

October 19, 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, October 24, 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



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 Liana Christian lchristian@porthouston.com or Erik Eriksson eeriksson@porthouston.com. They may also be reached by telephone at (713) 670-2615 or (713) 670-2614, and by mail at 111 E. Loop N, Houston, Texas 77029.
 - 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 Liana Christian or Erik Eriksson at least three days prior to the meeting.
3. This meeting will offer the options to participate by videoconference (see next page) or in-person. Restrictions regarding allowable room capacity and seating arrangements may be in place at the meeting.



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=m4aef5abd5fbdcd8a98fe4f6c33f4d599>

Join by meeting number

Meeting number (access code): 2495 075 4334

Meeting password: OctPC23

Tap to join from a mobile device (attendees only)

+1-720-650-7664,,24950754334## United States Toll (Denver)

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Dial [24950754334@porthouston.webex.com](tel:24950754334@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.

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Tuesday, October 24, 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 - September 26, 2023

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Rear Admiral Arguin, Assistant Commandant for Prevention Policy (CG-5P), U.S. Coast Guard
2. Public Comment

F. EXECUTIVE

Staff Report – Selected agenda items – Tom Heidt, Chief Operating Officer

Awards, Amendments & Change Orders

1. Authorize an advanced funding agreement with the State of Texas, acting by and through the Texas Department of Transportation, to receive grant funding in the amount of \$35,981,933.

General

2. Approve Port Commission committee and task force chairs and members.

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. Amend the contract with Weeks Marine Inc. to modify the scope of work for Houston Ship Channel, Redfish to Bayport - Alternate B (Hydraulic Dredging to Three Bird Island Marsh) to include the removal of additional material in Houston Ship Channel Acceptance Section 4 (HSC STA. 49+000 to 57+000), in an additional amount not to exceed \$803,040.

Permits/Licenses/Pipeline Easements

2. Issue a marine construction permit to Baywater Operating, LLC for a drilling barge, well heads, and to dredge a slip for access to Scott Bay.
3. Transfer, renew, and amend a pipeline license to INV Propylene, LLC for one 6-inch pipeline and one 8-inch pipeline and add cathodic protection equipment in multiple locations to pipelines crossing the Port Terminal Railroad Association Southside Mainline railroad right-of-way, for \$405,533.36 for the first ten years of the 30-year term.
4. Amend a 4-inch pipeline license to INV Propylene, LLC to add cathodic protection equipment in multiple locations to a pipeline crossing the Port Terminal Railroad Association Southside Mainline railroad right-of-way.

I. COMMERCIAL

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

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year professional service contract in an amount not to exceed \$420,000 annually, with an option for a \$450,000 one-year extension, for media buy services to the top-ranked proposer: staff ranking - first, Love Advertising Inc.; second, BQR Advertising and Public Relations, Inc.
2. Approve the contract for services to host the 2024 Houston International Maritime Conference at the Hilton Americas Hotel in an amount not to exceed \$350,000.
3. Authorize a three-year contract with S&P Global Limited for access to its Global Trade Analytics Suite Port Import/Export Reporting Service (PIERS) 2024 through 2026 databases and optional industry reports, effective January 1, 2024, in a total amount not to exceed \$319,084.

Leases

4. Approve a lease for a five-year term with Enstructure Richardson I LLC for approximately 86,000 square feet of warehouse space and 0.5 acres out of Block 26C at Industrial Park East, at an annual base rent of approximately \$381,103, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.
5. Approve a 3.5% lease rate increase for twenty-two ratified Port Authority month-to-month leases and new month-to-month leases, effective no earlier than January 1, 2024.

6. Approve an amendment to the lease with Enstructure Richardson I LLC for approximately 0.9 acres, and 7,700 square feet of rail shed out of Block 5C at the Northside Turning Basin, to extend the term for one year effective no earlier than January 1, 2024, at an annual base rent of approximately \$46,200, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

7. Approve an amendment to the lease with Enstructure Richardson I LLC for approximately 8.32 acres out of Block 20A at Clinton Drive to extend the term for one year effective no earlier than January 1, 2024, at an annual base rent of approximately \$215,869, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

J. FINANCE

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

Awards, Amendments & Change Orders

1. Approve a two-year extension for the fourth and fifth years of the professional audit services agreement with FORVIS, LLP in amounts not to exceed \$380,000 and \$390,000 respectively.

General

2. Adopt a revised Investment Policy for Port Authority funds, including operating, project, debt service, and debt service reserve funds, and approve the Port Authority's revised Internal Controls for Investments.

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 construction contract in an amount not to exceed \$1,544,950 for the "Yacht Basin" bulkhead repair at CARE Terminal, to the top-ranked proposer Russell Marine, LLC.

2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$76,721,864 for the rehabilitation of Wharves 4 and 5 at Barbours Cut Terminal, to the top-ranked proposer McCarthy Building Companies.

3. Approve staff's ranking and award a professional services contract in the amount of \$500,000 to perform construction material testing services for the rehabilitation of Wharves 4 and 5 at Barbours Cut Terminal, to the top-ranked proposer Ninyo & Moore.

4. Amend a professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional work associated with the planning and design of Container Yard 1 South at Bayport Container Terminal in an amount not to exceed \$3,350,000.

5. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Container Yards 4 North and 5 North of the reconstruction of 87 acres of container yards at Barbours Cut Terminal in an amount not to exceed \$532,257.

6. Approve a change order with David E. Harvey Builders, Inc. to perform additional work associated with construction of the maintenance complex at Barbours Cut Terminal in an amount not to exceed \$317,527.

7. Approve a change order with R&T Ellis Excavating, Inc. to perform additional work associated with land development of 35-acres south of Port Road at Bayport Container Terminal in an amount not to exceed \$6,500,000.

L. OPERATIONS

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

Awards, Amendments & Change Orders

1. Award a two-year contract to Bishop Lifting Products, Inc. for the purchase of wire ropes and related components for Barbours Cut Terminal, Bayport Terminal, and Turning Basin Terminal in an amount not to exceed \$2,000,000.

2. Award a three-year contract to Northline South, LLC for the purchase of new and repaired electronic components for wharf and rubber-tired gantry cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$2,750,000.

M. PEOPLE

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

Awards, Amendments & Change Orders

1. Authorize an agreement with Aetna Life Insurance Company for stop-loss insurance coverage for the calendar year 2024 for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents, in an amount not to exceed \$2,138,547, and authorize renewal negotiations with Aetna Life Insurance Company prior to contract expiration.

N. SECURITY AND EMERGENCY OPERATIONS

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

Awards, Amendments & Change Orders

1. Award a purchase order to Rental Pump Parts, LLC for the purchase of two portable fire pumps in an amount not to exceed \$126,000.

2. Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2023-2024) contribution in an amount not to exceed \$61,675.

General

3. Approve assignment of an agreement for a drone detection system by 911 Security Cameras Inc. to AirSight Inc.

O. TECHNOLOGY

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

Awards, Amendments & Change Orders

1. Approve a purchase order to Xenex LLC for the purchase of support and maintenance of the Port Authority's Netapp data storage environment (data and hard drive storage), using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$225,000.
2. Issue a purchase order to TanChes Global Management, Inc for networking equipment for the new maintenance building at Barbours Cut Terminal, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$242,000.
3. Approve a change order to SHI Government Solutions, Inc. for additional Microsoft licensing and subscriptions using the Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$300,000.

P. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Barbours Cut Terminal vicinity properties
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

R. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

S. ADJOURN MEETING

1. Next Meeting Requested - November 13, 2023 Budget Workshop
2. Adjourn Port Commission Meeting