

INDEX

PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY OF THE PORTS OF HARRIS COUNTY, TEXAS December 10, 2024

Minute No.

Event/Action

General

Chairman Campo convened the in-person and virtual Port Commission meeting and provided opening remarks along with Port Commissioners

Minutes

2024-1210-01 Approve the minutes of the October 22, 2024 Port Commission meeting

Staff Reports

2024-1210-02 Charlie Jenkins, Chief Executive Officer, presented a summary of selected financial and operational matters

Appearances

2024-1210-03(a) Chairman Campo introduced Captain Keith M. Donohue, Commanding Officer, U.S. Coast Guard Sector Houston- Galveston, who addressed the Port Commission, and Rear Admiral Jason Tama, Commander, Coast Guard Cyber Command, also addressed the Port Commission

2024-1210-03(b) Chairman Campo introduced Joe Jennings, Schiller Institute, who addressed the Port Commission

2024-1210-03(c) Chairman Campo introduced Bridgette Murray (virtual), who addressed the Port Commission

F. Executive (No items)

G. Business Equity (No items)

H. Channel Infrastructure

2024-1210-04 Staff Report – Selected agenda items –Leia Wilson, Director, Channel Infrastructure

2024-1210-05 Amend the professional engineering and auditing services contract with Freese & Nichols, Inc. to (i) extend the term of the contract beyond

<u>Minute No.</u>	<u>Event/Action</u>
	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
2024-1210-06	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
2024-1210-07	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
2024-1210-08	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

2024-1210-09	Staff Report – Selected agenda item – Isaac Kyle, Director, Real Estate
2024-1210-10	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
2024-1210-11	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
2024-1210-12	Approve the contract for services to host the 2025 Houston International Maritime Conference at the Hilton Americas Hotel
2024-1210-13	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
2024-1210-14	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

<u>Minute No.</u>	<u>Event/Action</u>
2024-1210-15	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
2024-1210-16	Staff Report – Selected agenda item – Curtis Duncan, Controller
2024-1210-17	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
2024-1210-18	Staff Report – Selected agenda items – Rich Byrnes, Chief Infrastructure Officer
2024-1210-19	Approve staff's ranking of vendors and award a construction contract for the construction of Container Yard 8 at Bayport Container Terminal, to the top-ranked proposer Satterfield & Pontikes Construction, Inc.
2024-1210-20	Approve staff's ranking of vendors and award a professional services contract 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
2024-1210-21	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
2024-1210-22	Approve staff's ranking of vendors and award a construction contract 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.
2024-1210-23	Approve staff's ranking of vendors and award a construction contract for the repair of the Wharves 20 and 21 bulkheads at Turning Basin Terminal, to the top-ranked proposer Orion Construction, LLC
2024-1210-24	Approve staff's ranking of vendors and award a construction contract for the construction of Container Yard 1 South Phase 1 at Bayport Container Terminal, to the top-ranked proposer Satterfield & Pontikes Construction, Inc.

<u>Minute No.</u>	<u>Event/Action</u>
2024-1210-25	Approve staff's ranking of vendors and award a construction contract for the 2025 annual fender maintenance at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Taylor Marine Construction, Inc.
2024-1210-26	Approve staff's ranking of vendors and award a construction contract 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.
2024-1210-27	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
2024-1210-28	Approve staff's ranking of vendors and award a construction contract for Greens Bayou property clearing and grubbing, to the top-ranked proposer MitRes Services, LLC dba Mitigation Resources of North America
2024-1210-29	Approve staff's ranking of vendors and award a construction contract for the 2025 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Forde Construction Company, Inc.
2024-1210-30	Approve staff's ranking of vendors and award a construction contract for the 2025 annual pavement replacement at Turning Basin Terminal, to the top-ranked proposer Roman Emperors Road, LLC
2024-1210-31	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
2024-1210-32	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
2024-1210-33	Approve a change order with McCarthy Building Services, Inc. to perform additional work associated with Container Yards 6 and 7 at Barbours Cut Terminal
2024-1210-34	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

<u>Minute No.</u>	<u>Event/Action</u>
2024-1210-35	Staff Report – Selected agenda items – Paulo Soares, Chief Port Maintenance Officer
2024-1210-36	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

2024-1210-37	Staff Report – Selected agenda items – Ryan Mariacher, Chief Port Operations Officer
2024-1210-38	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
2024-1210-39	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

2024-1210-40	Staff Report – Selected agenda items – Jessica Shaver, Chief People Officer
2024-1210-41	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
2024-1210-42	Award a three-year contract with LinkedIn Corporation, the sole source provider, for recruiting and trade marketing access and services
2024-1210-43	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

<u>Minute No.</u>	<u>Event/Action</u>
2024-1210-44	Adopt the proposed 2025 Incentive Award Plan
	O. Security and Emergency Operations (no items)
	P. Technology
2024-1210-45	Staff Report – Selected agenda items – Ron Farrow, Director, Information Technology
2024-1210-46	Approve staff's ranking of vendors and authorize a five-year Cisco SmartNet and Enterprise agreement with the top- ranked proposer CDW-G, LLC
2024-1210-47	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 over a three-year period including a three-year service subscription agreement
2024-1210-48	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
	Q. Recess Open Meeting and Convene Executive Session
	R. Reconvene Open Meeting
2024-1210-49	Authorize the Chief Executive Officer to negotiate and, if deemed appropriate in his discretion, settle the claims of Curtin Maritime Corporation against the Port Authority on the terms discussed in Executive Session, and to do all things reasonable or necessary to give effect to the foregoing
	S. Closing Remarks by Chairman and Commissioners
	T. Adjourn Meeting

**Port of Houston Authority
Port Commission Public Meeting**

**Houston, Texas
December 10, 2024**

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on December 10, 2024, at 9:15 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029, and via Cisco WebEx. The following commissioners, staff, and counsel were present:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Thomas Jones, Commissioner
Alan Robb, Commissioner
Charlie Jenkins, Chief Executive Officer
Erik Eriksson, Chief Legal Officer (participating remotely)
Tom Heidt, Chief Operating Officer
David McNamara, Associate General Counsel
J. Kent Friedman, outside counsel

Chairman Campo began his opening remarks by emphasizing that the Houston Ship Channel deepening and widening project (Project 11) continued to make progress. Segment 1B dredging was recently completed, meaning that the channel had been expanded from Galveston Bay through the Bayport Ship Channel. This delivered benefits to the region, enabled safer navigation along the nation's busiest waterway, and enabled more efficient vessel movements through significantly reduced daylight restrictions.

Dredging continued on Segment 1C, the last of the Port Authority-led procurements, and was expected to be completed in the next three to four months. Future segments were to be handled by the U.S. Army Corps of Engineers (Army Corps) with Port Authority support.

Chairman Campo remarked that the Port Commission Community Advisory Council (PCCAC) held its final meeting of the year on December 3, 2024. The PCCAC helped the Port Authority better engage with community stakeholders who had a vested interest in the Port Authority's activities and were in some way connected to its mission. Members of the PCCAC served two-year terms that expired upon the conclusion of the last meeting. A new group of members would serve beginning in 2025.

Chairman Campo highlighted the third annual Community Resource Fair which was held the previous Saturday. This was a free event that provided the community with important resources. There were over 3,000 attendees, nearly 60 Port Authority partners, and services provided related to healthcare and workforce development. There was even a mariachi band comprised of students from Channelview High School.

Commissioner Jones mentioned that he had recently attended a luncheon where it was clear that the Port Authority's objectives were different from everyone else's. Both Chairman Campo and Mr. Jenkins were in attendance and represented the Port Authority well.

Chairman Campo quipped that the luncheon was a success, and he was gently corrected after getting a few of his history dates incorrect.

(2024-1210-01) Chairman Campo called for a motion to approve the minutes of the October 22, 2024 Port Commission meeting. Commissioner Corgey moved for approval, seconded by Commissioner Cloonan. The minutes were approved as written.

(2024-1210-02) Charlie Jenkins, Chief Executive Officer, recognized selected employee milestone anniversaries:

- John B. Etta, Operations Division, 30 years;
- LaMelle D. Hunter, Operations Division, 30 years;
- Stephen W. Baird, Maintenance Division; 20 years; and
- Ryan G. Mariacher, Operations Division, 20 years.

