

December 6, 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 Tuesday, December 10, 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 Marilyn Navarro [mnavarro@porthouston.com](mailto:mnavarro@porthouston.com) or Erik Eriksson [eriksson@porthouston.com](mailto:eriksson@porthouston.com). They may also be reached by telephone at (713) 670-2817 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 Marilyn Navarro 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=m5eaef19faec475b4c812a764ee401d85>

**Join by meeting number**

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**Tuesday, December 10, 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**

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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 22, 2024

**D. STAFF REPORTS**

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1. Summary of selected financial and operational matters

**E. APPEARANCES**

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1. Captain Keith M. Donohue, Commanding Officer, U.S. Coast Guard Sector Houston-Galveston
2. Public Comment

**F. EXECUTIVE**

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1. No items.

**G. BUSINESS EQUITY**

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1. No items.

**H. CHANNEL INFRASTRUCTURE**

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**Staff Report** – Selected agenda items – Lori Brownell, Chief Channel Infrastructure Officer

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

1. Amend the professional engineering and auditing services contract with Freese & Nichols, Inc. to (i) extend the term of the contract beyond December 31, 2026, and (ii) expand the scope of services at no additional cost to include the proposed Bayport Container Terminal East End project development.

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

2. Approve the renewal of expiring Port Authority pipeline and transmission line licenses for thirty-year terms for the following entities: ETP Crude LLC and INEOS Chocolate Bayou Pipeline LLC.
3. Issue a marine construction permit to the Buffalo Bayou Partnership for the relocation of an existing floating dock and the construction of new related structures located in Buffalo Bayou.
4. Issue a marine construction permit to the Texas General Land Office for construction of a Texas Coastal Ocean Observation Network station in the San Jacinto River.

## **I. COMMERCIAL**

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

### ***Leases***

1. Approve an amendment to the lease with the Port Terminal Railroad Association for approximately 0.457 acres at Clinton Drive and Dorsett Street, Houston, Texas to extend the term for five years, at an annual base rent of \$11,614.53, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.
2. Approve an amendment to the lease with AllTrans Port Services LLC for approximately 4.23 acres out of Block 23C at Industrial Park East to extend the term for five years, at an annual base rent of \$186,832.08, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index

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

3. Approve the contract for services to host the 2025 Houston International Maritime Conference at the Hilton Americas Hotel in an amount not to exceed \$350,000.

### ***Project 11***

4. Approve an amendment to extend the term of the existing license agreement or, alternatively, a new license agreement, with Harris County, Texas, granting the Port Authority access over approximately 0.426 acres within its property located adjacent to the Beltway 8 property.
5. Approve an amendment to extend the term of the existing license agreement or, alternatively, a new license agreement, with Union Pacific Railroad Company, granting the Port Authority access over Union Pacific Railroad Company's right-of-way located adjacent to the Beltway 8 property.
6. Approve an amendment to extend the term of the existing license agreement or, alternatively, a new license agreement, with Port Terminal Railroad Association, granting the Port Authority access over Port Terminal Railroad Association's rail crossing located adjacent to the Beltway 8 property.

## **J. FINANCE**

***Staff Report*** – Selected agenda item – Tim Finley, Chief Financial Officer

### ***General***

1. Authorize payment to the Harris County Appraisal District for appraisal services for fiscal year 2025 in an amount not to exceed \$405,000, and to the Harris County Tax Assessor-Collector for collection services for the 2024 tax year in an amount not to exceed \$1,100,000.

## **K. INFRASTRUCTURE**

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**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 \$80,298,233 for the construction of Container Yard 8 at Bayport Container Terminal, to the top-ranked proposer Satterfield & Pontikes Construction, Inc.
2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$600,000, for construction material testing services for construction of Container Yard 8 at Bayport Container Terminal, to the top-ranked proposer Ninyo & Moore Geotechnical and Environmental Sciences.
3. Amend the professional services contract with Lockwood, Andrews & Newnam, Inc., to perform construction-phase services for the construction of Container Yard 8 at Bayport Container Terminal, in an amount not to exceed \$504,871.
4. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$1,576,469 for the communication and power layout expansion at the west end of Barbours Cut Terminal, to the top-ranked proposer McDonald Municipal and Industrial - a Division of C.F. McDonald Electric, Inc.
5. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$9,281,420 for the repair of the Wharves 20 and 21 bulkheads at Turning Basin Terminal, to the top-ranked proposer Orion Construction, LLC.
6. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$7,859,779 for the construction of Container Yard 1 South Phase 1 at Bayport Container Terminal, to the top-ranked proposer Satterfield & Pontikes Construction, Inc.
7. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$490,000 for the 2025 annual fender maintenance at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Taylor Marine Construction, Inc.
8. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$900,000 for the 2025 annual wharf and rubber-tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Blastco Texas, Inc.
9. Amend the professional services contract with RDLR Architects, Inc. to perform work associated with the additional scope and redesign of the maintenance building annex at Bayport Container Terminal in an amount not to exceed \$162,106.
10. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$4,996,697 for Greens Bayou property clearing and grubbing, to the top-ranked proposer MitRes Services, LLC dba Mitigation Resources of North America.

11. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$2,227,413 for the 2025 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Forde Construction Company, Inc.

12. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$1,000,000 for the 2025 annual pavement replacement at Turning Basin Terminal, to the top-ranked proposer Roman Emperors Road, LLC.

13. Amend the professional services contract with Woolpert, Inc. to perform construction phase services associated with the 2024 design of (i) annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, (ii) annual concrete replacement, and (iii) pavement, drainage improvement, and dust control work at Turning Basin Terminal, in an amount not to exceed \$22,300.

14. Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the expansion of exit gate facilities at Bayport Container Terminal in an amount not to exceed \$238,496.

15. Approve a change order with McCarthy Building Services, Inc. to perform additional work associated with Container Yards 6 and 7 at Barbours Cut Terminal in an amount not to exceed \$212,584.

**General**

16. Assign the professional services contract with PRD Land Development Services, LLC to Dunaway Associates, LLC for the predevelopment design on Memorial Tract property.

**L. MAINTENANCE**

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**Staff Report** – Selected agenda item – Paulo Soares, Chief Port Maintenance Officer

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

1. Award a contract to Briggs Equipment, using the Local Government Purchasing Cooperative's BuyBoard program, a cooperative purchase program, for the purchase of two manlift: one Genie Telescopic Boom Model S85XC for Bayport Container Terminal, in an amount not to exceed \$170,000, and one Genie Self-Propelled Articulated Boom Model X-80/60 for Turning Basin Terminal, in an amount not to exceed \$170,000, for a total contract amount not to exceed \$340,000.

**M. OPERATIONS**

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**Staff Report** – Selected agenda items – Ryan Mariacher, Chief Port Operations Officer

**General**

1. Issue Stevedore Licenses for one-year terms commencing January 1, 2025 to Agri American Stevedores, LLC; APS Stevedoring, LLC; BBM Terminals Corp.; Cooper/Ports America, LLC.; CT Stevedoring, Inc.; Enstructure Richardson II, LLC; Gulf Stream Marine, Inc.; Jacintoport International, LLC; Kinder Morgan, Inc.; QSL (previously Empire Stevedoring); Schroder Marine Service; SSA Gulf, Inc.; Suderman Contracting Stevedoring, Inc.; and Terminal Link Texas, upon each applicant's satisfactory completion of all requirements and obligations for license issuance.

## **Leases**

2. Approve amendments to the following chassis leases with the Port Authority as lessee: (i) with Interpool, Inc. dba TRAC Intermodal to increase the total base rent by \$69,571, and (ii) with Milestone Equipment Company LLC to increase the total base rent amount by \$293,436.

## **N. PEOPLE**

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

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

1. Authorize funding for calendar year 2025 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, in an amount not to exceed \$17,000,000.
2. Award a three-year contract with LinkedIn Corporation, the sole source provider, for recruiting and trade marketing access and services, in a total amount not to exceed \$119,373.
3. Issue a purchase order to Office and Furniture Companies of Texas LLC DBA Greater Houston Office Products for the purchase of office supplies, toner cartridges, and copy machine paper, using OMNIA Partners, Public Sector (FKA National Intergovernmental Purchasing Alliance), a cooperative purchase program, in an amount not to exceed \$192,000.

### ***General***

4. Adopt the proposed 2025 Incentive Award Plan.

## **O. SECURITY AND EMERGENCY OPERATIONS**

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1. No items.

## **P. TECHNOLOGY**

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

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

1. Approve staff's ranking of vendors and authorize a five-year Cisco SmartNet and Enterprise agreement in an amount not to exceed \$3,800,000 with the top-ranked proposer CDW-G, LLC.
2. Award a contract to SDI Presence, LLC for the implementation and subscription licensing of ServiceNow using the Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$800,000 over a three-year period including a three-year service subscription agreement.
3. Issue a purchase order to TanChes Global Management Inc. for the purchase of Information Technology network hardware, software, subscriptions, maintenance and support, and associated peripherals, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$1,800,000.

## **Q. 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 (i) claims of Curtin Maritime Corp., and (ii) the Memorandum of Settlement Agreement with the City of Seabrook, Texas



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

**R. RECONVENE OPEN MEETING**

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

**S. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS**

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

**T. ADJOURN MEETING**

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1. Next Meeting Requested - January 23, 2025
2. Adjourn Port Commission Meeting