

I N D E X

PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY OF THE PORTS OF HARRIS COUNTY, TEXAS January 28, 2025

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

- | | |
|-----------------|--|
| 2025-0128-01(a) | Approve the minutes of the November 12, 2024 Port Commission meeting |
| 2025-0128-01(b) | Approve the minutes of the December 10, 2024 Port Commission meeting |

Staff Reports

- | | |
|--------------|---|
| 2025-0128-02 | Charlie Jenkins, Chief Executive Officer, presented a summary of selected financial and operational matters |
|--------------|---|

Appearances

- | | |
|-----------------|--|
| 2025-0128-03(a) | Chairman Campo introduced Cleophus Sharp, Achieving Community Tasks Successfully (ACTS), who addressed the Port Commission |
|-----------------|--|

F. Executive

- | | |
|--------------|--|
| 2025-0128-04 | Staff Report – Selected agenda item – Erik Eriksson, Chief Legal Officer |
| 2025-0128-05 | Amend the contract with VeriTrust Corporation for offsite storage of the Port Authority’s business records to extend the term for five years |

G. Business Equity (No items)

H. Channel Infrastructure

- | | |
|--------------|--|
| 2025-0128-06 | Staff Report – Selected agenda items – Lori Brownell, Chief Channel Infrastructure Officer |
| 2025-0128-07 | 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 |

<u>Minute No.</u>	<u>Event/Action</u>
	for continued engineering, design, project coordination, and other general assistance for the Houston Ship Channel Improvement Project
2025-0128-08	Amend the contract with Lloyd Engineering, Inc. to extend the contract duration to April 30, 2025
2025-0128-09	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
2025-0128-10	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.
2025-0128-11	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
2025-0128-12	Issue a marine construction permit to Exxon Mobil Corporation for the construction of a ship dock adjacent to the Houston Ship Channel
2025-0128-13	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
2025-0128-14	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
2025-0128-15	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

<u>Minute No.</u>	<u>Event/Action</u>
2025-0128-16	Staff Report – Selected agenda items – Jared Atabuatsi, Real Estate Asset Manager
2025-0128-17	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%
2025-0128-18	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	
2025-0128-19	Staff Report – Selected agenda item – Curtis Duncan, Controller
2025-0128-20	Approve the audited financial statements for the Port Authority Restated Retirement Plan for the fiscal year ended July 31, 2024
K. Infrastructure	
2025-0128-21	Staff Report – Selected agenda items – Rich Byrnes, Chief Infrastructure Officer
2025-0128-22	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
L. Maintenance	
2025-0128-23	Staff Report – Selected agenda items – Paulo Soares, Chief Port Maintenance Officer
2025-0128-24	<p>Approve staff’s ranking of vendors and award a two-year contract 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.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2025-0128-25	Award a two-year contract to Zolman Construction Company for the purchase of road-building materials for Barbours Cut Terminal, Bayport

Minute No.

Event/Action

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

2025-0128-26 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

2025-0128-27 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

2025-0128-28 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

2025-0128-29 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

M. Operations

2025-0128-30 Staff Report – Selected agenda items – Michael Shaffner, Director, Container Operations

2025-0128-31 Approve staff's ranking of vendors and award a three-year maintenance and support services contract 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

Port Commission adopted the staff-recommended ranking and authorized award

2025-0128-32 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

Minute No.

Event/Action

N. People

- 2025-0128-33 Staff Report – Selected agenda items –Maria Aguirre, Director, Community Relations
- 2025-0128-34 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

O. Security and Emergency Operations

- 2025-0128-35 Staff Report – Selected agenda item – Amy Seymour, Chief Port Security and Emergency Operations Officer
- 2025-0128-36 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

P. Technology

- 2025-0128-37 Staff Report – Selected agenda items – Charles Thompson, Chief Information Officer
- 2025-0128-38 Issue a purchase order to Smart-Tecs, the sole source provider, for the purchase of spare parts for the gate operating system environment
- 2025-0128-39 Issue a purchase order to CDW Government LLC for purchase of miscellaneous computer parts and accessories, using OMNIA Partners, a cooperative purchase program

Q. Recess Open Meeting and Convene Executive Session

R. Reconvene Open Meeting

- 2025-0128-40 Authorize the Port Authority to amend the employment agreement with Charlie Jenkins on the terms discussed in Executive Session, and authorize the Chairman and Chief Legal Officer to do all other things reasonable or necessary to give effect to the foregoing
- 2025-0128-41 Authorize the Port Authority to settle the claims of Curtin Maritime Corporation on the terms discussed in Executive Session, and authorize the

Minute No.

Event/Action

Chief Executive Officer to do all other things reasonable or necessary to give effect to the foregoing

2025-0128-42

Authorize the Port Authority to amend the agreement for legal services with Copeland & Rice LLP on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all other things reasonable or necessary to give effect to the foregoing

2025-0128-43

Authorize the Port Authority to enter into an agreement for legal support services with Drewry Shipping Consultants Ltd. on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all other things reasonable or necessary to give effect to the foregoing

2025-0128-44

Authorize the Port Authority to amend the settlement agreement with the City of Seabrook on the terms discussed in Executive Session, and authorize the Chief Executive Officer to do all other things reasonable or necessary to give effect to the foregoing

S. Closing Remarks by Chairman and Commissioners

T. Adjourn Meeting

A public meeting of the Port Commission of the Port of Houston Authority of Harris County, Texas was convened on January 28, 2025, 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
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

Chairman Campo began his opening remarks by commending Port Authority staff for their ability to handle challenges, specifically the winter weather of the previous week that caused operations to be suspended for approximately 48 hours. Staff and International Longshoremen's Association (ILA) partners worked hard, the Port Authority provided Saturday gate hours, and working together the backlog was effectively overcome.

Chairman Campo congratulated Commissioner Fitzgerald on his recent reappointment as commissioner. Commissioner Fitzgerald has been a commissioner since 2013 but has dedicated his entire career to the region's maritime industry.

Chairman Campo also noted that Commissioner Corgey would not be seeking reappointment, after over a decade as a member of the Port Commission. Commissioner Corgey has also spent many decades in the maritime industry; his advocacy on behalf of the men and women who work in the maritime industry has helped shape the growth of the port.