Mr. Jenkins continued with a summary of selected financial and operational year-end matters:

- There was \$136 million on the agenda in awards.
- The Port Authority was awarded more than \$57 million in grant funds in 2024.
 - The grant funds supported various initiatives that benefitted port infrastructure, the environment, and the surrounding communities.
 - A MARAD grant was announced mid-November 2024 in an amount of \$25 million.
 - The goal was to support air quality by reducing dust and truck emissions.
 - It would also be the first step toward improving nearby stormwater drainage systems, benefiting the Port Authority and the community.
- Cargo volumes through the public terminals were strong; the Port Authority expected to exceed the prior year's volumes in both container and total tonnage.
- The Houston Ship Channel continued to be the number one waterway in the nation in terms of both vessels and volume.
- Project 11 was progressing well.

- There were zero draft restrictions to date in 2024.
- Operational challenges included Hurricane Beryl and the brief International Longshoremen's Association (ILA) work stoppage.
- The Port Commission awarded more than \$480 million to capital projects in 2024, which did not include the investment in Project 11.
- Sustainability efforts continued
 - 40% of the Port Authority's rubber-tired gantry (RTG) crane fleet was comprised of hybrid electric units, which produced less emissions than standard models.
- The Port Authority continued its strong engagement in the community
 - The Community Grants program awarded 19 different grants.
- Opportunities for small, minority, and women-owned business enterprises (S/MWBEs) surpassed a large milestone – more than \$1 billion had been awarded in contracts since the small business program began in 2002.
- There were eight maritime high school programs in seven districts, with 86 graduates in the 2024 class of maritime education.
- A new Strategic Plan was developed and adopted by the Port Commission.
- The Port Authority received the Great Place to Work distinction for the first time.

(2024-1210-03) Appearances

(a) Chairman Campo recognized Captain Keith M. Donohue, Commanding Officer, U.S. Coast Guard Sector Houston-Galveston, who addressed the Port Commission.

Capt. Donohue informed the Port Commission of a recent visit from the Vice Commandant of the U.S. Coast Guard (Coast Guard) and the area commander, during which a boat tour on the MV Sam Houston was taken with cadets.

Capt. Donohue yielded the floor to Rear Admiral Jason Tama, Commander, Coast Guard Cyber Command. Cmdr. Tama was especially excited to hear about the education partnerships that the Port Authority had with the community and the investment it made in the future leaders and future workers.

Cmdr. Tama thanked the Port Authority for the great relationship, adding that the employees at the Port Authority did a great job.

Capt. Donohue resumed the floor. He stated that the Coast Guard Sector Houston-Galveston had won the national partnership education award four years in a row, but despite this achievement, the Coast Guard had never formalized its partnership with the Port of Houston Partners in Maritime Education (PHPME) organization.

Capt. Donohue presented Jacquelin Young-Hall, Maritime Education Program Manager, with a memorandum of understanding with the purpose of representing a joint commitment by the parties to increase the level of academic excellence among students and with the goal of providing increased education opportunities for students enrolled in maritime focused programs.

Commissioner Corgey appreciated the dedication and help of the Coast Guard. The maritime education system was working as there were many new people in apprenticeship programs.

(b) Chairman Campo recognized Joe Jennings, Schiller Institute, who addressed the Port Commission.

Mr. Jennings spoke of the opening of the Yangshan Deep-Water Port, which could already handled 1.5 million twenty-foot equivalent units (TEU), with an expected capacity of 6 million. He added that South America was an alternative to stimulate commerce and create jobs, and that the Port Authority should invest in the region.

(c) Chairman Campo recognized Bridgette Murray, who addressed the Port Commission.

Ms. Murray was a resident of Galena Park located near the Glendale dredge placement site. She thanked the Port Authority for its work in securing the MARAD grant, which included a stormwater drainage plan for the area. There was a lot of work to be done – especially with the City of Houston.

Ms. Murray looked forward to working with the Port Authority on other projects in the future.

Chairman Campo noted that there were no Executive agenda items.

Chairman Campo noted that there were no Business Equity agenda items.

(2024-1210-04) Chairman Campo recognized Leia Wilson, Director, Channel Infrastructure, to provide a report of selected Channel Infrastructure agenda items.

Ms. Wilson provided a few high-level Project 11 updates. As stated earlier, the dredging of Segment 1B had been completed. Working with the Army Corps, the Coast Guard, and the Houston Pilots, the Port Authority hoped to have Segment 1B and Segment 2 officially approved and accepted by the end of 2024. The construction of the Three Bird Island marsh continued with an expected completion by the third quarter of 2025.

Dredging continued on Segment 1C – Bayport to Barbours Cut – and was on both budget and schedule. The expected completion was second quarter of 2025. The Army Corps of Engineers awarded Segment 3; however, there was a bid protest which was tracking to be resolved by January 2025. To date, all Port Authority-led dredging was under budget and ahead of schedule.

Ms. Wilson noted that there were four items on the agenda. Items H2 and H3 were fairly standard renewals and permits. Items H1 was for an extension of an engineering and audit services contract and to expand the contract scope to include the Bayport East End area, which had been considered during the Project 11 feasibility.

Item H4 was approval of a marine construction permit for construction of a Texas Coastal Ocean Observation Network (TCOON) station in Buffalo Bayou, to replace a station lost in a previous storm. TCOON stations collected water levels, wind speed, and salinity levels, among other data, and the station to be built would also include a current meter that would be used by both brown and blue water mariners. The station was to be placed at the confluence of the San Jacinto River and Buffalo Bayou, where the measuring of currents was crucial.

Commissioner DonCarlos asked about the location of the TCOON station, since he was concerned whether it would get in the way since there was a lot of water traffic at the location. Ms. Wilson informed the Commissioner that the station would not interfere with vessel traffic along the channel.

(2024-1210-05) RCA H1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H1 PASSED.

(2024-1210-06) RCA H2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H2 PASSED.

(2024-1210-07) RCA H3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H3 PASSED.

(2024-1210-08) RCA H4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H4 PASSED.

(2024-1210-09) Chairman Campo recognized Isaac Kyle, Director, Real Estate, to provide a report of selected Commercial agenda items.

Mr. Kyle announced that the goal of the Real Estate Department was to facilitate acquisitions, dispositions, and lease transactions with the goal of supporting long term benefits to the regional, state, and national economy in support of maritime economic development. The current lease portfolio revenue, year over year, was ahead approximately 8% compared to 2023.

He noted that the Marketing team organized the third annual Houston International Maritime Conference (HIMC) the past year with over 800 attendees.

Mr. Kyle also provided an industry update. Colliers recently reported that the Houston market had increased absorption and outpaced new supply for the first time in two years. This pointed to a more stable overall market.

Mr. Kyle stated that Items I1 and I2 were standard lease amendments to extend the terms of two Port Authority leases. Item I3 was for the approval of a contract for the hosting of the 2025 HIMC event. Item I4, I5, and I6 were for ingress and egress access to the Port Authority's Beltway 8 property, which was serving as a dredge material placement area in support of Project 11.

(2024-1210-10) RCA I1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I1 PASSED.

(2024-1210-11) RCA I2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I2 PASSED.

(2024-1210-12) RCA I3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I3 PASSED.

(2024-1210-13) RCA I4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I4 PASSED.

(2024-1210-14) RCA I5 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I5 PASSED.

(2024-1210-15) RCA I6 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I6 PASSED.

(2024-1210-16) Chairman Campo recognized Curtis Duncan, Controller, to provide a report of selected Finance agenda items.

Mr. Duncan explained that the single item on the agenda for Finance was for the approval of the annual fee the Port Authority paid to both the Harris County Appraisal District and the Harris County Tax Assessor-Collector, for services related to appraisals and tax collection, respectively.

(2024-1210-17) RCA J1 was presented, moved by Commissioner Corgey, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA J1 PASSED.

(2024-1210-18) Chairman Campo recognized Rich Byrnes, Chief Infrastructure Officer, to provide a report of selected Infrastructure agenda items.

Mr. Byrnes announced that there were sixteen items on the Infrastructure agenda for the month with a total request of approximately \$110 million. That brought the yearly total to ninety RCAs totaling \$325 million, including full completion of the seven major projects tracked under capital improvement plan (CIP) Attainment. The major items had a baseline value of \$298 million but were awarded for \$258 million, through prudent negotiations to maximize value for the Port Authority.

