



PORT COMMISSION MEETING

December 9, 2025 – AGENDA



Tuesday, December 9, 2025
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

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

A. CALL TO ORDER

B. OPENING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - October 27, 2025

D. STAFF REPORTS

1. Summary of selected financial and operational matters

E. APPEARANCES

1. Claudia Aguirre, Chief Executive Officer, and Ernest Lewis, Vice President of Community Impact and Vitality, Baker Ripley
2. Susana Rosas, Vice President, Impact and Planned Giving, Barbara Bush Literacy Foundation
3. Public Comment

F. EXECUTIVE

Staff Report – Selected agenda items – Jessica Shaver, Chief Administrative Officer

General

1. Adopt a resolution casting the Port Authority's vote to appoint Martina Lemond Dixon and Melissa Noriega as directors to Harris Central Appraisal District board of directors.
2. Designation of David McNamara, Associate General Counsel of the Port Authority, to act as Public Information Coordinator for the Port Authority.

G. CHANNEL INFRASTRUCTURE

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

Awards, Amendments & Change Orders

1. Ratify the contract with Curtin Maritime Corp to include emergency dredging of excess maintenance dredged material at Bayport Container Terminal and Barbours Cut Terminal berths in the amount of \$3,080,000.

General

2. Approve an agreement with the U. S. Army Corps of Engineers-Galveston District, pursuant to Section 1156(a)(2) of the Water Resources Development Act 2016, to contribute funds to pay costs associated with Port Authority permit application evaluations under Rivers and Harbors Act Section 408, in an amount not to exceed \$300,000.

Permits/Licenses/Pipeline Easements

3. Approve the renewal of the expiring Port Authority pipeline licenses for thirty-year terms: CenterPoint Energy Resources Corporation, dba CenterPoint Energy Texas Gas Operations.

4. Approve the renewal of expiring Port Authority pipeline licenses for thirty-year terms for the following entities: Buckeye Development & Logistics II, LLC, Enterprise TE Products Pipeline Company, INV Propylene, LLC, and Valero Refining – Texas, LP.

5. Authorize a pipeline license to Blanchard Pipe Line Company LLC for a thirteen-inch pipeline crossing Cedar Bayou and Goose Creek.

6. Approve the transfer and renewal of a pipeline license from Shell Deer Park Refining Company to Deer Park Refining Limited Partnership for one six-inch and one two-inch pipeline under and across Patrick Bayou north of the Southside Mainline railroad right-of-way.

7. Authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under the Port Terminal Railroad Association Southside Mainline railroad right-of-way for two underground crossings at Independence Parkway and Miller Cut-Off Road.

8. Authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under Main Street inside the Woodhouse Terminal.

H. COMMERCIAL

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

Leases

1. Approve an amendment to the lease with AllTrans Port Services for approximately 1.04 acres out of Block 23D at Industrial Park East to extend the term for thirty-four months, at an annual base rent of \$44,868.84, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.

Awards, Amendments & Change Orders

2. Enter into a two-year professional services contract with a one-year extension option with Ossa Shipping Consultants for trade development activities on behalf of the Port Authority in Central and South America, in an amount not to exceed \$330,188.05 for a two-year contract period and for a one-year additional option period in an amount not to exceed \$171,112.63.

I. FINANCE

Staff Report – Selected agenda items – Tim Finley, Chief Financial Officer

Awards, Amendments & Change Orders

1. Approve staff’s ranking of vendors and award a three-year contract with two 1-year options in an amount not to exceed \$500,600, for a risk management information system, to the top-ranked proposer Origami Risk.

2. Authorize an agreement with Carahsoft Technology Corp. for Relish Data Assure vendor validation software and services, through the United States General Services Administration, in an amount not to exceed \$141,518.

General

3. Approve the change of control of Stephens Investment Management Group, Inc. under its investment management agreement for mid-cap growth assets of the Port of Houston Authority Restated Retirement (Pension) Plan and Other Post-Employment Benefit (OPEB) Plan.

J. INFRASTRUCTURE

Staff Report – Selected agenda items – Rich Byrnes, Chief Port Infrastructure Officer

Awards, Amendments & Change Orders

1. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$651,055 for the 2026 annual wharf and rubber-tired gantry crane painting at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Blastco Texas, Inc.

2. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$589,395 for the 2026 annual fender maintenance program at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Taylor Marine Construction, Inc.

3. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$2,480,600 for the 2026 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Forde Construction Company, Inc.

4. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$1,200,000 for the 2026 annual pavement replacement at Turning Basin Terminal, to the top-ranked proposer UMD Energy Solutions Corp. dba Briar Construction.

5. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$32,725,232 for the construction of Container Yard 1 South at Bayport Container Terminal Phase 2, to the top-ranked proposer Harper Brothers Construction, LLC.

6. Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the construction of the new Port Coordination Center facility at Turning Basin Terminal in an amount not to exceed \$451,329.

K. MAINTENANCE

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

Awards, Amendments & Change Orders

1. Award a two-year contract for preventative maintenance and inspection services to Vertiv Corporation, the sole source service provider, for Liebert Uninterruptible power supply battery, static transfer switch, power distribution units, and monitoring products for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$300,000.

L. OPERATIONS

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

General

1. Authorize an amendment to Tariff 8 to authorize the temporary reduction of free time provided in Subrule 137 upon thirty days’ public notice.

2. Issue Stevedore Licenses for one-year terms commencing January 1, 2026 to Agri American Stevedores, LLC; Cooper/Ports America LLC.; CT Stevedoring, Inc.; Enstructure Richardson II, LLC; Gulf Stream Marine, Inc.; Houston Terminal, LLC; Jacintoport International, LLC; Kinder Morgan Petcoke LP LLC; Marine Terminal Corporation; QSL (previously Empire Stevedoring); Schroder Marine Services, Inc; SESCO Terminals Corp; SSA Conventional, Inc; Suderman Contracting Stevedores, Inc.; and Texas Stevedoring Services (TSS), upon each applicant's satisfactory completion of all requirements and obligations for license issuance.

Awards, Amendments & Change Orders

3. Approve an amendment to the agreement with Houston Mooring Company, Inc. for spotting of vessels at all Port Authority facilities to (i) extend the term of the agreement for an additional five years, (ii) authorize an increase to the contract amount under the agreement by an amount not to exceed \$3,392,050, and (iii) provide for an increase in the per-vessel rate under the contract to \$250.00 with a 3% escalator per year.

M. PEOPLE

Staff Report – Selected agenda items – Carlecia Wright, Chief People Officer

General

1. Hearing and possible action to amend and restate the Port Authority’s 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan.

Awards, Amendments & Change Orders

2. Approve staff's ranking of vendors and award a services agreement in an amount not to exceed \$663,883 for an initial three-year term beginning January 1, 2026 with an additional two-year renewal option for cleaning services for the new Port Administration Building to the top-ranked proposer: staff ranking - first, SBS Maintenance & Cleaning LLC dba Star Building Services; second, Ambassador Services; and third, CM Simple Janitorial LLC.

3. Authorize additional funding for calendar year 2025 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$2,000,000.

4. Authorize funding for calendar year 2026 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees and eligible dependents, in an amount not to exceed \$22,500,000.

5. Authorize renewal of the one-year period option with Gallagher Benefits Services, Inc. under the agreement for employee benefits consulting services in an amount not to exceed \$100,000.

6. Authorize an agreement with Aetna Life Insurance Company for stop-loss insurance coverage for the calendar year 2026 for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents, in an amount not to exceed \$3,132,835.20, and authorize renewal negotiations with Aetna Life Insurance Company prior to coverage expiration.

7. Approve a contract with Gartner, Inc. for Executive Partner Advisory Services for Human Resources through December 31, 2027, using the Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$126,021.

8. Amend the move consulting services agreement with C-move Group, Inc. for an additional amount not to exceed \$38,835.10.

N. SECURITY AND EMERGENCY OPERATIONS

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

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a three-year contract in an amount not to exceed \$990,000 for shipyard maintenance services of three Port Authority vessels, to the top-ranked proposer National Cotton Inc. dba Pier 77 Marine.

2. Amend the professional services contract with CAVU International I, LLC for its staff continuous performance improvement program in an additional amount not to exceed \$150,000.