He additionally observed that Commissioner Robb had been reappointed as a Port Commissioner.

Finally, Chairman Campo remarked that he had been reappointed as Chairman of the Port Commission earlier in the month, and that he would continue his commitment to collaborating and working in partnership with his fellow commissioners, the ILA, the U.S. Coast Guard, the Houston Pilots, industry, users, customers, community, and all other stakeholders for the good of the region.

(2025-0128-01) Chairman Campo called for a motion to approve the minutes of the November 12, 2024, and the December 10, 2024, Port Commission meetings. Commissioner Fitzgerald moved for approval, seconded by Commissioner Cloonan. The minutes were approved as written.

(2025-0128-02) Charlie Jenkins, Chief Executive Officer, presented a summary of selected 2024 financial and operational matters; and other year-end accomplishments:

- 2024 included record-breaking total tonnage at the public facilities, up 6% over 2023, at 53 million tons.
- Twenty-foot equivalent units (TEU) were up 8% in 2024, for a total of 4.14 million
 - Loaded exports were up 8%, primarily resins.
 - Loaded imports were up 6%, primarily consumer goods.
 - Loaded reefer imports were up 15%.
- The Port Authority had the largest-ever container vessel call at its facilities – the CMA CGM Cassiopeia, a 1,190 foot vessel in regular rotation.
- Several gate records were set in 2024, including a combined terminal daily record, a Bayport Container Terminal daily record, and a Barbours Cut Container Terminal daily record.
 - 2024 records had all been broken already in 2025.
- Total capital investments in 2024 totaled \$630 million (including \$148 million for Project 11 alone).
 - 100% of the Capital Improvement Plan – \$372 million – was awarded.
- The Maintenance Division commissioned 31 new hybrid rubber-tired gantry (RTG) cranes at Barbours Cut and Bayport Container Terminals, and three new ship-to-shore (STS) cranes at Bayport Container Terminal.
- The NXGEN Wireless initiative was providing enhanced wireless coverage and performance at the container terminals.
- Great progress was made on Project 11.
 - The last Port Authority-led contract commenced (Segment 1C).
 - Three contracts were completed.
 - Federal acceptance of three mitigation features was achieved.
 - Additionally, \$67 million in federal earmarks were obtained for Project 11.
- The Houston Ship Channel was free of draft restrictions between October 2023 and December 2024 – an achievement that had not seen in well over a decade.
- WRDA 20241 passed late in the year: the measure extended the federal dredging cost share responsibility from 50 feet to 55 feet for Construction

and Operations & Maintenance, and authorized a feasibility study for Project 12.

- The Fire Department enhanced emergency response capabilities through robust partnerships and advanced training such as high-angle rescue drills.
- Maritime economic development in the region was a point of emphasis.
 - Staff management of Foreign Trade Zone (FTZ) 84 added a record nine new sites and increased its allowable activation limit with the U.S. Foreign Trade Zones board from 2,000 to 3,000 acres, further boosting the economy and facilitating international trade.
 - FTZ 84 employed approximately 9,000 people and brought in merchandise of up to \$50 billion annually.
- The Port Authority engaged more than 60,000 community members through multiple outreach efforts, including the third annual Community Resource Fair, with over 3,000 attendees.
- The Port Authority awarded \$181.1 million to 521 small businesses that participated in its programs, and also surpassed a milestone of \$1 billion in awards since the launch of the Small Business Development Program in 2002.
- The Port Authority's maritime education outreach expanded to eight maritime high school programs in seven districts resulting in 86 graduates in the 2024 class, and two significant firsts were achieved:
 - A unique academic partnership between Chevron and Austin High School, boosting workforce access and funding for the school's maritime program.
 - A Memorandum of Understanding was entered into with the Coast Guard to enhance engagement and development opportunities for Houston's future maritime workforce.
- The Port Authority was recognized by the Texas Commission on Environmental Quality (TCEQ) and the North American Marine Environment Protection Association with awards for its work in pollution prevention, sustainability, maritime education, and Project 11 environmental stewardship.
 - It also achieved recertification by the International Standards Organization for Environmental Management, continuing a tradition started in 2002.
- Grant awards totaling \$57 million were obtained for projects that improved port efficiency, emission reduction, and community benefits.
- The NXGEN ERP project implementation began, which was expected to provide more efficient and effective solutions to managing business-critical functions in Human Resources, Finance, Real Estate, Asset Management, Maintenance, and Capital Projects.
- Finally, the Port Authority received the Great Place to Work designation for the first time in 2024.

- The designation should to help bolster recruitment and was a positive indication of momentum in improving the employee experience.
- Mor important than the designation was the fact that Port Authority employees felt that it was a great place to work.

Mr. Jenkins stressed that there were many more things he could have highlighted, but the list gave a snapshot into last year's accomplishments. He thanked the Port Commission for its support, and added that staff looked forward to a great 2025.

(2025-0128-03) Appearances

(a) Chairman Campo recognized Cleophus Sharp, Achieving Community Tasks Successfully (ACTS), who addressed the Port Commission.

Mr. Sharp spoke on behalf of the port communities that lived daily with unsafe conditions that affected the basic human rights to breath clean air. The Port Commission worked hard to improve the economic conditions and sustainability of the port but the communities bore the brunt of the poor air quality produced by chemical plants in the surrounding area.

Mr. Sharp stated that his father was once a member of the Port Commission and represented the community, and unless one lived in the community, one would never fully understand to watch a toddler or grandparent struggle to catch their breath.

Mr. Sharp requested that a member of the frontline community be appointed to the Port Commission – someone who had personal experience of what the community endured on a daily basis.

(2025-0128-04) Chairman Campo recognized Erik Eriksson, Chief Legal Officer, to provide a report of selected Executive agenda items.

Mr. Eriksson explained that the single item on the agenda was for an extension of the Port Authority's contract for offsite record storage. The contract amount was slightly higher, as a larger portion of records were expected to be stored offsite in the coming years.

(2025-0128-05) RCA F1 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 F1 PASSED.

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

(2025-0128-06) Chairman Campo recognized Lori Brownell, Chief Channel Infrastructure Officer, to provide a report of selected Channel Infrastructure agenda items.

