

January 24, 2025

**NOTICE OF MEETING**  
**OF THE**  
**PORT COMMISSION**  
**OF THE**  
**PORT OF HOUSTON AUTHORITY**

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on Tuesday, January 28, 2025. A quorum of the Port Commission is intended to meet at 9:15 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. The member of the Port Commission presiding over the meeting is intended to be present at that location, which shall be open to the public during the open portions of the meeting.

In addition, pursuant to Government Code Sec. 551.127 permitting a governmental body to hold a public meeting by videoconference call, the meeting may also be accessed via Webex webinar, as provided on the following page.

PORT OF HOUSTON AUTHORITY  
of  
HARRIS COUNTY, TEXAS

Erik A. Eriksson  
Secretary



## **Additional Public Meeting Notifications.**

1. In accordance with the Port Commission's usual practice:
  - a. Members of the public may speak during the posted public comment section.
    - Please register to speak no later than an hour before the meeting by emailing Erica Godfrey [egodfrey@porthouston.com](mailto:egodfrey@porthouston.com) or Erik Eriksson [eriksson@porthouston.com](mailto:eriksson@porthouston.com). They may also be reached by telephone at (713) 670-2456 or (713) 670-2614, and by mail at 111 E. Loop N, Houston, Texas 77029.
    - Please provide the name and the organization the speaker represents, if applicable.
    - Comments are limited to three minutes.
  - b. An audio recording of the meeting is being made and will be available to the public, as will written minutes after Port Commission approval.
2. To request accommodations under the Americans with Disabilities Act or language access services, please contact Erica Godfrey or Erik Eriksson at least three days prior to the meeting.
3. This meeting will offer the options to participate by videoconference (see next page) or in-person. Restrictions regarding allowable room capacity and seating arrangements may be in place at the meeting.



When it's time, join your Webex meeting here.

[Join meeting](#)

**More ways to join:**

**Join from the meeting link**

<https://porthouston.webex.com/porthouston/j.php?MTID=m9ec8f35f8bbcabe93ec158f4f3227409>

**Join by meeting number**

Meeting number (access code): 2497 426 4366

Meeting password: JanPC

**Tap to join from a mobile device (attendees only)**

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**Tuesday, January 28, 2025**  
**PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY**

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

**A. CALL TO ORDER**

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**B. OPENING REMARKS BY CHAIRMAN AND COMMISSIONERS**

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

**C. APPROVAL OF MINUTES**

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1. Port Commission Public Meeting - November 12, 2024
2. Port Commission Public Meeting - December 10, 2024

**D. STAFF REPORTS**

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1. Summary of selected financial and operational matters

**E. APPEARANCES**

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1. Public Comment

**F. EXECUTIVE**

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**Staff Report** – Selected agenda item – Tom Heidt, Chief Operating Officer

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

1. Amend the contract with VeriTrust Corporation for offsite storage of the Port Authority's business records to extend the term for five years in an amount not to exceed \$350,000.

**G. BUSINESS EQUITY**

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1. No items.

## **H. CHANNEL INFRASTRUCTURE**

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

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

1. Amend the professional services contract with TC&B/GBA, a Joint Venture of Turner Collie & Braden Inc. and Gahagan & Bryant Associates, Inc. to extend the term of the contract for three years to December 31, 2028 for continued engineering, design, project coordination, and other general assistance for the Houston Ship Channel Improvement Project.
2. Amend the contract with Lloyd Engineering, Inc. to extend the contract duration to April 30, 2025.

### ***Leases***

3. Approve a submerged lands lease for a seven-year five-month term and a marine construction permit with Campbell Transportation Company, Inc. for approximately 2.8 acres in Old River, at a total annual base rent of \$121,480, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

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

4. Approve the renewal of expiring Port Authority pipeline and transmission line licenses for thirty-year terms for the following entities: Deer Park Refining Limited Partnership, Energy Transfer Mont Belvieu NGLs LP, Gulf Coast Pipeline, L.P., Gulf Coast Pipeline, L.P. & Buckeye Products Pipe Line, L.P., HSC Pipeline Partnership, LLC, Kinder Morgan Tejas Pipeline LLC, Shell Chemical LP, and Shell Pipeline Company LP; and approve the renewal of the expiring Port Authority pipeline and transmission line licenses for ten-year terms for the following entities: Occidental Chemical Corporation, OXY Vinyls, LP, and Shell Pipeline Company LP.
5. Issue a marine construction permit to Exxon Mobil Corporation for the construction of an offloading facility in Scott Bay consisting of a bulkhead, barge dock, dolphins, and dredged area.
6. Issue a marine construction permit to Exxon Mobil Corporation for the construction of a ship dock adjacent to the Houston Ship Channel.
7. Issue a marine construction permit to the Galveston Bay Foundation to construct approximately 7,740 square feet of oyster reef pad and up to 360 square feet of two small educational reefs along the shoreline of the City of Baytown's Baytown Nature Center in Crystal Bay.
8. Issue a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line along North L Street and crossing onto the Barbours Cut Terminal yard.
9. Amend a marine construction permit issued to Harris County Toll Road Authority to widen the Beltway 8 bridge over the Houston Ship Channel, to add a shared-use path on the downstream side of the eastern bridge.