O. STRATEGY

Staff Report – Selected agenda items – Candice Armenoff, Chief Strategy Officer

Awards, Amendments & Change Orders

1. Authorize a funding agreement with the State of Texas, acting by and through the Texas Department of Transportation, to receive grant funding in the amount of \$7,786,362.

General

2. Adopt the proposed 2026 Targets and Incentive Award Plan.

P. TECHNOLOGY

1. No items.

Q. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) 33 U.S.C.A. §§5(b) and 2236, (ii) Houston Ship Channel Expansion Channel Improvement Project, (iii) 19 U.S.C. §1701 et seq. and 19 U.S.C. §2411 et seq., (iv) Water Code Section 60.462, (v) Claim of George Hedge Contractors, Inc., and (vi) agreement for legal support services with Brown and Caldwell

2. Real Estate (Section 551.072, Texas Open Meeting Act), including deliberations regarding disposition of Second Ward property, East Harris County, and Pelican Island property

3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)

4. Employment and Evaluation of Public Officers and Employees (Section 551.074, Texas Open Meetings Act)

5. Security-Related Matters (Sections 418.175-418.183 of the Texas Government Code, and Section 551.076, Texas Open Meetings Act)

6. Adjourn Executive Session

R. RECONVENE OPEN MEETING

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

S. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS

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

T. ADJOURN MEETING

1. Next Meeting Requested - January 27, 2026

2. Adjourn Port Commission Meeting

F. EXECUTIVE

Subject	1. Adopt a resolution casting the Port Authority’s vote to appoint Martina Lemond Dixon and Melissa Noriega as directors to Harris Central Appraisal District board of directors.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, adopt a resolution casting the Port Authority’s vote to appoint Martina Lemond Dixon and Melissa Noriega as directors to Harris Central Appraisal District board of directors.

Category:

General

Department:

Executive

Staff Contact:

Charlie Jenkins

Background:

In 2025, taxing units in the Harris County Appraisal District (HCAD) that are eligible to vote will appoint two directors to the HCAD Board of Directors for four-year terms beginning January 1, 2026.

The Port Authority, as a Texas conservation and reclamation district, has a voting entitlement based on the voting formula described in Section 6.03(d) of the Texas Property Tax Code.

Staff Evaluation/Justification:

Staff recommends that the Port Commission adopt a resolution casting the Port Authority’s vote to appoint directors to the Harris Central Appraisal District board of directors as described above. The resolution is attached.

**RESOLUTION OF THE PORT COMMISSION OF
THE PORT OF HOUSTON AUTHORITY OF HARRIS COUNTY, TEXAS
(CONSERVATION AND RECLAMATION DISTRICT)**

CASTING ITS VOTE TO APPOINT DIRECTORS TO
THE HARRIS CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS

THE STATE OF TEXAS	§
COUNTY OF HARRIS	§
PORT OF HOUSTON AUTHORITY	§

WHEREAS, the Chief Appraiser of the Harris Central Appraisal District has delivered to the Port of Houston Authority of Harris County, Texas the names of those persons duly nominated to candidates to be appointed to serve on the Board of Directors of the Harris Central Appraisal District; and

WHEREAS, the Port Commission of the Port of Houston Authority of Harris County, Texas deems it appropriate and in the public interest to cast its vote for the candidates of its choice to be appointed to serve on the Harris Central Appraisal District’s Board of Directors.

NOW THEREFORE, be it resolved by the Port Commission of the Port of Houston Authority of Harris County, Texas:

Section 1. The facts and recitations set forth in the preamble of this resolution are hereby adopted, ratified, and confirmed.

Section 2. That the Port of Houston Authority of Harris County, Texas does hereby cast its vote, by casting six (6) votes for the persons indicated on the enclosed Certificate of Ballot to be appointed to serve on the board of directors of the Harris Central Appraisal District, for a four-year term beginning January 1, 2026.

Section 3. That the Secretary of the Port Commission of the Port of Houston Authority of Harris County, Texas be, and he is hereby, authorized and directed to deliver or cause to be delivered a certified copy of this resolution and other documents and instruments contemplated by this resolution, to the Chief Appraiser of the Harris Central Appraisal District.