Ms. Brownell remarked that there were currently two draft restrictions in place at the container terminals, adding that the Port Authority was working closely with the U.S. Army Corps of Engineers to get them resolved. Thankfully the restrictions had not impacted many vessels.

Mr. Jenkins added that the restrictions had not been caused by a lack of federal funding, but rather from a procurement issue on a contract that had been appealed and awaiting resolution from the Department of Justice.

Ms. Brownell reported that the Army Corps of Engineers accepted all of Segment 1B, and the Coast Guard was in the process of relocating the aids to navigation so that all of Galveston Bay would be open to Bayport, which would save approximately two hours of transit time.

Ms. Brownell noted that Items H1 and H2 were contract extensions that related to Project 11, and Items H3 through H9 were for channel real property.

Commissioner DonCarlos voiced concern regarding agenda Item H3, a submerged land lease in Old River. He worried that there was quite a bit of water traffic in the area and navigation could be an issue. However, he was assured that, although the area was crowded, there was enough space to safely navigate the area.

Commissioner DonCarlos also commented that the community was supportive of ExxonMobil, which was constructing a dock to which Items H5 and H6 pertained to.

Finally, he asked staff to address Item H9, as he wanted to make sure that protective measures were put into place along the bridge so that people could not perform acts that could cause bodily harm to themselves.

(2025-0128-07) RCA H1 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H1 PASSED.

(2025-0128-08) RCA H2 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H2 PASSED.

(2025-0128-09) RCA H3 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan,

Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H3 PASSED.

(2025-0128-10) RCA H4 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H4 PASSED.

(2025-0128-11) RCA H5 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H5 PASSED.

(2025-0128-12) RCA H6 w was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H6 PASSED.

(2025-0128-13) RCA H7 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H7 PASSED.

(2025-0128-14) RCA H8 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H8 PASSED.

(2025-0128-15) RCA H9 was presented, moved by Commissioner Jones, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA H9 PASSED.

(2025-0128-16) Chairman Campo recognized Jared Atabuatsi, Real Estate Asset Manager, to provide a report of selected Commercial agenda items.

Mr. Atabuatsi remarked that both agenda Items were real estate matters. Item H1 was to extend the term of a lease while H2 was to ratify a month-to-month lease.

(2025-0128-17) RCA I1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I1 PASSED.

(2025-0128-18) RCA I2 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA I2 PASSED.

(2025-0128-19) Chairman Campo recognized Curtis Duncan, Controller to provide a report of selected Finance agenda items.

Mr. Duncan explained that representatives of the Port Authority's auditor, Forvis/Mazars, were in attendance to present the firms findings on the Port of Houston Authority Restated Retirement Plan (Plan). Mr. Duncan yielded the floor to Angela Dunlap, Assurance Partner, and Erica Brown, Assurance Senior Manager, for a report on their findings.

Ms. Dunlap detailed the findings of the audit on the Plan. An unmodified opinion was issued that found no internal control matters.

Ms. Brown further detailed the findings, a full report of which was given to the Port Commissioners. The Port Authority's financial statements for the Plan were in order and conformed to generally accepted accounting principles (GAAP) standards. Two areas to which particularly close attention was paid were management override of controls and benefit payments. The benefit payments were a big risk area, so employees were randomly checked to make sure all proper payments were made correctly; additionally, the qualitative aspects were looked at to ensure everything was reasonable. Nothing unusual was noted.

Ms. Brown concluded that the overall audit was great.

Chairman Campo remarked that typically the auditors would present first to the Audit Committee, then to the Port Commission. However, the schedule for the day had the Port Commission meeting first, followed by the Audit Committee. Additional discussion regarding the audit was anticipated in the Audit Committee meeting.

(2025-0128-20) RCA J1 was presented, moved by Commissioner Jones, seconded by Commissioner DonCarlos. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA J1 PASSED.

(2025-0128-21) Chairman Campo recognized Rich Byrnes, Chief Infrastructure Officer, to provide a report of selected Infrastructure agenda items.

Mr. Byrnes reiterated many of the achievements that pertained to the Infrastructure Division which were earlier noted by Mr. Jenkins. He added that a recent grant that had not been mentioned was a \$25 million award for a hydrogen fueling station. However, the grant funding was currently on pause, pending evaluation by the federal government.

In 2024, \$374 million worth of capital projects had been completed, many of which had been awarded in prior years. Approximately \$800 million in awards were still a work in progress, and thirty more projects were expected to be brought for approval, totaling about \$232 million.

Mr. Byrnes announced that the Texas Transportation Forum convention have just started, which the Port Authority was attending, where it moderated a panel titled “Roadblocks to Freight,” to discuss the various issues surrounding truck congestion.

Mr. Byrnes brought only one item for approval, a change order for a roofing repair contract.

(2025-0128-22) RCA K1 was presented, moved by Commissioner Corgey, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA K1 PASSED.

(2025-0128-23) Chairman Campo recognized Paulo Soares, Chief Port Maintenance Officer, to provide a report of selected Port Operations agenda items.

Mr. Soares shared a few 2024 Maintenance Division highlights. The container terminal STS cranes worked for over 85,000 hours throughout the year with an uptime of 99%, and RTG cranes worked similar hours with only a slightly less uptime – about 96%.

Mr. Soares noted there were six items on the agenda for Maintenance. Item L1 pertained for elevator repair and maintenance at the Port Authority facilities while Item L5 was for the purchase of spare and replacement parts for festoon systems for wharf cranes.

Commissioner DonCarlos asked if, for Item L6, it would ever be feasible for the Port Authority to purchase its own backup generators instead of renting them. Mr. Jenkins explained that the flexibility of renting a mobile unit currently saved money, but staff would look into the feasibility of purchasing one.

(2025-0128-24) RCA L1 was presented. Commissioner DonCarlos moved for staff’s ranking of vendors and award a contract to the top-ranked proposer: staff ranking – first, RICO Elevators, Inc.; and second, Hoist and Crane Service Group, Inc., seconded by Commissioner Fitzgerald. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA L1 PASSED.

(2025-0128-25) RCA L2 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 L2 PASSED.

(2025-0128-26) RCA L3 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 L3 PASSED.

(2025-0128-27) RCA L4 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 L4 PASSED.

(2025-0128-28) RCA L5 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 L5 PASSED.

