

February 22, 2024

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 Thursday, February 29, 2024. 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=m901badd2c99e845d09b37e1200b6e979>

Join by meeting number

Meeting number (access code): 2491 253 3734

Meeting password: FebPC24

Tap to join from a mobile device (attendees only)

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Thursday, February 29, 2024
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 - January 23, 2024

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Public Comment

F. EXECUTIVE

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

Awards, Amendments & Change Orders

1. Amend the professional services contract with Pierpont Communications, Inc. for corporate communications consulting and support for a one-year term in an amount not to exceed \$216,000.
2. Amend the professional services contract with The Daniels Group a/k/a The Daniels Strategy Group, LLC for civic engagement support and consulting for a one-year term in an amount not to exceed \$168,000.

General

3. Authorize the Chief Legal Officer to Appoint the Port Authority's Records Management Officer.
4. Amend the records management program regarding the appointment of a records management officer.
5. Amend the proposed 2024 Incentive Award Plan.

6. Memorandum of Understanding with the Board of Trustees of the Galveston Wharves regarding joint development and use of certain portions of Pelican Island.

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. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$136,603,640 for dredging of the Houston Ship Channel between Bayport and Morgan's Point, Houston Ship Channel Station 16+000 to Houston Ship Channel Bayou Station 27+48.18 to the top- ranked proposer: staff ranking - first, Callan Marine, Ltd.; and second, Weeks Marine, Inc.

2. Amend a professional services contract with TC&B/GBA, a joint venture of Turner Collie & Braden Inc. and Gahagan & Bryant Associates, Inc. to provide continued engineering, design, project coordination, and other general assistance for the Houston Ship Channel Expansion Channel Improvement Project in an amount not to exceed \$5,660,320.

Permits/Licenses/Pipeline Easements

3. Approve renewal of the following expiring Port Authority licenses for new thirty-year terms: Easton Energy Pipelines LLC, KM Liquids Terminals LLC, and Kinder Morgan Tejas Pipeline LLC.

4. Issue a pipeline license to Kinder Morgan Texas Pipeline LLC for a surface site and an access road on the west side of the Beltway 8 property adjacent to the Sam Houston Tollway bridge.

5. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line over the Port Terminal Railroad Association's Southside Mainline railroad right-of-way near North South Street.

6. Amend a marine construction permit issued to Deer Park Refining, LP to expand an existing bulkhead and to install a pier for mooring a firefighting boat.

I. COMMERCIAL

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

Awards, Amendments & Change Orders

1. Award a professional services contract to Barbara Spector Yeninas Associates Inc. to coordinate sponsorship sales, tickets sales, advertising, promotion, hospitality, panelists, and entertainment for the Houston International Maritime Conference for a base amount of \$70,350, plus 20% commission on sponsorship, advertising, and ticket sales in an amount not to exceed \$153,000, and reimbursable expenses not to exceed \$8,000, for a total amount not to exceed \$231,350.

Leases

2. Amend the lease with TPC Group LLC for approximately 6 acres out of Block 3 at Sims Bayou to extend the term for one year, at an annual base rent of approximately \$288,501.

3. Amend the lease with Enstructure Richardson I LLC for approximately 2.07 acres out of Block 29 at Industrial Park East, to extend the term for five-years, at an annual base rent of approximately \$84,199, 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 the purchase of insurance from various carriers effective March 1, 2024, for the Port Authority's annual primary and excess property and casualty insurance coverage needs, in a total amount not to exceed \$7,652,000.

2. Authorize \$1,400,000 to fund the Port Authority's self-insurance loss fund account for workers' compensation and liability claims for insurance year 2024-2025 and authorize its third-party claims administrator to pay claims in accordance with the Amended Insurance Program and Indemnification Policy dated February 2018.

General

3. Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies.

4. Authorize termination of the investment management agreement with Stacey Braun Associates, Inc. for the Port of Houston Authority Restated Retirement Plan (Pension Plan).

5. Authorize the Fidelity Large Cap Growth Index Fund (FSPGX) as a new large cap growth investment manager for the Port of Houston Authority Restated Retirement Plan (Pension Plan).

6. Authorize the Fidelity Large Cap Growth Index Fund (FSPGX) as a new large cap growth investment manager for the Port of Houston Authority Other Post-Employment Benefits (OPEB) Plan, an irrevocable trust established for other post-employment benefits.

7. Acknowledge receipt and filing of the report regarding the Port of Houston Authority Restated Retirement Plan (Pension Plan) prepared by Champion Capital Research, Inc., an independent investment consultant, as required by Texas Government Code Sec. 802.109.

8. Enter into an Interlocal Agreement with Purchasing Cooperative of America to participate in its cooperative purchasing program.

9. Approve the hiring of Yolanda Ramirez as a casual employee to provide services relating to the audit cycle and implementation of an enterprise resource planning system.

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 professional services contract in an amount not to exceed \$275,860 to support the development of Port Houston plans (2025 Strategic Plan and 2050 Plan), to the top ranked proposer City and Sea Group LLC dba CAS Group LLC.