Resolution of the Port Commission of the
Port of Houston Authority of Harris County, Texas
December 9, 2025
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Section 5. The proper officers and employees of the Port of Houston Authority of Harris County, Texas is hereby authorized and empowered to take all such further action and to execute and deliver any and all such further documents or instruments, and to take any and all such further actions deemed necessary or advisable by any of such persons, in order to effectuate the purpose and intent of the foregoing resolutions.

PASSED AND APPROVED this December 9, 2025.

Ric Campo
Chairman, Port Commission
Port of Houston Authority of
Harris County, Texas

ATTEST:

Erik Eriksson
Secretary, Port Commission
Port of Houston Authority of
Harris County, Texas

F. EXECUTIVE

Subject	2. Designation of David McNamara, Associate General Counsel of the Port Authority, to act as Public Information Coordinator for the Port Authority.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, designate David McNamara, Associate General Counsel of the Port Authority, to act as Public Information Coordinator for 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:

General

Department:

Legal

Staff Contact:

Erik Eriksson

Background:

By Government Code 552.012(c), a public official may designate a public information coordinator to satisfy the training requirements of this section for the public official if the public information coordinator is primarily responsible for administering the responsibilities of the public official or governmental body under the Public Information Act. Designation of a public information coordinator does not relieve a public official from the duty to comply with any other requirement of the act that applies to the public official.

The Chief Legal Officer, on behalf of the Chief Executive Officer acting as Public Information Officer, has previously delegated public information administrative responsibilities to David McNamara, Associate General Counsel of the Port Authority.

Staff Evaluation/Justification:

The Chief Executive Officer now recommends that the Port Commission designate David McNamara, Associate General Counsel of the Port Authority, to act as Public Information Coordinator for the Port Authority, until a successor is so designated.

G. CHANNEL INFRASTRUCTURE

Subject	1. Ratify the contract with Curtin Maritime Corp to include emergency dredging of excess maintenance dredged material at Bayport Container Terminal and Barbours Cut Terminal berths in the amount of \$3,080,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, ratify the contract with Curtin Maritime Corp to include emergency dredging of excess maintenance dredged material at Bayport Container Terminal and Barbours Cut Terminal berths, in the amount of \$3,080,000, 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:

Channel Infrastructure Operations

Staff Contact:

Lori Brownell/Leia Wilson/Jose Tapia

Background:

By Minute No. 2025-0923-08, the Port Commission approved maintenance dredging of both Bayport Container Terminal and Barbours Cut Terminal berths by Curtin Maritime Corp (Curtin). Shoaling between the time of advertisement and the start of dredging was not anticipated, along with increased shoaling from hopper channel dredging; as a result, before-dredge surveys indicated an additional 350,000 cubic yards more than the contract bid quantities.

Staff Evaluation/Justification:

Curtin has one of the largest mechanical dredges in the United States, utilizing a 78-cubic-yard maintenance bucket. If work to dredge for the additional shoaling quantities had not been immediately authorized under the existing contract, the dredging work for the previously-approved quantity would be completed before the next scheduled Port Commission meeting, which would leave Barbours Cut terminal berths draft restricted until the contractor could return in 2026 at a higher cost. This would incur significant Port Authority and customer impacts and could incur approximately \$700,000 in additional relocation costs for the dredging equipment.

Therefore, under the authority of Texas Water Code Section 60.4035, staff moved forward with an emergency change order to Curtin Maritime Corp., modifying the contract scope to include dredging of excess maintenance dredge material at Bayport and Barbours Cut Terminal berths, in the amount of \$3,080,000, and the Port Commission was notified within 48 hours of the change order.

Staff respectfully now requests that the Port Commission ratify the action as described above.