(2025-0128-29) RCA L6 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 L6 PASSED.

(2025-0128-30) Chairman Campo recognized Michael Shaffner, Director, Container Operations, to provide a report of selected Port Operations agenda items.

Mr. Shaffner highlighted the significant achievement of the Port Authority surpassing the four million TEU mark in 2024. The record volume was delivered with a satisfactory and consistent level of service to truckers, vessels, and industry partners.

Mr. Shaffner noted there were two items on the agenda. Item M1 was a maintenance and support services contract for services related to terminal operating systems. Item M2 was maintenance of the Marine Terminal Position Detection Software System at the container terminals.

(2025-0128-31) RCA M1 was presented. Commissioner Corgey moved for staff's ranking of vendors and award a contract to the top-ranked proposer: staff ranking – first, DSP America Inc.; second, Navis LP; and third, Bunnell Enterprises dba Total Network Solutions, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA M1 PASSED.

(2025-0128-32) RCA M2 was presented, moved by Commissioner Corgey, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA M2 PASSED.

(2025-0128-33) Chairman Campo recognized Maria Aguirre, Director, Community Relations, to provide a report of selected People agenda items.

Ms. Aguirre highlighted that the Community Relations Department engaged with over 80,000 people in 2024, an impressive accomplishment that included the help of many other Port Authority departments.

Looking ahead, the Community Grants Program would officially kick off on February 1, 2025, and the request for proposals for the Sam Houston boat replacement was currently being worked on; the plan was to bring an award request to the Port Commission in March.

Ms. Aguirre explained that Item N1 was for a community investment and engagement strategy. The Port Authority would be the first port in the nation to do such a thing on the scale and magnitude detailed in the plan, which would devise a strategy to help the Port Authority look at the way it engaged and invested in communities and the way that it partnered with industry.

(2025-0128-34) RCA N1 was presented, moved by Commissioner Fitzgerald, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgy, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA N1 PASSED.

(2025-0128-35) Chairman Campo recognized Amy Seymour, Chief Port Security and Emergency Operations Officer, to provide a report of selected Security and Emergency Operations agenda items.

Ms. Seymour had one item for approval, a purchase order for the purchase of radio equipment including replacement parts. Radios were the backbone of the Port Authority's operations, and the Port Authority would be expanding its in-house repair capabilities to accommodate the large amount of maintenance that they required.

(2025-0128-36) RCA O1 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgy, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA O1 PASSED.

(2025-0128-37) Chairman Campo recognized Charles Thompson, Chief Information Officer, to provide a report of selected Technology agenda items.

Mr. Thompson remarked that there were two items on the agenda for Technology. Item P1 was for the purchase of spare parts for the gate operating system environment and Item P2 was for the purchase of miscellaneous computer parts and accessories.

(2025-0128-38) RCA P1 was presented, moved by Commissioner Jones, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA P1 PASSED.

(2025-0128-39) RCA P2 was presented, moved by Commissioner Jones, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. RCA P2 PASSED.

At 10:15 a.m. Chairman Campo called for a brief recess, and at 10:23 a.m. called for an Executive Session and asked Mr. Eriksson 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 (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) claims of Yvette Camel-Smith, and (f) agreement for legal support services with Drewry Shipping Consultants Ltd.; 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*), including cybersecurity risk or vulnerability assessment matters. The Port Commission will reconvene in public session after the closed meeting is adjourned.

At 11:43 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

Erik Eriksson, Chief Legal Officer
Tom Heidt, Chief Operating Officer
J. Kent Friedman, outside counsel

(2025-0128-40) Commissioner Corgey moved to authorize the Port Authority to amend the employment agreement with Charlie Jenkins on the terms discussed in Executive Session, and authorize the Chairman and Chief Legal Officer to do all other things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Cloonan. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. MOTION PASSED.

(2025-0128-41) Commissioner Cloonan moved to authorize the Port Authority to settle the claims of Curtin Maritime Corporation on the terms discussed in Executive Session, and authorize the Chief Executive Officer to do all other things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Jones. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. MOTION PASSED.

(2025-0128-42) Commissioner Robb moved to authorize the Port Authority to amend the agreement for legal services with Copeland & Rice LLP on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all other things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Corgey. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. MOTION PASSED.

(2025-0128-43) Commissioner Robb moved to authorize the Port Authority to enter into an agreement for legal support services with Drewry Shipping Consultants Ltd. on the terms discussed in Executive Session, and authorize the Chief Legal Officer to do all other 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.

(2025-0128-44) Commissioner DonCarlos moved to authorize the Port Authority to amend the settlement agreement with the City of Seabrook on the terms discussed in Executive Session, and authorize the Chief Executive Officer to do all other things reasonable or necessary to give effect to the foregoing, seconded by Commissioner Robb. Chairman Campo, and Commissioners Cloonan, Corgey, DonCarlos, Fitzgerald, Jones, and Robb voted Aye. Nays none. MOTION PASSED.

At 11:44 a.m., Chairman Campo adjourned the Port Commission meeting.

The above is a correct copy of the Minutes of the January 28, 2025 meeting of the Port Commission of the Port of Houston Authority.



Ric Campo, Chairman



Erik A. Eriksson, Secretary

F. EXECUTIVE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize staff to amend the contract with VeriTrust Corporation for offsite storage of the Port Authority's business records to extend the term for a period of five years 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:

Records & Information Management

Staff Contact:

Laura Vincent/Erik Eriksson

Background:

By Minute No. 2020-0128-05, the Port Commission authorized an agreement with VeriTrust Corporation (VeriTrust) for offsite storage of the Port Authority's business records. The initial term of the contract was for five years at a cost not to exceed \$300,000, with an option to renew for an additional five years at a one-time 4% increase in fees.

The initial term will expire on February 28, 2025.

Staff Evaluation/Justification:

Staff has reviewed the contract option for a five-year extension and found it continues to be fair and reasonable, with a one-time 4% increase in fees from those in place during the initial term.

VeriTrust has continually met its obligations under the agreement and demonstrated strong customer-focused service since becoming the Port Authority's offsite storage provider. Since VeriTrust is the incumbent provider, the physical records would remain in their current location and the high-quality service is expected to continue. In addition, VeriTrust is a Port Authority-Enrolled Small Business.