In addition to awarding new work, the Port Authority delivered projects at all terminals in 2024, including new container yards at the Bayport Container Terminal and the Barbours Cut Container Terminal, demolition work at the auto terminal, power supply and trench drain projects, and clearing and pre-development of open acreage.

Mr. Byrnes highlighted the Environmental Affairs Department for recognition of its leadership by the Texas Commission on Environmental Quality, while also conducting over one hundred tenant audits and working with communities. The Grants Department added nearly \$60 million in support from state and federal sources.

Mr. Byrnes continued: Project Controls, the Operations Division, and others collaborated to continuously improve processes and tools for how staff managed, tracked, and executed the hundreds of big and small projects in the capital plan. It was a good year overall for the Infrastructure Division.

Mr. Byrnes commented that Items K1, K2, and K3 were all for Container Yard 8 while Item K6 was for Container Yard 1 South, all located at Bayport Container Terminal. When combined, they would add 42 acres of new yard and support areas. Item K5 was for the repair of Wharves 20 and 21 at Turning Basin Terminal. Item K10 was for the clearing of the Greens Bayou Terminal property to help advance about 350 acres of marketable real estate. Item K12 was a success story for business equity as the contractor had worked previously as a subcontractor, but never as a prime. It was now up for award as the prime contractor and held an S/MWBE designation.

Commissioner DonCarlos asked about the company being awarded the contract for Item K5. Mr. Heidt explained that the company had worked with the Port Authority in the past and the current people in charge were different than those who had been there previously.

Commissioner DonCarlos asked where the Memorial Tract property was located. Mr. Byrnes explained that there were two pieces of property adjacent to one another that were referred to as the Memorial Tract. The larger piece was under a conservation easement and was being serviced by Armand Bayou Nature Center, the smaller tract was commercially developable, and the overall property was located south of Bayport Container Terminal.

Commissioner Cloonan was appreciative of the fact that an S/MWBE company was awarded the prime contract.

(2024-1210-19) RCA K1 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - Satterfield & Pontikes Construction, Inc, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K1 PASSED.

(2024-1210-20) RCA K2 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - Ninyo & Moore Geotechnical and Environmental Sciences, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K2 PASSED.

(2024-1210-21) RCA K3 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners

Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K3 PASSED.

(2024-1210-22) RCA K4 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - McDonald Municipal and Industrial - a Division of C.F. McDonald Electric, Inc., seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K4 PASSED.

(2024-1210-23) RCA K5 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - Orion Construction, LLC, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K5 PASSED.

(2024-1210-24) RCA K6 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer -Satterfield & Pontikes Construction, Inc., seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K6 PASSED.

(2024-1210-25) RCA K7 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer -Taylor Marine Construction, Inc., seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K7 PASSED.

(2024-1210-26) RCA K8 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer -Blastco Texas, Inc., seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K8 PASSED.

(2024-1210-27) RCA K9 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K9 PASSED.

(2024-1210-28) RCA K10 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - MitRes Services, LLC dba Mitigation Resources of North America, seconded by

Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K10 PASSED.

(2024-1210-29) RCA K11 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - Forde Construction Company, Inc, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K11 PASSED.

(2024-1210-30) RCA K12 was presented. Commissioner DonCarlos moved for staff's ranking of vendors and award a construction contract to the top-ranked proposer - Roman Emperors Road, LLC, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K12 PASSED.

(2024-1210-31) RCA K13 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K13 PASSED.

(2024-1210-32) RCA K14 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K14 PASSED.

(2024-1210-33) RCA K15 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K15 PASSED.

(2024-1210-34) RCA K16 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K16 PASSED.

(2024-1210-35) Chairman Campo recognized Paulo Soares, Chief Port Maintenance Officer, to provide a report of selected Port Operations agenda items.

Mr. Soares announced that the three wharf cranes that arrived in August had been successfully commissioned and released for operations, which brought the total number of wharf cranes at Bayport Container Terminal to eighteen. Additionally, five new RTG cranes had arrived at Barbours Cut the previous month, bringing the entire fleet up to 147 cranes between the two container terminals, of which nearly 40% were hybrid.

With the opening of the new Maintenance and Repair facility at Barbours Cut Container Terminal, staff now had complete visibility of parts inventory: each terminal could view what other facilities had in stock, which was not possible before, and was a very important milestone in inventory management.

Mr. Soares stated that over 2,000 feet of power cable was being pulled underground at Bayport Container Terminal to restore a power supply relay in support of Container Yard 6 and 7.

Mr. Soares gave a shoutout to the machine work staff at Turning Basin Terminal Central Maintenance. They worked Thanksgiving weekend in support of crane operations and replacement of electrical service with no disruption to operations.

Mr. Soares remarked that there was a single agenda item for his division: a contract for the purchase of two manlift machines, one for the Bayport Container Terminal and one for the Turning Basin Terminal. The purchases were needed due to increased demand at the terminals.

(2024-1210-36) RCA L1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA L1 PASSED.

(2024-1210-37) Chairman Campo recognized Ryan Mariacher, Chief Port Operations Officer, to provide a report of selected Port Operations agenda items.

Mr. Mariacher reported that while the multipurpose facilities continued to be down, there was good news on the horizon: steel tonnage was up 37% for the month vs. October 2023, which increased total growth on the year to just under 1.5%. Overall, general cargo tonnage decreased slightly, down just over 8% for the year, but dry bulk tonnage improved last month, with the bulk plant and grain elevator driving the numbers forward.

Container volumes rebounded dramatically after October 2024, with the result being a 9% increase for the year in total TEU. The big story for the month was the high export volumes, up over 38% compared to October 2023. The loaded import/export split was currently at 55% to 45%, respectively. The Port Authority was on pace to surpass four million TEU for the year.

Mr. Mariacher reported that the express pass program at the truck gates had been fully deployed, and in the previous week the Port Authority surpassed 95% of truck pre-transactions in advance of arrival. This provided staff with short term forecasts to help improve equipment deployments resulting in better service on peak days.

Mr. Mariacher highlighted Item M1, the annual request to issue stevedore licenses – a total of fourteen. Item M2 was a request to amend two terminal chassis leases. There had been a regional impact from the post Covid-19 pandemic supply chain challenges, primarily in the chassis shortage area, and to support continued growth and safe handling of primarily refrigerated cargos, the Port Commission had approved three separate equipment leases in 2022. Because the equipment was not available at the time and slowly trickled in, staff was now requesting additional funds to satisfy the entirety of the term lease.

Commissioner Fitzgerald asked what the average turn time was with the new express pass being implemented and Mr. Mariacher answered that it was below 42 minutes, adding that the real benefit was having advanced visibility on peak days, resulting in a reduction in queue times.

Commissioner DonCarlos wondered if there was still a chassis issue, and thought the critical shortage occurred in 2022. Mr. Mariacher responded that much had changed since the shortage, but the Port Authority still had agreements it needed to work through.

(2024-1210-38) RCA M1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA M1 PASSED.

(2024-1210-39) RCA M2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA M2 PASSED.

(2024-1210-40) Chairman Campo recognized Jessica Shaver, Chief People Officer, to provide a report of selected People agenda items.

Ms. Shaver highlighted the first-ever middle school maritime field day that was held in November. This was an initiative to focus on the middle school pipeline of potential students interested in the maritime industry. More than 200 students and teachers attended representing fourteen middle schools from five area school districts.

As mentioned previously, the current iteration of the PCCAC was wrapped up and a new group of members would be coming on in 2025. The Port Authority was in the middle of its Season of Giving which culminated in its third annual Community Resource Fair. Other programs included the Thanksgiving project that resulted in hundreds of meals delivered to families in need, the Port Authority “giving tree,” and the Police Department’s Blue Santa.

Ms. Shaver remarked that staff was very excited to have increased the impact of the Community Resource Fair; there were over 3,000 attendees.

Ms. Shaver highlighted the four agenda items: Item N1 was to authorize funding for the payment of claims from the Port Authority's self-funded group medical benefits program, Items N3 was for the purchase of office supplies, and Item N4 was to adopt the proposed 2025 Incentive Award Plan.

(2024-1210-41) RCA N1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA N1 PASSED.

(2024-1210-42) RCA N2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA N2 PASSED.

(2024-1210-423) RCA N3 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA N3 PASSED.

(2024-1210-44) RCA N4 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA N4 PASSED.