## **I. COMMERCIAL**

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

### ***Leases***

1. Approve an amendment to the lease with Seamen’s Church Institute, Inc. for approximately 8,290 square feet of exclusive-use space, 170 square feet of common area, and 0.912 acres of non-exclusive common land at Northside Turning Basin Terminal to extend the term for fifteen years, effective no earlier than August 1, 2025, at an annual base rent of \$110,400, subject to annual base rent escalation of 6.5%.
2. Ratify the extended term of a month-to-month lease with C&C Bayport LLC for approximately 3 acres out of Block 19A at Bayport Container Terminal, at an annual base rent of \$77,756.76.

## **J. FINANCE**

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

### ***General***

1. Approve the audited financial statements for the Port Authority Restated Retirement Plan for the fiscal year ended July 31, 2024.

## **K. INFRASTRUCTURE**

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**Staff Report** – Selected agenda item – Rich Byrnes, Chief Infrastructure Officer

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

1. Approve a change order with Prestique, Inc. dba Ranger Roofing and Construction to perform additional work associated with the rehabilitation of Transit Sheds 18-19 at Turning Basin Terminal in an amount not to exceed \$138,575.

## **L. MAINTENANCE**

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

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

1. Approve staff’s ranking of vendors and award a two-year contract in an amount not to exceed \$750,000 for maintenance and repair of elevators at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking – first, RICO Elevators, Inc.; and second, Hoist and Crane Service Group, Inc.
2. Award a two-year contract to Zolman Construction Company for the purchase of road-building materials for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$200,000; and award two, two-year contracts: one to Texas Materials Group, Inc. dba Texas Materials and one to 216 Resources, Inc. for the purchase of road-building materials for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$150,000 each.
3. Award a three-year contract to Beck Electric Supply, the sole source provider, for the purchase of spare and replacement Brieda cabin parts for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$500,000.

4. Award a three-year contract to Alimak Group USA, Inc., the sole source provider, for the purchase of spare and replacement proprietary parts for wharf crane elevators at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$700,000.

5. Award a three-year contract to Conductix, Inc. dba Conductix-Wampfler, the sole source provider, for the purchase of spare and replacement parts for the Conductix-Wampfler festoon systems for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in the amount not to exceed \$750,000.

6. Award a three-year contract to United Rentals, Inc. for the purchase of emergency or temporary rental power generation for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using a Sourcewell cooperative purchase program contract, in an amount not to exceed \$700,000.

## **M. OPERATIONS**

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

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

1. Approve staff's ranking of vendors and award a three-year maintenance and support services contract in an amount not to exceed \$772,800 for professional Electronic Data Interchange application management, database management, and server monitoring for Port terminal operating systems for Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal to the top-ranked proposer: staff ranking – first, DSP America Inc.; second, Navis LP; and third, Bunnell Enterprises dba Total Network Solutions.

2. Award a one-year contract to Kalmar USA Inc, the sole source provider, for maintenance services for the Marine Terminal Position Detection Software System for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$215,377.

## **N. PEOPLE**

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

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

1. Authorize an interlocal agreement with the University of Houston – Community Design Resource Center to perform services related to the Community Investment and Engagement Plan that include providing demographic and community data, feedback gathering, and data analysis, plan design and materials, and preparation of final documents in an amount not to exceed \$175,000.

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

**Staff Report** – Selected agenda item – Amy Seymour, Chief Port Security and Emergency Operations Officer

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

1. Issue a purchase order to Motorola Solutions for the purchase of land mobile radio equipment including radios, batteries, chargers, related hardware, and accessories for the Port Authority Operations, Maintenance, Port Security and Emergency Operations Divisions, and International Longshoremen's Association personnel, using the Houston-Galveston Area Council's cooperative purchase program, in an amount not to exceed \$500,000.

**P. TECHNOLOGY**

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

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

1. Issue a purchase order to Smart-Tecs, the sole source provider, for the purchase of spare parts for the gate operating system environment in an amount not to exceed \$125,000.
2. Issue a purchase order to CDW Government LLC for purchase of miscellaneous computer parts and accessories, using OMNIA Partners, a cooperative purchase program, in an amount not to exceed \$100,000.

**Q. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION**

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (a) the Memorandum of Settlement Agreement with the City of Seabrook, Texas, (b) Houston Ship Channel Expansion Channel Improvement Project, (c) claims of Curtin Maritime Corp., (d) proposed amendment to the agreements for legal services with Copeland & Rice LLP, (e) agreement for legal support services with Drewry Shipping Consultants Ltd. (f) claims of Yvette Camel-Smith, and (g) Chapter 60, Subchapter H, Texas Water Code
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) including deliberations regarding the employment with the Chief Executive Officer
5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act) including cybersecurity risk or vulnerability assessment matters
6. Adjourn Executive Session

**R. RECONVENE OPEN MEETING**

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

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

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

**T. ADJOURN MEETING**

1. Next Meeting Requested - February 19, 2025 at 11:00 a.m.
2. Adjourn Port Commission Meeting