G. CHANNEL INFRASTRUCTURE

Subject	2. Approve an agreement with the U. S. Army Corps of Engineers-Galveston District, pursuant to Section 1156(a)(2) of the Water Resources Development Act 2016, to contribute funds to pay costs associated with Port Authority permit application evaluations under Rivers and Harbors Act Section 408, in an amount not to exceed \$300,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action, Information
Recommended Action	The Port Commission, at its December 09, 2025 meeting, approve an agreement with the U. S. Army Corps of Engineers-Galveston District, pursuant to Section 1156(a)(2) of the Water Resources Development Act 2016, to contribute funds to pay costs associated with Port Authority permit application evaluations under Rivers and Harbors Act Section 408, in an amount not to exceed \$300,000, 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:

General

Department:

Channel Infrastructure Regulatory Development

Staff Contact:

Lori Brownell/Seth Danso

Background:

The Port Authority anticipates submitting several federal permit applications or requests for permit amendments to the U.S. Army Corps of Engineers-Galveston District (USACE-SWG) in the near future for future channel and terminal developments.

Section 1156(a)(2) of the Water Resources Development Act (WRDA) 2016 enables the Port Authority to contribute funds to the government to pay costs associated with the Port Authority's requests to evaluate permit requests under Section 408 of the Rivers and Harbors Act (Section 408). The Port Authority would fund the agreement by contributing an initial amount of \$300,000. This is expected to facilitate USACE-SWG's evaluation process.

Staff Evaluation/Justification:

Staff requests that the Port Commission authorize the Section 1156(a)(2) agreement with the USACE-SWG to contribute funds to pay costs associated with the Port Authority's permit application evaluations under Section 408 in an amount not to exceed \$300,000.

G. CHANNEL INFRASTRUCTURE

Subject	3. Approve the renewal of the expiring Port Authority pipeline licenses for thirty-year terms: CenterPoint Energy Resources Corporation, dba CenterPoint Energy Texas Gas Operations.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize the Port Authority to renew expiring Port Authority pipeline licenses for thirty-year terms: CenterPoint Energy Resources Corporation, dba CenterPoint Energy Texas Gas Operations, 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 natural gas pipeline licensee listed below has applied to renew licenses:

30-Year Term

Company	File No.	License Fee*
CenterPoint Energy Resources Corporation, dba CenterPoint Energy Texas Gas Operations	1986-0064	\$7,837
CenterPoint Energy Resources Corporation, dba CenterPoint Energy Texas Gas Operations	2015-0366	\$4,772
Total		\$12,609

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

Staff Evaluation/Justification:

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

Staff recommends approval.

G. CHANNEL INFRASTRUCTURE

Subject	4. Approve the renewal of expiring Port Authority pipeline licenses for thirty-year terms for the following entities: Buckeye Development & Logistics II, LLC, Enterprise TE Products Pipeline Company, INV Propylene, LLC, and Valero Refining – Texas, LP.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize the Port Authority to renew expiring Port Authority pipeline licenses for thirty-year terms for the following entities: Buckeye Development & Logistics II, LLC, Enterprise TE Products Pipeline Company, INV Propylene, LLC, and Valero Refining – Texas, 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/Chris Gossett/Mollie Powell

Background:

The licensees listed below have applied to renew their licenses:

30-Year Term

Company	File No.	License Fee*
Buckeye Development & Logistics II, LLC	2005-0353	\$9,544
Enterprise TE Products Pipeline Company	2005-0255	\$13,918
INV Propylene, LLC	2020-0084	\$84,544
Valero Refining – Texas, LP	2014-0436	\$47,587
Total		\$155,593

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

Staff Evaluation/Justification:

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

Staff recommends approval.

G. CHANNEL INFRASTRUCTURE

Subject	5. Authorize a pipeline license to Blanchard Pipe Line Company LLC for a thirteen-inch pipeline crossing Cedar Bayou and Goose Creek.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize a pipeline license to Blanchard Pipe Line Company LLC for a thirteen-inch pipeline crossing Cedar Bayou and Goose Creek, 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:

Blanchard Pipe Line Company LLC, Port Authority File No. 2025-0419, has applied for a pipeline license for a thirteen-inch pipeline crossing Cedar Bayou and Goose Creek, in the William Bloodgood Survey, A-4 and the William Scott Survey, A-66. The pipeline would transport natural gas liquids from Mont Belvieu to Baytown.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property department. The license is subject to the Port Authority's usual terms and conditions for a thirty-year license and at a fee of \$11,454 for the first ten years of the term. The \$1,000 application fee and the \$10,000 as-built deposit have been paid.

Staff recommends approval.