Chairman Campo noted that there were no Security and Emergency Operations agenda items.

(2024-1210-45) Chairman Campo recognized Ron Farrow, Director, Information Technology, to provide a report of selected Technology agenda items.

Mr. Farrow noted that there were three agenda items for consideration, each essential to the Port Authority's success. Specifically, the 2024 network refresh initiative was with regard to the master plan, and network devices such as routers and switches were vital to operations and minimizing unplanned downtime.

(2024-1210-46) RCA P1 was presented, moved by Commissioner Robb, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan,

Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA P1 PASSED.

(2024-1210-47) RCA P2 was presented, moved by Commissioner Robb, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA P2 PASSED.

(2024-1210-48) RCA P3 was presented, moved by Commissioner Robb, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA P3 PASSED.

Commissioner Fitzgerald thanked the Houston Pilots for their hard work.

Commissioner DonCarlos thanked Port Authority staff for all the work they did.

At 10:22 a.m. Chairman Campo called for a brief recess, and at 10:32 a.m. called for an Executive Session and asked Mr. McNamara to make the following announcement:

The Port Commission of the Port of Houston Authority of Harris County, Texas will now convene in a closed meeting, as permitted by the Texas Open Meetings Act and Government Code (1) to conduct a private 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; deliberate regarding (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); and (5) Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act).

The Port Commission will reconvene in public session after the closed meeting is adjourned.

At 11:32 a.m., Chairman Campo reconvened the open meeting with the following Commissioners, staff, and counsel in attendance:

Ric Campo, Chairman
Wendy Cloonan, Commissioner
Dean Corgey, Commissioner

Thomas Jones, Commissioner
Stephen DonCarlos, Commissioner
Clyde Fitzgerald, Commissioner
Alan Robb, Commissioner
Charlie Jenkins, Chief Executive Officer
Tom Heidt, Chief Operating Officer
David McNamara, Associate General Counsel
J. Kent Friedman, outside counsel

(2024-1210-49) Commissioner Corgey moved to authorize the Chief Executive Officer to negotiate and, if deemed appropriate in his discretion, settle the claims of Curtin Maritime Corporation against the Port Authority on the terms discussed in Executive Session, and to do all things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. MOTION PASSED.

At 11:34 a.m., Chairman Campo adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the December 10, 2024 meeting of the Port Commission of the Port of Houston Authority.

A handwritten signature in black ink, appearing to read 'Ric Campo', written over a horizontal line.

Ric Campo, Chairman

A handwritten signature in blue ink, appearing to read 'Erik A. Eriksson', written over a horizontal line.

Erik A. Eriksson, Secretary

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, authorize staff to 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Channel Infrastructure Operations

Staff Contact:

Lori Brownell/Leia Wilson

Background:

The Port Authority is currently carrying out Project 11, the eleventh major Houston Ship Channel (HSC) improvement project referred to as the Houston Ship Channel Expansion Channel Improvement Project (HSC-ECIP), which would widen the channel by 170 feet (from 530 feet to 700 feet) along its Galveston Bay reach, deepen and widen upstream segments, make other safety and efficiency improvements, and craft new environmental features. The work of the HSC-ECIP is divided into segments, and procurement of the pre-construction, engineering, design, construction, and other general services required for each segment is divided into divisible construction packages.

With the Port Authority completing its Port Authority-led portion of Project 11 by the end of 2025, six construction packages remain to be completed by the U.S. Army Corps of Engineers:

1. Segment 3, Package 7, Barbours Cut Channel
2. Segment 4, Package 8A, East 2 Clinton placement area
3. Segment 4, Package 8B, Beltway 8 placement area
4. Segment 4, Package 9, Boggy Bayou to Sims Bayou
5. Segments 5/6, Package 10/11, Glendale and Filterbed placement areas
6. Segment 5/6, Package 12, Sims Bayou to Turning Basin

By Minute Nos. 2020-0428-39, 2020-0730-25, and 2022-0617-04, the Port Commission awarded Freese & Nichols, Inc. (FNI) contract amendments to provide continued engineering and auditing services for items (1) through (6) of the list above for a total amount of \$1,400,000. Port Authority staff authorized three no-cost amendments to extend the contract term through December 31, 2026.

Portions of the proposed Bayport Container Terminal East End project development were originally included in the Project 11 Feasibility Study evaluation. Key members of the FNI team were involved in the Project 11 Feasibility Study and therefore have intimate knowledge of Project 11, HSC, Bayport

Ship Channel, and the proposed Bayport Container Terminal East End project development.

The proposed amendment would be the sixth amendment to the contract. It would extend the term of the contract beyond December 31, 2026. It would also authorize FNI to provide engineering and auditing services for the proposed Bayport Container Terminal East End project development at no additional cost to the Port Authority.

Staff Evaluation/Justification:

Port Authority staff has determined that FNI is the most highly qualified firm to provide continued engineering and auditing support services to complete Project 11 and support the proposed Bayport Container Terminal East End project development.

Staff recommends that the Port Commission authorize an amendment to the professional services contract with FNI as described above.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, authorize the Port Authority to renew 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Infrastructure Real Property

Staff Contact:

Garry McMahan/Mollie Powell/Chris Gossett

Background:

The pipeline and transmission line licensees listed below have applied to renew their licenses:

30-Year Term

Company	File No.	License Fee*
ETP Crude LLC	2013-0344	\$46,346
INEOS Chocolate Bayou Pipeline LC	2004-0283	\$27,615
Total		\$73,961

*License fee is calculated for the first 10 years of the agreement for the 30-year term licenses.

Staff Evaluation/Justification:

The applications were reviewed and approved by the Port Authority's Channel Infrastructure Real Property department and the Port Terminal Railroad Association when applicable. The licenses are to be renewed subject to the Port Authority's usual terms and conditions.

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, authorize the Port Authority to issue a marine construction permit to the Buffalo Bayou Partnership for the relocation of an existing floating dock and construction of new related structures located in Buffalo Bayou, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Infrastructure Real Property

Staff Contact:

Garry McMahan/Mollie Powell

Background:

The Buffalo Bayou Partnership, Port Authority File No. 2024-0313, has applied for a marine construction permit for the relocation of an existing floating dock and construction of a platform, gangway, and three pilings located in Buffalo Bayou is adjacent to the Samuel M Williams Survey, A-87.

The new location of the floating dock and the new structures would improve access and efficiency for operation and maintenance.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property department. The \$1,000 application fee and the \$10,000 as-built deposit have been paid.

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, authorize the Port Authority to 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Infrastructure Real Property

Staff Contact:

Garry McMahan/Mollie Powell

Background:

The Texas General Land Office (TGLO), Port Authority File No. 2024-0283, has applied for a marine construction permit for construction of a Texas Coastal Ocean Observation Network (TCOON) station, i.e., a wooden data collection platform in the San Jacinto River, adjacent to the Nathaniel Lynch Survey, A-44.

The TCOON is a collection of high-level coastal data stations that provide real-time measurements of oceanic and meteorological conditions along the entire length of the Texas coast. Staff is informed that these measurements provide the foundational data by which the junction between ocean and land is computed, marine navigation is supported, and emergency storm preparedness models are developed.

The Lynchburg TCOON Station was first installed in 1995 to collect water level data with the intent of producing water level datums in support of TGLO surveying activities in the region. The structure was later rebuilt as a wooden four-pile platform in 2010 near the proposed location. This station provided critical water level and metrological data to private and public entities until it was destroyed during the passage of Hurricane Harvey in 2017. The TGLO has informed staff that proposed location is critical due to the historical collection of data at this site as well as the established benchmark network of five deep rod benchmarks installed on the adjacent property. In addition to the water level and meteorological data, this platform would also house a current data meter to collect water currents near the area.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property department. The application fee and as-built deposit have been waived.

Staff recommends approval.

I. COMMERCIAL

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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 3% or the increase in the Consumer Price Index, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	<p>Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CHANNEL Advocate for the Houston Ship Channel</p> <p>Strategic Objective PARTNERSHIPS - COMMUNITY Champion Local Opportunities</p> <p>PARTNERSHIPS Expand regional maritime opportunities and enhance collaboration with stakeholders.</p>

Category:

Leases

Department:

Real Estate

Staff Contact:

Isaac Kyle/Diana Sechler

Background:

By Minute No. 2020-0128-13, the Port Commission approved a five-year lease with the Port Terminal Railroad Association (PTRA) for approximately 0.457 acres at Clinton Drive at Dorsett Street, Houston, Texas. The property is used for the storage of rail cars. PTRA has leased the property under multiple leases since 1999.