Staff recommends that the Port Commission approve an amendment to extend the agreement with VeriTrust as described above.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize staff to 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, 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/Leiá 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 (Project 11), which is widening the channel 170 feet (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 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. Segment 5/6, Packages 10/11, Glendale and Filterbed placement areas
6. Segment 5/6, Packages 12, Sims Bayou to Turning Basin

By Minute Nos. 2021-1012-07, 2022-0617-05, 2023-0320-19, and 2024-0229-13, the Port Commission awarded the Joint Venture contract amendments to provide continued engineering, design, project coordination, and other general services for Project 11 for a total amount of \$37,277,020. Port Authority staff has also authorized two no-cost amendments to extend the term of the Contract.

The proposed amendment would be the seventh amendment at no cost to the contract. It would extend the term of the contract from January 31, 2025 to December 31, 2028.

Staff Evaluation/Justification:

Port Authority staff has determined the Joint Venture is the most highly qualified firm to provide continued engineering, design, project coordination, and other general services to complete Project 11.

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

H. CHANNEL INFRASTRUCTURE

Subject	2. Amend the contract with Lloyd Engineering, Inc. to extend the contract duration to April 30, 2025.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to amend the contract with Lloyd Engineering, Inc. to extend the contract duration to April 30, 2025, 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/Amanda Hamrick

Background:

By Minute No. 2023-1212-12, the Port Commission awarded Lloyd Engineering, Inc. (LEI) a contract for the sampling of dredged material for offshore placement. Sampling and testing have since been completed. This proposed change in contract duration would allow LEI to complete the reporting deliverable needed to obtain the offshore placement permit.

Staff Evaluation/Justification:

Staff has concluded that at this time it would be the most cost and schedule-effective approach and in the best interest of the Port Authority for the contract duration to be extended to December 31, 2025, and so requests that the Port Commission approve an amendment to this contract with the Port Authority as described above.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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 \$117,600, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, a one-time back rent payment of \$282,587.20, 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:

Channel Infrastructure Real Property

Staff Contact:

Garry McMahan/Chris Gossett

Background:

Campbell Transportation Company, Inc. (Campbell), Port Authority File No. 2022-0114, has requested that the Port Authority lease approximately 2.8 acres of submerged land in Old River adjacent to Port Authority uplands for a seven-year, five-month term for barge fleeting. Campbell previously leased approximately 5.03 acres of private adjacency beginning July 1, 2022, across the Old River barge channel from the proposed lease and occupied the current area without a lease since the same date. The term of the Port Authority-adjacency lease is intended to expire simultaneously as the private adjacency lease and provide for a one-time payment of back rent at \$282,587.20.

Campbell Transportation Company, Inc., Port Authority File No. 2022-0115, also requested a marine construction permit for barge fleeting activities in the 2.8 acres at Old River.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the proposed lease and a marine construction permit with Campbell under the terms described above.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to renew 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; 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*
Deer Park Refining Limited Partnership	2002-0113	\$4,164
Energy Transfer Mont Belvieu NGLs LP	2005-0178	\$4,772
Gulf Coast Pipeline, L.P.	2002-0119	\$4,772
Gulf Coast Pipeline, L.P. & Buckeye Products Pipe Line, L.P.	2002-0187	\$71,211
HSC Pipeline Partnership, LLC	2004-0468	\$15,289
Kinder Morgan Tejas Pipeline LLC	2004-0063	\$4,772
Kinder Morgan Tejas Pipeline LLC	2005-0029	\$4,772
Shell Chemical LP	2003-0073	\$4,772
Shell Pipeline Company LP	1991-0077	\$4,772
Total		\$119,296

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

10-Year Term

Company	File No.	License Fee*
Occidental Chemical Corporation	1989-0375	\$4,770
Occidental Chemical Corporation	1998-0265	\$9,540
OXY Vinyls, LP	2003-0398	\$4,772
OXY Vinyls, LP	2004-0280	\$24,220
Shell Pipeline Company LP	1999-0229	\$5,706
Total		\$49,008

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.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to 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, 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:

Exxon Mobil Corporation, Port Authority File No. 2024-0324, has applied for a marine construction permit for a materials offloading facility, consisting of a bulkhead, barge dock, dolphins, and dredged area to -20.0 feet Mean Lower Low Water plus 2 feet of overdraft, extending into Scott Bay, adjacent to the James Strange Survey, A-7.

The purpose of the proposed project would be to provide a materials offloading dock facility to allow the offload of large equipment and components from barges accessible to the Houston Ship Channel destined to the western side of the ExxonMobil Baytown Complex for future expansion. The dredge basin would be approximately 5.23 acres, removing approximately 100,000 cubic yards of dredged material and the dock structure would total approximately 26,250 square feet.

Staff Evaluation/Justification:

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

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	6. Issue a marine construction permit to Exxon Mobil Corporation for the construction of a ship dock adjacent to the Houston Ship Channel.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to issue a marine construction permit to Exxon Mobil Corporation for the construction of a ship dock adjacent to the Houston Ship Channel, 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:

Exxon Mobil Corporation, Port Authority File No. 2024-0347, has applied for a marine construction permit consisting of a ship dock, breasting dolphins, mooring dolphins, barge dolphins, walkways, concrete blocks, and a dredged area to -48.5 feet Mean Lower Low Water plus 2 feet of overdredge, adjacent to the Houston Ship Channel, and adjacent to the William Scott Survey, A-66.

The proposed project would provide a dock facility to allow the loading out of petrochemical products to ships and barges accessible to the Houston Ship Channel for export to other marine terminals domestically and abroad. The dredged basin would be approximately 11.28 acres, removing approximately 320,000 cubic yards of dredged material, and the dock structure would total approximately 18,558 square feet.

Staff Evaluation/Justification:

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

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to 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, 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/Chris Gossett

Background:
The Galveston Bay Foundation, Port Authority File No. 2024-0369, has applied for a marine construction permit to construct approximately 7,740 square feet of an 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.

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 waived.

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize 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, 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/Chris Gossett

Background:

Comcast of Houston, LLC (Comcast), Port Authority File No. 2024-0105, has applied for a transmission line license for one fiber optic/communication line along North L Street and crossing onto the Barbours Cut Terminal yard in the Johnson Hunter Survey, A-35, to provide service for the contractor, McCarthy Building Companies, Inc. (McCarthy).