G. CHANNEL INFRASTRUCTURE

Subject	6. Approve the transfer and renewal of a pipeline license from Shell Deer Park Refining Company to Deer Park Refining Limited Partnership for one six-inch and one two-inch pipeline under and across Patrick Bayou north of the Southside Mainline railroad right-of-way.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve the transfer and renewal of a pipeline license from Shell Deer Park Refining Company to Deer Park Refining Limited Partnership for one six-inch and one two-inch pipeline under and across Patrick Bayou north of the Southside Mainline railroad right-of-way, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Permits/Licenses/Pipeline Easements

Department:

Channel Infrastructure Real Property

Staff Contact:

Garry McMahan/Chris Gossett

Background:

Deer Park Refining Limited Partnership, Port Authority File No. 2004-0392 has applied to transfer and renew a pipeline license from Shell Deer Park Refining Company to Deer Park Refining Limited Partnership for one six-inch and one two-inch pipeline under and across Patrick Bayou north of the Southside Mainline railroad right-of-way, in the George M. Patrick Survey, A-624.

Staff Evaluation/Justification:

The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property Department and Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions for a new 30-year license and at an initial fee of \$9,544 for first ten-year term. The \$1,000 application fee has been paid.

Staff recommends approval.

G. CHANNEL INFRASTRUCTURE

Subject	7. Authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under the Port Terminal Railroad Association Southside Mainline railroad right-of-way for two underground crossings at Independence Parkway and Miller Cut-Off Road.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under the Port Terminal Railroad Association Southside Mainline railroad right-of-way for two underground crossings at Independence Parkway and Miller Cut-Off Road, 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, Port Authority File No. 2025-0352, has applied for a transmission line license for one fiber optic/communication line under the Port Terminal Railroad Association Southside Mainline railroad right-of-way for two underground crossings at Independence Parkway and Miller Cut-Off Road, in the Arthur McCormick Survey, A-46, to provide service for Oxy Inc.

Staff Evaluation/Justification:
The application was reviewed and approved by the Port Authority's Channel Infrastructure Real Property department and the Port Terminal Railroad Association. The license is subject to the Port Authority's usual terms and conditions for a ten-year license and at a fee of \$3,932. The \$1,000 application fee and the \$10,000 as-built deposit have been paid.

Staff recommends approval.

G. CHANNEL INFRASTRUCTURE

Subject	8. Authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under Main Street inside the Woodhouse Terminal.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize a transmission line license to Comcast of Houston, LLC for one fiber optic/communication line under Main Street inside the Woodhouse Terminal, 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, Port Authority File No. 2025-0403, has applied for a transmission line license for one fiber optic/communication line under Main Street inside the Woodhouse Terminal, in the Ezekiel Thomas Survey, A-73, to provide service for Port Authority tenant TCT Trading LLC.

Staff Evaluation/Justification:

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

Staff recommends approval.

H. COMMERCIAL

Subject	1. Approve an amendment to the lease with AllTrans Port Services for approximately 1.04 acres out of Block 23D at Industrial Park East to extend the term for thirty-four months, at an annual base rent of \$44,868.84, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
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Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve an amendment to the lease with AllTrans Port Services LLC for approximately 1.04 acres out of Block 23D at Industrial Park East to extend the term for thirty-four months, at an annual base rent of \$44,868.84, subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Leases

Department:

Real Estate

Staff Contact:

Stephanie Sides-Sembera

Background:

By Minute No. 2023-0221-09, the Port Commission approved a three-year lease with AllTrans Port Services LLC for approximately 1.04 acres out of Block 23D at Industrial Park East. The property is used for the storage and handling of steel products and general cargo.

AllTrans Port Services LLC has requested that the Port Authority extend the lease term for an additional thirty-four months and intends to continue to use the property for the purpose described above.