The PTRA has now requested that the Port Authority extend the lease term for an additional five years, and intends to continue to use the property for the purpose described above.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed lease amendment under the terms described above.

I. COMMERCIAL

Subject **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**

Meeting Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [Strategic Objective PARTNERSHIPS - CONNECTION Drive Regional Impact Projects](#)
[Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CHANNEL Advocate for the Houston Ship Channel](#)
[Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness](#)
[MARITIME ECONOMIC DEVELOPMENT Facilitate safe navigation and grow maritime commerce within the Houston Ship Channel complex.](#)

Category:

Leases

Department:

Real Estate

Staff Contact:

Isaac Kyle/Diana Sechler

Background:

By Minute No. 2014-1028-48, the Port Commission approved a five-year lease with AllTrans Port Services LLC (formerly, AllTrans Port Services, Inc.) (AllTrans) for approximately 3.79 acres out of Block 23C at Industrial Park East. The property is used for storage and handling of OTC drill pipe.

By Minute No. 2015-0127-34, the Port Commission approved a lease amendment to increase the acreage from 3.79 acres to approximately 4.23 acres. By Minute No. 2020-0128-08, the Port Commission approved a lease amendment with AllTrans to extend the lease term for five years. The lease is due to expire on January 31, 2025.

AllTrans has now requested that the Port Authority extend the lease term for an additional five years and intends to continue to use the property for the purpose described above.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed lease amendment under the terms described above.

I. COMMERCIAL

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve a contract for services to host the 2025 Houston International Maritime Conference in fall 2025 at the Hilton Americas Hotel in an amount not to exceed \$350,000, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Commercial

Staff Contact:

Christine Abbruscato

Background:

The Houston International Maritime Conference is a Port Authority event promoting maritime trade, commerce in the region, import and export container trade, project cargo and breakbulk, sustainability, infrastructure, warehousing/distribution, and the Houston Ship Channel. The event supports partnerships with customers, trade partners, elected officials, labor, and maritime education partners to advocate for the maritime industry. The fall of 2025 event would mark the fourth consecutive year for this conference.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve entering into contract services with the Hilton Americas Hotel to host the Houston International Maritime Conference in 2025.

I. COMMERCIAL

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Project 11

Department:

Real Estate

Staff Contact:

Isaac Kyle

Background:

On April 28, 2020, the Port Commission approved a no-fee license agreement between the Port Authority, as licensee, and Harris County, Texas (Harris County) to provide the Port Authority with access to its Beltway 8 property over approximately 0.426 acres owned by Harris County. The license agreement will expire in 2025.

In connection with Project 11, the Port Authority now desires to either extend the term of the existing license agreement or enter into a new license agreement with Harris County for similar purposes.

This access route has assisted, and would continue to assist, with activities directly in support of construction work relating to Project 11. Such activities would include ingress and egress of vehicles and other equipment for clearing and grubbing and site preparation work at the Port Authority's Beltway 8 property, to permit its use as a non-permanent dredged material placement area.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the extension of the term of the existing license agreement or, alternatively, a new license agreement on the terms described above.

I. COMMERCIAL

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Project 11

Department:

Real Estate

Staff Contact:

Isaac Kyle

Background:

On April 28, 2020, the Port Commission approved a license agreement between the Port Authority, as licensee, and Union Pacific Railroad Company (UP) to provide the Port Authority with access to its Beltway 8 property over UP's right-of-way, DOT 869848S at Mile Post 8.39 on the North Shore (PTRA) Subdivision. The license agreement included a one-time payment by the Port Authority of \$5,000, and the term will expire in 2025.

In connection with Project 11, the Port Authority now desires to either extend the term of the existing license agreement or enter into a new license agreement with UP for similar purposes.

This access route has assisted, and would continue to assist, with activities directly in support of construction work relating to Project 11. Such activities would include ingress and egress of vehicles and other equipment for clearing and grubbing and site preparation work at the Port Authority's Beltway 8 property, to permit its use as a non-permanent dredged material placement area.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the extension of the term of the existing license agreement or, alternatively, a new license agreement on the terms described above.

I. COMMERCIAL

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Project 11

Department:

Real Estate

Staff Contact:

Isaac Kyle

Background:

On April 28, 2020, the Port Commission approved a no-fee license agreement between the Port Authority, as licensee, and Port Terminal Railroad Association (PTRA) to provide the Port Authority with access to its Beltway 8 property over PTRA's rail crossing, Industry Lead Track to Deepwater, south of Jacinto Port Road, located on a right-of-way owned by Union Pacific Railroad Company, DOT 869848S at Mile Post 8.39 on the North Shore (PTRA) Subdivision. The license agreement will expire in 2025.

In connection with Project 11, the Port Authority now desires to either extend the term of the existing license agreement or enter into a new license agreement with PTRA for similar purposes.

This access route has assisted, and would continue to assist, with activities directly in support of construction work relating to Project 11. Such activities would include ingress and egress of vehicles and other equipment for clearing and grubbing and site preparation work at the Port Authority's Beltway 8 property, to permit its use as a non-permanent dredged material placement area.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the extension of the term of the existing license agreement or, alternatively, a new license agreement on the terms described above.

J. FINANCE

Subject **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.**

Meeting Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission, at its December 10, 2024 meeting, 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 tax collection services for the 2024 tax year in an amount not to exceed \$1,100,000, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Goals [Strategic Objective PEOPLE AND ORGANIZATION - CAPITAL Ensure Fiscal Responsibility](#)

Category:

General

Department:

Controller

Staff Contact:

Curtis Duncan

Background:

The Harris County Appraisal District provides appraisal services to the Port Authority in connection with its ad valorem taxes. As provided in Section 6.06(d), Texas Property Tax Code, "each taxing unit [e.g., the Port Authority] participating in the [appraisal] district is allocated a portion of the amount of the budget equal to the proportion that the total dollar amount of property taxes imposed in the [appraisal] district by the unit for the tax year in which the budget proposal is prepared bears to the sum of the total dollar amount of the property taxes imposed in the [appraisal] district by each participating unit for that year."

In addition, pursuant to statute, the Harris County Tax Assessor-Collector is charged with the assessment and collection of taxes levied on behalf of the Port Authority within the Port Authority's jurisdiction, and receives compensation for such services as agreed to by the Port Commission and Harris County Commissioners Court. In July 2007, the Harris County Commissioners Court adopted a fee schedule, which remains in use at present, such that each taxing unit is charged property tax collection fees at the rate of \$1.10 per parcel plus \$0.0275 per hundred dollars of taxable valuation.

Staff Evaluation/Justification:

The Harris County Appraisal District has indicated that the estimated cost allocation to the Port Authority for appraisal services to be provided for fiscal year 2025 is under \$405,000.

Staff recommends that the Port Commission authorize payment of such expense, which is usually invoiced and paid in four quarterly installments, the first of which is due by December 31, 2024, in the not-to-exceed amount referenced above.

The Harris County Tax Assessor-Collector notified the Port Authority that the total estimated preliminary property tax collection fees for the 2024 tax year is under \$1,100,000. This fee is normally withheld at the rate of 2.5% from all Port Authority tax collections starting July 2024 until the full amount is collected.

Staff recommends Port Commission authorization of such collection fees, in the not to exceed amount referenced above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would consist of the development of a 37.2-acre container yard with remediation of approximately 35 acres directly south of the container yard footprint. The project features include associated utilities, earthwork, drainage and storm water controls, electrical distribution, lighting, striping, telecommunications, security, signage, pavement, grading, fencing, and other work necessary for a complete and functional facility.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Nineteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Satterfield & Pontikes Construction, Inc. the proposer providing best value for the construction of Container Yard 8 at Bayport Container Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

Per Section 60.463(c) of the Texas Water Code, the district shall hire a third-party inspection firm to independently test the acceptability of construction material used in projects procured through the competitive sealed proposals method. To comply with this requirement, this contract would consist of all third-party construction material testing related to the construction of Container Yard 8 at Bayport Container Terminal. Major testing and inspection services would include the properties of placed concrete, compaction of stabilized soils, and any specialty testing services required for utility or reinforcing steel.