2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$657,057 for the demolition of Crane No. 11 at Barbours Cut Terminal, to the top-ranked proposer Grant Mackay Company, Inc.
3. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$800,000 for the annual concrete replacement at Turning Basin Terminal in 2024, to the top-ranked proposer Resicom, Inc.
4. Award a professional services contract to Lloyd Engineering for the design of Wharf 20/21 bulkhead rehabilitation at Turning Basin Terminal in an amount not to exceed \$785,485.
5. Award a professional services contract with Generocity Services, Inc. for hyperchlorination and installed supplemental chlorination systems throughout Barbours Cut Terminal in an amount not to exceed \$250,000.
6. Issue a purchase order to FPS, LP dba Office Furniture Connection for the pre-order, purchase and installation of office furniture for the maintenance and repair building at Barbours Cut Terminal, using Purchasing Cooperative of America, a cooperative purchase program, in an amount not to exceed \$173,213.
7. Enter into a construction services agreement with Southwestern Bell Telephone Company (dba AT&T Texas) for proposed fiber optic services and removal of the remote terminal hut in the future Container Yard 8 at Bayport Container Terminal and authorize a payment thereunder in an amount not to exceed \$250,000.
8. Amend the professional services contract with AECOM Technical Services, Inc. to perform additional work associated with the bid and construction phase for reconstruction of Container Yards 6 and 7 at Barbours Cut Terminal in an amount not to exceed \$932,132.
9. Amend the professional services contract with Walter P. Moore & Associates Inc. to perform additional design and construction phase services associated with the rehabilitation of Transit Sheds 18 and 19 at the Turning Basin Terminal in an amount not to exceed \$74,000.
10. Approve a change order with Indi Construction Partners, LLC to perform additional work associated with the construction of the maintenance building addition and canopy enclosure at Bayport Container Terminal in an amount not to exceed \$118,890.
11. Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with construction of Container Yard 1 North and Middle at Bayport Container Terminal in an amount not to exceed \$209,110.

L. OPERATIONS

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

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$2,000,000 for railroad repair services at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposers: staff ranking - first, Railworks Track Systems, Inc., second, Ameritrack Rail; and third, LJA Infrastructure, Inc.

2. Award a two-year contract to Maxim Crane Works, LP for crane rental services for maintenance of equipment and facilities at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$500,000.
3. Award a three-year contract to ZPMC North America, Inc. (ZPMC), the sole source provider, for the purchase of captive replacement parts for ZPMC cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$1,000,000.
4. Award a two-year job order contract to Structural Concrete Systems, LLC for general facility repairs, using the Omnia Partners, a cooperative purchase program contract, in an amount not to exceed \$1,000,000, and a two-year job order contract with Generocity Services, Inc. for general facility repairs, using Harris County Department of Education's Choice Partners, a cooperative purchase program, in an amount not to exceed \$1,000,000, for a total amount not to exceed \$2,000,000.

Leases

5. Authorize a fifteen-year lease (with three five-year extension options) with Hansen Metro Elevation LLC, for the 19.1-acre site including Houston Public Grain Elevator No. 1 at the North Side Turning Basin at a monthly base rent beginning at \$63,429.69 and subject to annual increases, with a total rent abatement amount not to exceed \$9,853,132.

M. PEOPLE

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

Awards, Amendments & Change Orders

1. Authorize the renewal of the agreement with Unicare Building Maintenance Inc. for cleaning services for the Executive Office Building, Port Coordination Center, Central Maintenance buildings, Sam Houston Pavilion, and ten gatehouses at the Turning Basin Terminal for an amount not to exceed \$425,880 for an additional two-year term.

N. SECURITY AND EMERGENCY OPERATIONS

1. No Items.

O. TECHNOLOGY

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

Awards, Amendments & Change Orders

1. Amend the Port Authority's purchase order and contract with HP Inc. for the purchase of laptops, desktops, tablets, ruggedized devices, related accessories, and services, using the Interlocal Agreement with the City of Houston and Metropolitan Transit Authority of Harris County, to increase the amount of the purchase order by an amount not to exceed \$3,400,000 and extend the term for a period of five years.
2. Issue a purchase order to CDWG for purchase of VMWare annual software licensing and software support to the Port Authority's existing Information Technology infrastructure, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$151,000.

3. Issue a purchase order to Smart-Tecs LLC, the sole source provider, for the purchase of spare parts for the Gate Operating System environment in an amount not to exceed \$125,000.
4. Issue a purchase order to Tanches Global Management, Inc. for purchase of Cisco Duo Premier for Multi-Factor Authentication, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$284,240.
5. Issue a purchase order to Freeit Data Solutions for purchase of Cloudflare Web Application Firewall, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$266,000.

P. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) claims regarding Great Lakes Dredge & Dock Company, LLC, (ii) 33 U.S.C.A. §§5(b) and 2236, and (iii) proposed amendments to the agreements for legal services with Andrews Myers, P.C. and Best Best & Krieger LLP
2. Real Estate (Section 551.072, Texas Open Meetings Act) Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
3. Employment and Evaluation of Public Officers and Employees (Section 551.074, Texas Open Meetings Act)
4. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)
5. Adjourn Executive Session

Q. RECONVENE OPEN MEETING

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

R. CHANNEL INFRASTRUCTURE

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

Awards, Amendments & Change Orders

1. Amend the contract with Great Lakes Dredge & Dock Company for dredging the Houston Ship Channel between Station 73+467 and 138+369 in a reductive amount of (\$170,822.70).

S. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

T. ADJOURN MEETING

1. Next Meeting Requested - March 26, 2024
2. Adjourn Port Commission Meeting