McCarthy is the contractor for the Port Authority's Wharves 4 and 5 and Container Yards 6 and 7 at Barbours Cut Terminal. Comcast would terminate the line just as it enters the property, and McCarthy would run a line from the temporary work office to the box. This would allow anyone else who uses the site during the term of the license to run a cable to the box.

Staff Evaluation/Justification:

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

Staff recommends approval.

H. CHANNEL INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, authorize the Port Authority to 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, 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

Background:

Harris County Toll Road Authority, Port Authority File No. 2017-0026 has applied to amend its current marine construction permit 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. This change would widen the structures from approximately 174 feet to 188 feet. The design would then change from a concrete segmental cable-stay to a composite steel cable-stay bridge. The shared-use path would accommodate both pedestrians and bicyclists. No change would be made to the Beltway 8 bridge clearance over the Houston Ship Channel.

The bridge is in the Richard and Robert Vince Survey, A-76 on the north, and Thomas Earle, A-18 on the south.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property department. The \$1,000 application fee has been paid.

Staff recommends approval.

I. COMMERCIAL

Subject	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%.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action, Information
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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%, 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>PEOPLE AND ORGANIZATION Foster a collaborative, results-oriented organization and culture of shared leadership.</p> <p>Strategic Objective PEOPLE AND ORGANIZATION - CAPITAL Ensure Fiscal Responsibility</p>

Category:

Leases

Department:

Real Estate

Staff Contact:

Isaac Kyle/Diana Sechler

Background:

By Minute No. 2015-0623-15, the Port Commission approved a ten-year lease subject to one five-year mutual extension option with Seamen’s Church Institute of New York and New Jersey for approximately 8,290 square feet of exclusive-use space and approximately 170 square feet of common area for a total of approximately 8,460 square feet and 0.912 acres of non-exclusive common land for parking surrounding the building, located at the Northside Turning Basin Terminal.

The property is used for general offices and operation of a maritime education and training facility, and special events related thereto.

On or about July 1, 2022, Seamen’s Church Institute of New York and New Jersey changed its entity name to Seamen’s Church Institute, Inc. (SCI).

SCI has now requested that the Port Authority extend the lease term for an additional fifteen years and intends to continue to use the property for the purposes described above.

Staff Evaluation/Justification:

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

I. COMMERCIAL

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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:

Real Estate

Staff Contact:

Jarka Vochyan/Isaac W. Kyle

Background:

The Port Authority currently has a month-to-month lease with C&C Bayport LLC for approximately 3 acres out of Block 19A at Bayport that has been in effect for more than one year since August 1, 2024. C&C Bayport LLC's current annual base rent is approximately \$77,756.76 and is based upon the current premium rate for a month-to-month lease agreement. C&C Bayport LLC uses the leased premises for a storage yard.

An amendment to the Texas Water Code adopted in the 2011 State of Texas legislative session requires that the Port Commission authorize month-to-month lease agreements in effect for more than one year.

Staff Evaluation/Justification:

Staff recommends the Port Commission ratify the extended term of a month-to-month lease with C&C Bayport LLC under the terms described above.

J. FINANCE

Subject	1. Approve the audited financial statements for the Port Authority Restated Retirement Plan for the fiscal year ended July 31, 2024.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission at its January 28, 2025 meeting, approve the audited financial statements for the Port Authority Restated Retirement Plan for the fiscal year ended July 31, 2024, 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:

Accounting/Treasury

Staff Contact:

Curtis Duncan/Roland Gonzalez

Background:

Section 802.103, Texas Government Code, states:

"(a) ... the governing body of a public retirement system shall publish an annual financial report showing the financial condition of the system as of the last day of the fiscal year covered in the report. The report must include the financial statements and schedules examined in the most recent audit performed as required by Section 802.102 and must include a statement of opinion by the certified public accountant as to whether or not the financial statements and schedules are presented fairly and in accordance with generally accepted accounting principles.

(b) The governing body of a public retirement system shall, before the 211th day after the last day of the fiscal year under which the system operates, file with the State Pension Review Board a copy of each annual financial report it makes as required by law."

The Port Authority engaged ForvisMazars, its external auditing firm, to conduct an audit of the Port of Houston Authority Restated Retirement Plan (Pension Plan) for the fiscal year ending July 31, 2024, in accordance with statutory requirements.

The audited financial statements for the Pension Plan for the fiscal year ended July 31, 2024, included a statement of opinion by ForvisMazars, reading as follows:

"In our opinion, the financial statements referred to above present fairly, in all material respects, information regarding the Port of Houston Authority Restated Retirement Plan fiduciary net position as of July 31, 2024 and 2023, and changes therein for the years then ended in conformity with accounting principles generally accepted in the United States of America."

Staff Evaluation/Justification:

Therefore, staff recommends that the Port Commission approve the audited financial statements for the Pension Plan for the fiscal year ended July 31, 2024, whereupon the Port Authority will file such financial statements with the Texas Pension Review Board.

K. INFRASTRUCTURE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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. 2024-0924-21, the Port Commission awarded a contract to Prestique, Inc. dba Ranger Roofing and Construction for the rehabilitation of Transit Sheds 18-19 at Turning Basin Terminal.

This proposed change order addresses additional sub-framing components and fasteners to meet updated wind loads in accordance with building code requirements.

This is the first change order to this contract, for a total change order value to date of \$138,575, which is 4.1% of the total contract value.

Staff Evaluation/Justification:

Staff has reviewed the proposal submitted by Prestique, Inc. dba Ranger Roofing and Construction and found it to be fair and reasonable and recommends that the Port Commission authorize this change order.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting: (a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order - first, RICO Elevators, Inc.; and second, Hoist and Crane Service Group, Inc.; (b) award a two-year contract to the top-ranked proposer for maintenance and repair of elevators at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$750,000; (c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and (d) 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:

Nathan Fabian

Background:

By Minute No. 2022-0802-40, the Port Commission awarded a two-year contract to RICO Elevators, Inc. in the amount not to exceed \$650,000 for maintenance and repair of elevators at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. The current contract has expired with less than 12% of the funds remaining. A total of forty elevators have been serviced under this contract, including thirty-two on wharf cranes, four in the Stevedoring Support Buildings, two in the Bayport Administration Building, and two in the Turning Basin Executive Building.