The Port Authority notified vendors regarding its request for qualifications (RFQ) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twelve vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On August 28, 2024, twelve RFQ responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFQ.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Ninyo & Moore Geotechnical and Environmental Sciences, the most highly qualified provider, for the construction material testing services for the construction of Container Yard 8 at Bayport Container Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve an amendment to 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	MARITIME ECONOMIC DEVELOPMENT Facilitate safe navigation and grow maritime commerce within the Houston Ship Channel complex.

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2023-0221-15, the Port Commission awarded a professional services contract to Lockwood, Andrews & Newnam, Inc. for the design of Container Yard 8 at Bayport Container Terminal.

This proposed amendment would consist of incorporating funds for construction-phase services, including responding to submittals and inquiries from the contractor, attendance at preconstruction meetings, construction site visits, and preparation of record drawings at project close-out.

Staff Evaluation/Justification:

Staff has reviewed Lockwood, Andrew & Newnam, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would bring permanent fiber to access points necessary to bring wireless coverage to the west end of Barbours Cut Terminal. The project would also install the necessary lighting and security infrastructure to allow the neighboring future International Longshoremen's Association parking lot to function safely.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Sixteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, two CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to McDonald Municipal and Industrial - a Division of C.F. McDonald Electric, Inc., the proposer providing best value for the communication and power layout expansion at the west end of Barbours Cut Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$9,281,420 for the repairs of the Wharves 20 and 21 bulkheads at Turning Basin Terminal, to the top-ranked proposer Orion Construction, LLC, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would consist of the repair of approximately 693 linear feet of steel bulkhead system, including improvements to the fender system.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twenty-one vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Orion Construction, LLC, the proposer providing best value for the repairs of Wharves 20 and 21 bulkheads at Turning Basin Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would consist of the development of a five-acre container yard parcel within the future Container Yard 1 South. The long-term purpose of the site is to serve as an active container yard, and in the short-term as the relocated International Longshoremen's Association personal vehicle parking lot. The project features include associated utilities, earthwork, drainage and stormwater controls, electrical distribution, lighting, striping, telecommunications, security, signage, pavement, grading, fencing, and other work necessary for a complete and functional facility.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Eighteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Satterfield & Pontikes Construction, Inc., the proposer providing best value for the construction of Container Yard 1 South Phase 1 at Bayport Container Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project includes surface preparation, repainting, repair, and replacement of various fender system elements at Barbours Cut Terminal and Bayport Container Terminal for the year 2025. This year the effort would also include the foam fenders at the old Bayport cruise ship terminal.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Eight vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 16, 2024, two CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Taylor Marine Construction, Inc., the proposer providing best value for the 2025 annual fender maintenance at Barbours Cut and Bayport Container Terminals, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E

Background:

This construction contract would provide for the annual maintenance work associated with painting of Port Authority wharf and rubber-tire gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twelve vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 16, 2024, two CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Blastco Texas, Inc., the proposer providing best value for the 2025 annual wharf and RTG crane painting at Barbours Cut Terminal and Bayport Container Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve an amendment to 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2023-0926-27, the Port Commission awarded a professional services contract to RDLR Architects, Inc. for programming and optional design of the maintenance building annex at Bayport Container Terminal.

This amendment revises the project scope to include ship-to-shore crane repair spaces, and additional shop and personnel spaces. This requires revisions to the schematic design progress and adds scope to the future phases of design.

Staff Evaluation/Justification:

Staff has reviewed RDLR Architects, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

Greens Bayou is a unique property in its shape and access to the waterfront and has been slated for predevelopment for potential tenants through real estate. The project site includes approximately 250 acres of heavy woods, two federally protected streams, and approximately twelve acres of wetlands that are permitted to be filled. This project would consist of clearing and grubbing of approximately 346 acres of vegetation, filling wetlands as permitted, grading to promote positive drainage, and setting up temporary stormwater and erosion control measures.

This project is currently permitted for wetlands mitigation through the U.S. Army Corps of Engineers. This permit expires on December 31, 2025, making this project schedule and completion important to act under the existing permit.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Twenty-one vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 16, 2024, four CSPs responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to MitRes Services, LLC dba Mitigation Resources of North America, the proposer providing best value for the Greens Bayou property clearing and grubbing, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would consist of the removal and replacement of damaged and/or deteriorating pavement throughout Barbours Cut Terminal and Bayport Container Terminal.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Six vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, two CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Forde Construction Company, Inc., the proposer providing best value for the 2025 annual pavement replacement at Barbours Cut and Bayport Container Terminals, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

This project would consist of the removal and replacement of damaged and/or deteriorating pavement throughout Turning Basin Terminal.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Three vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On October 30, 2024, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Roman Emperors Road, LLC, the proposer providing best value for the 2025 annual pavement replacement at Turning Basin Terminal, and act as otherwise described above.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve an amendment to 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2023-0627-21, the Port Commission awarded Woolpert, Inc. \$225,089 for providing professional engineering services associated with the annual pavement replacement, drainage, and dust control work for 2023 and 2024 for the following projects:

- Annual pavement, drainage, and dust control work at Industrial Park East 2023 and 2024;
- Annual pavement replacement at Turning Basin Terminal: Fiscal Year 2023; and
- Annual pavement replacement at Bayport Container Terminal and Barbours Cut Terminal: Fiscal Year 2023.

The proposed scope of services consists of the professional services contract for the additional design work to perform construction plans for drainage and pavement improvements on Container Yards 27 and 28 at East Industrial Park, revision of current specifications, and development of a price exhibit.

Staff-authorized amendments to this contract have previously totaled \$94,045; accordingly, this increase is being brought to the Port Commission.

Staff Evaluation/Justification:

Staff has reviewed Woolpert, Inc.'s proposal and found it to be fair and reasonable and recommends that the Port Commission approve the proposed amendment.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2024-0423-20, the Port Commission awarded a contract to Satterfield & Pontikes Construction, Inc. for expansion of exit gate facilities at Bayport Container Terminal.

This proposed change order addresses the following:

- Additional saw cut, due to utility conflict;
- Removal of existing radiation portal monitors protective bollards;
- Installation of additional protective bollards;
- Drill shaft couplers; and
- Existing pier damage repairs.

This is the first change order to this contract, for a total of \$238,495.14, which is 4.2% of the total contract value.

Staff Evaluation/Justification:

Staff has reviewed the proposal submitted by Satterfield & Pontikes Construction, Inc. and found it to be fair and reasonable and recommends that the Port Commission authorize this change order.

K. INFRASTRUCTURE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with Container Yards 6 and 7 at Barbours Cut Terminal in an amount not to exceed \$212,584, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2024-0521-27, the Port Commission awarded McCarthy Building Companies, Inc. a contract for the construction of Container Yards 6 and 7.

This proposed change order addresses the following:

- Relocating utilities due to conflict with existing underground facilities;
- Furnishing and installing Type D manholes instead of Type A manholes;
- Demolition of an additional high mast light pole;
- Adding additional conduits to new substation 6-1; and
- Demolishing existing ductbank in conflict with re-routed telecommunications to C6 building.

This is the second change order to this contract, for a total change order value to date of \$212,584, which is .16% of the total contract value.

Staff Evaluation/Justification:

Staff has reviewed the proposal submitted by McCarthy Building Companies, Inc. and found it to be fair and reasonable, and recommends that the Port Commission authorize this change order.

K. INFRASTRUCTURE

Subject	16. Assign the professional services contract with PRD Land Development Services, LLC to Dunaway Associates, LLC for the predevelopment design on Memorial Tract property.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve the assignment of the professional services contract with PRD Land Development Services, LLC to Dunaway Associates, LLC for the predevelopment design on Memorial Tract property, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

General

Department:

Project & Construction Management

Staff Contact:

Roger H. Hoh, P.E.

Background:

By Minute No. 2024-0123-16, the Port Commission awarded a professional services contract to PRD Land Development Services, LLC for the predevelopment design of the Memorial Track property in the amount not to exceed \$188,167.

On October 2, 2024, PRD Land Development Services, LLC (PRD) and Dunaway Associates, LLC (Dunaway) informed Port Authority staff that effective August 19, 2024, Dunaway purchased one hundred percent of the ownership interests in PRD and that as of August 19, 2024, PRD's operations were fully integrated into Dunaway's including the assets and staff required to serve the Port Authority under its above-described agreement with PRD.

