Container Terminal in an amount not to exceed \$121,600.
4. Award a three-year contract to Kalmar USA Inc., Bromma Americas, the sole source provider, for the purchase of twistlocks and spreader bar related parts for wharf and rubber-tired gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$4,500,000.
5. Award a contract to ZPMC North America, Inc., the sole source provider, for the purchase of three headblocks for wharf cranes at Barbours Cut Terminal in an amount not to exceed \$175,000.
6. Award a two-year contract to Briggs Equipment, the sole source provider, for the purchase of captive spare and replacement parts for Hyster container handling equipment at Barbours Cut Terminal in an amount not to exceed \$350,000.
7. Award a contract to Cargotec CHS Pte Ltd, Bromma, the sole source provider, for the purchase of four telescopic spreader bars for Barbours Cut Terminal in an amount not to exceed \$919,500.
8. Amend the contract with Gantrex, Inc. to perform additional services for replacement of trolley rails for nine machinery-on-trolley wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$790,000.

General

9. Authorize an interlocal agreement in an amount not to exceed \$25,000 with San Jacinto Community College District for commercial driver license training courses and related services.
10. Ratify the extended term of a month-to-month lease with Cooper/Ports America, LLC, for approximately 10.27 acres at BCT, at a monthly base rent of approximately \$22,547.53.
11. Authorize a no-fee License Agreement with BWC Terminals LLC within Manchester Terminal Wharves 2 and 3, to implement the preconstruction improvements for operational use outside of the future construction limits of Manchester Wharf 2.

M. PEOPLE

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

Awards, Amendments & Change Orders

1. Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2024 in a total amount not to exceed \$2,669,384 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 and (c) Voya, for long-term disability (LTD) coverage and short-term disability (STD) coverage.

2. Authorize amendment of the agreement with PlanSource Benefits Administration, Inc., for employee and retiree benefits and payroll integration services for an additional two-year period, in an amount not to exceed \$201,197.

3. Authorize an amendment to increase the amounts of the group insurance agreements with Hartford Life and Accident Insurance Company for long-term disability (LTD) coverage and short-term disability (STD) coverage for active employees for the calendar year 2023 by an amount not to exceed \$115,000.

N. SECURITY AND EMERGENCY OPERATIONS

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

Awards, Amendments & Change Orders

1. Approve a two-year extension to the professional services contract with E3 OMI for hazardous materials incident response services in the amount not to exceed \$300,000.

General

2. Adopt a resolution regarding designation of the Houston Ship Channel Complex as a multisector critical infrastructure industrial zone.

O. TECHNOLOGY

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

Awards, Amendments & Change Orders

1. Issue a purchase order to Solid Border Inc., for annual technical support, software, subscriptions and maintenance for firewalls and virtual private network (VPN) connectivity at all Port Authority locations, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program, in an amount not to exceed \$195,000.

2. Amend the contract with ManageForce Corporation for technical services regarding JDEdwards Enterprise Resource Planning Software to provide additional support services and extend the term through December 2025, in an amount not to exceed \$748,230.

P. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) 33 U.S.C.A. §§5(b) and 2236 and (ii) proposed amendment to the agreement for legal services with Best Best & Krieger LLP

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 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

Q. RECONVENE OPEN MEETING

1. Announce any items from Executive Session requiring Port Commission action
2. Regular Code of Ethics training and review

R. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

S. ADJOURN MEETING

1. Next Meeting Requested - October 24, 2023
2. Adjourn Port Commission Meeting