The Port Authority notified vendors regarding its request for competitive sealed proposals (CSP) for maintenance and repair of elevators at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal 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 December 19, 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. Staff identified the following vendors, listed in order of ranking, as providing best value for the required service:

- RICO Elevators, Inc.

- Hoist and Crane Service Group, Inc.

Following staff Executive Committee review, staff recommends that the Port Commission award a two-year contract to RICO Elevators, Inc., the proposer providing the best value for maintenance and elevator repair services at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, and act as otherwise described above.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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:

Michael Gignac

Background:

The Port Authority seeks to obtain contracts to purchase road-building materials for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. Road construction is a critical component of the Port Authority's infrastructure development that facilitates economic growth and improves accessibility throughout the terminals. Procuring high-quality materials ensures the durability and longevity of the Port Authority's roads, reducing long-term maintenance costs.

The Port Authority notified vendors regarding its request for competitive sealed bids (CSB) 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 December 16, 2024, three CSB responses were received and opened. 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 Authority award a two-year contract to Zolman Construction Company in an amount not to exceed \$200,000; a two-year contract to Texas Materials Group, Inc. dba Texas Materials in an amount not to exceed \$150,000; and a two-year contract to 216 Resources, Inc. in an amount not to exceed \$150,000, as the lowest responsible bidders for road-building materials.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, award a three-year contract to Beck Electric Supply 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, 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:

Nathan Fabian

Background:

By Minute No. 2023-0627-39, the Port Commission awarded a two-year contract to Beck Electric Supply for the purchase of spare and replacement Brieda cabin parts for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in the amount not to exceed \$200,000. Contract funds are nearly depleted.

The Port Authority currently owns nineteen wharf cranes including seven operating at Barbours Cut Terminal and twelve at Bayport Container Terminal that are equipped with operator cabins manufactured by Brieda Cabins S.r.l. of Italy. Additionally, eight wharf cranes equipped with Brieda cabins are expected to be delivered during the contract period. The ability to expedite procurement of spare and replacement parts for these cabins is critical to efficient terminal operation.

Staff Evaluation/Justification:

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 the manufacturer confirming that Beck Electric Supply is the sole authorized source for the replacement of Brieda parts in the United States.

Staff recommends that the Port Commission award a three-year contract to Beck Electric Supply for the purchase of spare and replacement Brieda cabin parts for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal. Replacement and spare parts would be purchased through this contract as needed to properly maintain wharf cranes and minimize operational downtime.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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:

Nathan Fabian

Background:

By Minute No. 2022-0224-25, the Port Commission awarded a three-year contract to Alimak Group USA, Inc., for the purchase of spare and replacement proprietary parts for wharf crane elevators at Barbours Cut Terminal and Bayport Container Terminal in the amount not to exceed \$550,000.

The Port Authority maintains thirty wharf cranes at Barbours Cut Terminal and Bayport Container Terminal that are equipped with Alimak elevators, which are used to transport personnel and materials during operation and maintenance activities. To ensure the safety and reliability of these elevators, routine preventive maintenance must be performed, and captive replacement parts frequently procured. Safety devices on these elevators are proprietary and have expiration dates which necessitate periodic replacement. The current purchase order is set to expire in February 2025.

Staff Evaluation/Justification:

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 the manufacturer confirming that Alimak Group USA, Inc. is the sole source for the purchase of certain elevator components and safety devices in the United States.

Staff recommends that the Port Commission award a three-year contract to Alimak Group USA, Inc. for the purchase of spare and replacement proprietary parts for wharf crane elevators at Barbours Cut Terminal and Bayport Container Terminal.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, award a three-year contract to Conductix, Inc. dba Conductix-Wampfler, the sole source provider, for the purchase of spare and replacement parts for Conductix-Wampfler festoon systems for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$750,000, 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:

Maintenance

Staff Contact:

Nathan Fabian

Background:

By Minute No. 2021-0928-48, the Port Commission awarded a three-year contract to Conductix, Inc. dba Conductix-Wampfler in the amount not to exceed \$750,000 for the purchase of spare and replacement parts for Conductix-Wampfler festoon systems for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal. The current contract term has expired with less than 20% of funds remaining.

The Port Authority currently owns twenty-two wharf cranes that are equipped with Conductix-Wampfler festoon systems for transmission of power and control to operator cabins. Given the importance festoon systems have in container crane operations, it is advantageous to have a contract in place to purchase spare and/or replacement parts as needed in order to minimize crane downtime.

Staff Evaluation/Justification:

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 the manufacturer confirming that Conductix, Inc. dba Conductix-Wampfler is the sole source for captive replacement Conductix-Wampfler parts in the United States.

Staff recommends that the Port Commission award a three-year contract with Conductix, Inc. dba Conductix-Wampfler for the purchase of spare and replacement parts for Conductix-Wampfler festoon systems on wharf cranes at Barbours Cut Terminal and Bayport Container Terminal.

L. MAINTENANCE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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:

Maintenance

Staff Contact:

Nathan Fabian

Background:

By Minute No. 2022-0802-44, the Port Commission awarded a three-year contract to United Rentals, Inc. in the amount not to exceed \$300,000 for the rental of emergency power generation for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using a Sourcewell cooperative purchase program contract.

United Rentals, Inc. would provide generators and reefer plugs on an emergency and temporary basis as needed by the terminals. This contract is necessary for routine maintenance and/or to continue uninterrupted vessel operations.