Staff Evaluation/Justification:

Staff recommends that PRD, Dunaway, and the Port Authority enter into an Assignment and Consent to Assignment for PRD to assign and delegate the interests, rights, duties, obligations, and titles held by PRD in the Agreements to Dunaway. This Assignment would reflect a business reality between PRD's and Dunaway's assets and staff and would help ensure the continuity of service to the Port Authority under the Agreement.

Staff recommends the Port Commission approve the Assignment under the terms described above.

L. MAINTENANCE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, award a contract to Briggs Equipment, using the Local Government Purchasing Cooperative's BuyBoard program, a cooperative purchase program, for the purchase of two manlifts: 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, determine that this procurement method provides best value to the Port Authority, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Paulo Soares

Background:

The Port Authority currently owns two telescopic boom manlifts in operation at its Bayport Container Terminal, and one at its Turning Basin Terminal. These units are utilized daily by Maintenance department personnel to service and maintain terminal lighting, buildings, gates, eighteen wharf cranes, and seventy-eight rubber-tired gantry (RTG) cranes. The manlift at Turning Basin Terminal lacks the articulating capabilities needed to meet the high demand for such equipment. As a result, the Port Authority has rented articulated boom manlifts from various rental companies for approximately one year. Staff has determined that in lieu of rental, that an articulated boom manlift be purchased for Turning Basin Terminal. Additionally, twelve RTG cranes were recently delivered to Bayport Container Terminal, increasing the fleet from sixty-six to seventy-eight units, resulting in the increased demand for an additional manlift at Bayport Container Terminal.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring both the telescopic boom and self-propelled articulated boom manlifts through the BuyBoard program is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority.

The Maintenance department has determined that the best availability, price, and contract term for the manlifts needed are provided by Briggs Equipment under the pricing schedule obtained from that vendor's contract with BuyBoard Program and is therefore recommending this purchase.

Accordingly, staff recommends that the Port Commission approve this best value determination and contract.

M. OPERATIONS

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission at its December 10, 2024 meeting, grant authority to 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 (JILLC); 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Operations

Staff Contact:

Ryan Mariacher

Background:

By Minute No. 2023-1212-34, the Port Commission awarded certain stevedore licenses for one-year terms expiring December 31, 2024.

Staff is receiving stevedore license applications from companies interested in being licensed to work at Port Authority facilities during 2025 as set forth above and is reviewing those applications.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize the issuance of stevedore licenses to the applicants; however, issuance should be conditioned upon the applicant's satisfactory completion of outstanding license requirements and obligations, if any, and satisfaction of current license requirements.

M. OPERATIONS

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Leases

Department:

Operations

Staff Contact:

Candice Armenoff

Background:

The Port Commission, at its August 2, 2022 meeting, approved a chassis lease with Interpool, Inc. dba TRAC Intermodal as lessor for a two-year term for 213 chassis with a total base rent not to exceed \$699,705, each pursuant to Water Code Section 60.4035 as an emergency procurement and Local Government Code Section 271.005. The Port Authority also entered into a chassis lease as of June 21, 2022, with Milestone Equipment Company LLC, as lessor, for a five-year term for 700 chassis with annual base rent not to exceed \$2,184,525 pursuant to Water Code Section 60.4035 as an emergency procurement and Local Government Code Section 271.005.

Port Authority staff approved the original purchase order amounts for these leases contemplating that all chassis for each lease would be delivered in one batch. However, the chassis for each lease was provided incrementally, leading to unanticipated partial payments paid by the Port Authority in the months leading up to full receipt of the entire chassis pool for each lease. As a result, staff now requests additional funding for these leases.

Staff requests to increase the purchase order for the lease with (i) Interpool, Inc. dba TRAC Intermodal by \$69,571 for a new total of \$769,276, and (ii) increase the purchase order for the lease with Milestone Equipment Company LLC by \$293,436 for a new total of \$11,216,061.

Staff increased the purchase order for the TRAC lease in November 2024 by \$47,165 for charges incurred in October and November 2024. Staff is now requesting to increase the purchase order for the TRAC lease by an additional \$58,310 for the remainder of the lease.

Staff Evaluation/Justification:

Staff requests that the Port Commission approve amendments of the leases with Interpool, Inc. dba TRAC Intermodal, and Milestone Equipment Company LLC as described above.

N. PEOPLE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	MARITIME ECONOMIC DEVELOPMENT Facilitate safe navigation and grow maritime commerce within the Houston Ship Channel complex.

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Roger Walter

Background:

By Minute No. 2022-1206-50, the Port Commission awarded a contract to Gallagher Benefits Services, Inc. to provide employee benefits consulting services, including assisting in: the development of requests for proposals for group insurance coverages; evaluation of proposals; negotiation of renewal rates; and recommendations on provider selections.

In September 2018, after having reviewed proposals and analyzed the costs of a self-funded program compared to a fully insured medical program, the Port Authority proceeded with the implementation of a self-funded group medical benefits program administered with Aetna as the Third-Party Administrator (TPA).

The Pension and Benefits Committee was given a summary of the status of the 2023 medical program at its September 24, 2024 meeting. Gallagher and staff recommended, and the Pension and Benefits Committee concurred, that the Port Authority continue with the self-funded program for calendar year 2025.

Staff Evaluation/Justification:

The Port Authority's open enrollment period for calendar year 2025 occurred from November 18 to December 3, 2024. Based upon the enrollment information and the review of historical claims data, staff, and Gallagher recommend that \$17,000,000 be reserved for the self-insurance account to pay for all covered medical and pharmaceutical claims for calendar year 2025 from the Port Authority's self-funded group medical insurance program for active employees, retirees who are not Medicare-eligible, and their dependents.

The payment of covered claims from the dedicated funds would be administered by Aetna pursuant to its third-party administration services agreement with the Port Authority.

Staff recommends the Port Commission approve the above funding request.

N. PEOPLE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, award a three-year contract to LinkedIn Corporation, the sole source provider, for recruiting and trade marketing access and services, in a total amount not to exceed \$119,373, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the forgoing.
Goals	MARITIME ECONOMIC DEVELOPMENT Facilitate safe navigation and grow maritime commerce within the Houston Ship Channel complex.

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Roger Walter

Background:

By Minute No. 2017-1023-48, the Port Commission authorized a two-year agreement with LinkedIn Corporation (LinkedIn) for recruiting and trade marketing access and services.

By Minute Nos. 2020-0128-49 and 2021-1207-54, the Port Commission authorized respectively additional two- and three-year agreements with LinkedIn.

LinkedIn provides visibility to what it claims to be the world's largest professional network, with over 1 billion members worldwide. The Port Authority has utilized LinkedIn for the past eight years as a personnel outreach and recruitment tool and has received thousands of applications through LinkedIn, resulting in approximately 42% of its professional hires through this network.

The Port Authority's existing agreement with LinkedIn allows the Port Authority to post seven jobs at a time, customize the content on the Port Authority's LinkedIn webpage, and use recruiting tools for finding, connecting with, and managing candidates. The Port Authority currently has over 45,000 LinkedIn followers.

Section 60.412 of the Water Code provides that a purchase for an item that can be obtained only from one source is exempt from certain procurement requirements of the Water Code. Port Authority staff has received a written statement from LinkedIn confirming that it is the sole source for access to LinkedIn's professional network.

Staff Evaluation/Justification:

LinkedIn Corporation is offering through its platform and services Career Pages (Enterprise Basic Package) custom content on the LinkedIn profile page and preferred placement on company page, seven preferred Job Slots at a time, and Corporate Recruiter, which allows for 150 InMails per month and unlimited network searches.

In comparing LinkedIn results with the results of other recruiting sites, staff believes LinkedIn has performed very well and is well worth the investment.

Staff recommends the Port Commission approve this contract with LinkedIn Corporation.

N. PEOPLE

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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 the OMNIA Partners, Public Sector (FKA National Intergovernmental Purchasing Alliance), a cooperative purchase program, in an amount not to exceed \$192,000, determine that this procurement method provides the best value to the Port Authority, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	PEOPLE AND ORGANIZATION Foster a collaborative, results-oriented organization and culture of shared leadership.

Category:

Awards, Amendments & Change Orders

Department:

Office & Building Services

Staff Contact:

Jessica Shaver

Background:

The Port Authority is seeking to obtain office supplies, toner cartridges, and copy machine paper. Standard office supplies are essential for port-wide day-to-day operations at the Port Authority. Combining these products eliminates the need for three different purchase orders and ensures competitive pricing.

OMNIA Partners, Public Sector (OMNIA) is a corporate purchasing program that the Port Authority is authorized to use. It was formerly known as the National Intergovernmental Purchasing Alliance. Texas Region 4 Education Service Center (ESC) is the local sponsor of OMNIA. ESC has a cooperative purchase contract with Epic Business Essentials (Epic) as the primary vendor. The ESC contract with Epic authorizes Epic to designate one or more third parties to fulfill customers' purchase orders pursuant to conditions set out in the ESC contract; each such third party is defined in the ESC contract as an authorized distributor. Office and Furniture Companies of Texas LLC, doing business as Greater Houston Office Products (OFC), is one such identified third party under the contract between ESC and Epic.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring office supplies, toner cartridges, and copy machine paper through OMNIA is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Office Services department has determined that the best availability, price, and contract terms for the items needed are provided by OFC under the pricing schedule obtained from the contract with OMNIA, and is therefore recommending this purchase.

Accordingly, staff recommends that the Port Commission approve this best value determination and contract.

N. PEOPLE

Subject	4. Adopt the proposed 2025 Incentive Award Plan.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, approve the proposed 2025 Incentive Award Plan, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Corporate Strategy

Staff Contact:

Jessica Shaver

Background:

By Minute No. 2020-0128-50, the Port Commission adopted an Incentive Award Program Policy outlining the roles and responsibilities with respect to the administration and funding of employee incentives. Incentive awards are cash awards that are intended to motivate employees to produce results that have been pre-defined and communicated to the employees in advance, and to reward them for achieving the stated performance goals. Pursuant to that Policy, staff has prepared a proposed 2025 Incentive Award Plan that aligns with the recently approved Strategic Plan - 2025 Update.

By Minute No. 2024-1112-05, the Port Commission approved the Fiscal Year 2025 Operating and Capital Budget, which includes funds for an employee incentive award program. Incentive awards are cash awards that are intended to motivate employees to produce results that have been pre-defined and communicated to the employees in advance, and to reward them for achieving the stated performance goals.

The proposed 2025 Incentive Award Plan includes four target payout levels for eligible employees based on the Port Authority's net operating cash flow in 2024, its 2024 Strategic Targets and their respective weights, and completion of all mandatory compliance training, among other guidelines.

Incentive Plan Net Operating Cash Flow	Target Payout Levels
Below Threshold - below 10% of budget (Less than \$278,739,900)	No award given
Threshold Level - within 10% of budget (\$278,739,900 – 294,225,449)	Greater of 1% of annual base salary or \$1,500
Achievement Level – within 5% of budget (\$294,225,450 – 309,710,999)	Greater of 2% of annual base salary or \$1,750

Incentive Plan Net Operating Cash Flow**Target Payout Levels**

Target Level - meeting budget target (\$309,711,000 – 325,196,549)	Greater of 3% of annual base salary or \$2,000
Maximum Level - exceeding 5% of budget (\$325,196,550 or More)	Greater of 5% of annual base salary or \$2,500

2025 Strategic Targets:

Strategic Goal Alignment	Targets
MARITIME ECONOMIC DEVELOPMENT - Facilitate safe navigation and grow maritime commerce within the Houston Ship Channel complex.	<p>CHANNEL</p> <ol style="list-style-type: none"> 1. Support U.S. Army Corps of Engineers-led portions of Project-11 towards completion and implement Houston Ship Channel user fee 2. Kickoff Bayport East End and Project 12 Feasibility Study <p>CARGO</p> <ol style="list-style-type: none"> 1. Continue execution of masterplan to grow container capacity 2. Advance masterplan, execute improvements, and develop plans to reconfigure Turning Basin. <p>CHANGE</p> <ol style="list-style-type: none"> 1. Identify high-priority enterprise risks, develop key risk indicators, and deploy mitigation for material risks
PARTNERSHIPS - Expand regional maritime opportunities and enhance meaningful collaboration with stakeholders.	<p>CONNECTION</p> <ol style="list-style-type: none"> 1. Advocate for project approval and funding to improve freight mobility for public terminals and greater port complex <p>COMMUNITY</p> <ol style="list-style-type: none"> 1. Conduct greater Port industry and community needs assessment to inform community investments
PEOPLE and ORGANIZATION - Foster a collaborative, results-oriented organization and a culture of shared leadership	<p>CULTURE</p> <ol style="list-style-type: none"> 1. Enhance organizational culture through employee experience and change management initiatives 2. Go live for NXGEN ERP 3. Enhance safety and security readiness <p>CAPITAL</p> <ol style="list-style-type: none"> 1. Develop financing strategies and ensure liquidity position is sufficient to sustain the Strategic Initiatives 2. Achieve the CIP and Net Operating Cash Flow metrics set forth in the 2025 Operating and Capital Budget approved by the Port Commission

Staff Evaluation/Justification:

The proposed 2025 Incentive Award Plan was prepared and reviewed by members of the Port Authority's People, Finance, and Legal divisions. Staff recommends that the Port Commission adopt the proposed 2025 Strategic Targets and 2025 Incentive Award Plan.

P. TECHNOLOGY

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Ron Farrow

Background:

The Information Technology (IT) infrastructure is primarily made up of Cisco hardware, software, subscriptions, and licensing. Cisco SmartNet ensures network reliability by providing prompt technical support and hardware replacement services, minimizing downtime. The Cisco Smart Net and enterprise agreement simplifies software procurement and management through a single contract, offering cost predictability and streamlined license administration.

The Port Authority notified vendors regarding its request for proposals (RFP) using the Port Authority's BuySpeed Eprocurement System and the project was advertised on the Port Authority's website and in a local newspaper. Fifteen vendors downloaded the project materials from BuySpeed.

Staff Evaluation/Justification:

On December 10, 2024, two RFP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to CDW-G, LLC. the proposer providing best value for the purchase of a Cisco SmartNet and Enterprise agreement, and act as otherwise described above.

P. TECHNOLOGY

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, determine that this method provides the best value to the Port Authority, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Technology Division

Staff Contact:

Charles Thompson/Courtney Sullivan-Ward/Chris Brown

Background:

In alignment with the Information Technology Master Plan (ITMP) 2024 – 2028, the Port Authority is seeking to obtain subscription-based licensing and implementation services for ServiceNow.

ServiceNow is a cloud-based platform designed to help organizations streamline digital operations, empower end users through self-service and knowledge management, workflow optimization and management, and integrate with other core systems. ServiceNow provides core tools for Information Technology service management (ITSM) and Information Technology asset management (ITAM). Both form the backbone of the Information Technology (IT) service offered at the Port Authority. Efficient business processes in incident management, change management, and asset management help streamline the process of resolving IT issues and managing changes while minimizing risk, which is critical to the successful operation of technology at the Port Authority. The implementation of ServiceNow is designed to help the Port Authority accomplish these goals.

The Texas Department of Information Resources (DIR) is a department of the State of Texas and has cooperative purchasing programs which may be used by the Port Authority.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring ServiceNow subscription-based licensing and implementation services through the Texas DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The IT department has determined that the best availability, price, and contract term for the items needed is provided by SDI Presence, LLC under the pricing schedule obtained from Texas DIR and is therefore recommending this purchase.

Accordingly, staff recommends that the Port Commission approve this best value determination and contract.

P. TECHNOLOGY

Subject	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.
Meeting	Dec 10, 2024 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 10, 2024 meeting, 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, determine that this procurement method provides the best value to the Port Authority, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Information Technology

Staff Contact:

Ron Farrow

Background:

The Port Authority is seeking to purchase Information Technology (IT) network hardware, software, subscriptions, maintenance and support, and associated peripherals, to replace network hardware as identified in 2024. The Texas Department of Information Resources (DIR) is a department of the State of Texas and has cooperative purchasing programs which may be used by the Port Authority.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring IT network hardware, software, subscriptions, maintenance, and support through the Texas DIR purchasing program is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The IT department has determined that the best availability, price, and contract term for the items needed is provided by TanChes Global Management Inc. under the pricing schedule obtained from that vendor's contract with DIR and is therefore recommending this purchase.

Accordingly, staff recommends that the Port Commission approve this best value determination and contract.