Staff Evaluation/Justification:

The Director of Procurement Services has determined that procuring the three-year purchase agreement for emergency or temporary rental power generation-related services through a Sourcewell cooperative purchase program contract 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 items needed are provided by United Rentals, Inc. under the pricing schedule obtained from that vendor's contract with Sourcewell cooperative purchase 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. 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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	<p>The Port Commission, at its January 28, 2025 meeting:</p> <p>(a) approve staff's ranking of the most qualified vendors, based on the selection criteria, in the following order - first, DSP America Inc.; second, Navis LP; and third, Bunnell Enterprises dba Total Network Solutions;</p> <p>(b) award a three-year services agreement contract to DSP America Inc. for professional EDI application management, database management, and server monitoring terminal operating system for Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal in an amount not to exceed \$772,800;</p> <p>(c) grant authority, if a contract cannot be negotiated with the first-ranked vendor, to formally, and in writing, end negotiations with that vendor and proceed to the next vendor in the order of ranking until a contract is reached or all proposals are rejected; and</p> <p>(d) further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.</p>

Category:

Awards, Amendments & Change Orders

Department:

Operations

Staff Contact:

Joey Purdue

Background:

The Port Authority is seeking to obtain the following services from the provider:

- Functional responsibility for the Electronic Data Interchange (EDI) environment ensuring functionality, reliability, and performance to meet customers' requirements;
- Monitoring and troubleshooting of the EDI application environment inclusive of associated hardware required to run the EDI application;
- Monitoring of the N4 Terminal Operating System production environment server status; and
- Proactive monitoring of the N4 and gate operating database environments and database management as needed to supplement Port Authority staff and management, including database refreshes, locks resolution, scheduled maintenance and backups, and on-call support for critical issues.

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

Staff Evaluation/Justification:

On January 2, 2025, five RFP responses were received and opened. Staff evaluated and ranked the proposals in accordance with the selection criteria published in the RFP. Staff identified the following vendors, listed in order of ranking, as providing best value to the Port Authority:

- DSP America Inc.
- Navis LP
- Bunnell Enterprises dba Total Network Solutions

Following staff Executive Committee review, staff recommends that the Port Commission award the contract to DSP America Inc., and act as otherwise described above.

M. OPERATIONS

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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:

Operations

Staff Contact:

Joey Purdue

Background:

By Minute No. 2019-0924-45, the Port Commission awarded a contract to Kalmar USA Inc to implement and maintain a marine terminal position detection software system for use at Port Authority container terminals. The Position Detection Software System improves yard crane and overall terminal efficiency with improved inventory integrity by completing real time container position updates. Ongoing maintenance and support of the Kalmar position detection system can only be provided by Kalmar USA Inc and therefore the procurement method is sole source.

The contract describes the year-to-year maintenance services that are required to be performed and sets forth the maintenance fee for each one-year maintenance term. The fee is based on the total number of cranes using the position detection system.

Staff Evaluation/Justification:

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 the manufacturer confirming that Kalmar USA Inc is the sole authorized source of the position detection software system in the United States.

Staff recommends the Port Commission approve the one-year contract with Kalmar USA Inc.

N. PEOPLE

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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 - COMMUNITY Champion Local Opportunities

Category:

Awards, Amendments, & Change Orders

Department:

Community Relations

Staff Contact:

Maria Aguirre

Background:

The Port Authority is undertaking the preparation of a Community Investment and Engagement Plan. To facilitate that effort, staff proposes entering into an interlocal agreement with the University of Houston - Community Design Resource Center, which would assist with providing demographic and community data, feedback gathering and data analysis, and plan design and materials, and preparation of final documents.

Staff Evaluation/Justification:

Staff recommends that the Port Commission authorize this interlocal agreement with the University of Houston, for the plan, design, and final documentation related to the Community Investment and Engagement Plan, and act as otherwise described above.

O. SECURITY AND EMERGENCY OPERATIONS

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, approve 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, 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	<p>Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness</p> <p>Strategic Objective PARTNERSHIPS - CONNECTION Drive Regional Impact Projects</p>

Category:

Awards, Amendments & Change Orders

Department:

Emergency Management

Staff Contact:

Colin Rizzo

Background:

Motorola Land Mobile Radio (LMR) equipment, including handheld, mobile, and base stations, is used daily by Port Authority maintenance and operations personnel, crane operators, and clerks to accomplish daily tasks safely and efficiently. The Port Security and Emergency Operations Division, including contract security, police, and fire departments, uses Motorola LMR equipment as well, to maintain security at all terminals and respond to incidents and other emergencies. Authentic Motorola parts and accessories are required to service the LMR equipment which comprise the vast majority of the approximately 1,800 radios in use.

Staff Evaluation/Justification:

The Procurement Services department has determined that procuring LMR equipment through the Houston-Galveston Area Council's cooperative purchase program is the method that both satisfies competitive purchase requirements and provides the best value to the Port Authority and staff has determined that the best price for this equipment can be offered in this fashion.

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

P. TECHNOLOGY

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, issue a purchase order to Smart-Tecs LLC, the sole source provider, for the purchase of spare parts for the gate operating system environment in an amount not to exceed \$125,000, 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/Charles Thompson

Background:

The Port Authority currently utilizes Smart-Tecs LLC as its Gate Operating System (GOS) provider to maintain and support all components with the GOS environment. Purchasing these spare parts directly from Smart-Tecs LLC ensures that all components are supported by Smart-Tecs LLC and would continue to be supported in the event there were any issues with these components. In addition to device support provided by Smart-Tecs LLC, any installation assistant or warranty work would be handled directly with Smart-Tecs technical support under this proposal.

Staff Evaluation/Justification:

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 the manufacturer confirming that Smart-Tecs LLC is the sole authorized source of the Port Authority's GOS replacement parts in the United States.

Staff recommends the Port Commission authorize the purchase of GOS spare parts with Smart-Tecs LLC.

P. TECHNOLOGY

Subject	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.
Meeting	Jan 28, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its January 28, 2025 meeting, 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, 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/Charles Thompson

Background:

The Port Authority routinely purchases small, low-cost technology items such as cables (power, video, and universal serial bus (USB)), chargers (phone, tablet, and laptop), keyboards, mice, etc., for replacement of these items when damaged or no longer functional. The number and type of items purchased varies depending upon the circumstances; therefore, the Port Authority does not maintain an inventory of these parts and accessories and purchases the necessary items on an as-needed basis. Liquid Crystal Display (LCD) monitors are also procured using this method because LCD monitors are not included in the purchase of a new computer, and existing monitors can be reused with a new or replacement computer.

Staff Evaluation/Justification:

The Procurement Services department has determined that procuring miscellaneous computer parts and accessories, through OMNIA Partners is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority.

The Information Technology department has determined that the best availability, price, and contract term for the item needed is provided by CDW Government LLC under the pricing schedule obtained from that vendor's contract with OMNIA Partners and is therefore recommending this purchase.

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