Staff Evaluation/Justification:

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

H. COMMERCIAL

Subject	2. Enter into a two-year professional services contract with a one-year extension option with Ossa Shipping Consultants for trade development activities on behalf of the Port Authority in Central and South America, in an amount not to exceed \$330,188.05 for a two-year contract period and for a one-year additional option period in an amount not to exceed \$171,112.63.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission at its December 9, 2025 meeting, enter into a two-year professional services contract with a one-year extension option with Ossa Shipping Consultants for trade development activities on behalf of the Port Authority in Central and South America, in an amount not to exceed \$330,188.05 for a two-year contract period and for a one-year additional option period in an amount not to exceed \$171,112.63, 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:

Trade Development

Staff Contact:

Ricardo Arias

Background:

Sergio Ojeda Ossa has demonstrated to Port Authority staff solid transportation and trade-related experience in Central and South America and has established a company intending to build trade between Central and South America and the United States. Mr. Ojeda Ossa's experience, coupled with his educational background and references, qualifies his company for the position. Mr. Ojeda Ossa is now proposing to work with the Port Authority through his firm Ossa Shipping Consultants.

In 2024, the combined Central America (Caribbean/Central America) and South America trade lanes accounted for 628,743 twenty-foot equivalent units (TEU) at the Port Authority (Caribbean/Central America = 191,910 TEUs; South America = 436,833 TEUs), based on the Port Authority's trade-lane breakdown.

That combined total represented 15.2% of the Port Authority's 4,139,991 TEU container throughput in 2024.

The Port Authority remains a leading U.S. container gateway for trade with South America — South America alone accounted for 436,833 TEUs through the Port Authority in 2024 (20.7% of the Port Authority's export TEUs).

Staff Evaluation/Justification:

Staff recommends that the Port Commission award of a twenty-four-month contract for Ossa Shipping Consultants as the Port Authority's regional representative based in Panama City, Panama, in an amount not to exceed \$131,127.24 for the first year, \$135,060.81 for the second year, and \$139,112.63 for the one-year option period, plus Port Authority-related travel and business expense reimbursement not to exceed \$32,000 per year including the one-year option for the term of the contract.

I. FINANCE

Subject	1. Approve staff’s ranking of vendors and award a three-year contract with two 1-year options in an amount not to exceed \$500,600, for a risk management information system, to the top-ranked proposer Origami Risk.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a three-year contract with two 1-year options in an amount not to exceed \$500,600, for a risk management information system to the top-ranked proposer Origami Risk, 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 - CHANGE Enhance Enterprise Agility

Category:

Awards, Amendments & Change Orders

Department:

Enterprise Risk Management

Staff Contact:

Norma Essary

Background:

In 2009, the Port Authority embarked on a financial risk transfer platform by creating a Self-Insured Loss Fund (SILF). The SILF administers all claims/loss dollars and includes financial and evidentiary documentation to support the Port Authority's defense as a Texas political subdivision. Self-insuring risk exposures has benefited the Port Authority, but with time, staff has concluded that it has become critical to manage the loss fund with more efficient tools that better allow for transparency, document management, and real-time data.

The proposed risk management information system (RMIS) would encompass various module features, including:

- Centralized claims management - intake and regulatory reporting;
- Insured property valuation/tracking;
- Loss reserving and accountability;
- Policy and certificate management and analysis;
- Loss control and safety audit integration;
- Custom/ad hoc reporting/dashboard; and
- Trend and data risk analysis.

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

Staff Evaluation/Justification:

On October 1, 2025, six RPF responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a three-year contract with two 1-year options to Origami Risk, the proposer providing best value for the RMIS, and act as otherwise described above.

I. FINANCE

Subject	2. Authorize an agreement with Carahsoft Technology Corp. for Relish Data Assure vendor validation software and services, through the United States General Services Administration, in an amount not to exceed \$141,518.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action, Information
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize an agreement with Carahsoft Technology Corp. for Relish Data Assure vendor validation software and services, through the United States General Services Administration, in an amount not to exceed \$141,518, 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:

Strategic Sourcing

Staff Contact:

Erica Stephens-Lynch

Background:

Staff proposes that RelishIQ, Inc.'s Data Assure software be used by the Strategic Sourcing Department to validate supplier information, including tax identification, address, banking, and sanctions list information, in order to help mitigate risk, reduce fraud, and streamline supplier onboarding.

Staff Evaluation/Justification:

Strategic Sourcing has also determined that procuring an agreement for the software and services through the United States General Services Administration (GSA), an agency of the United States, is the method that both satisfies competitive purchase requirements and provides best value to the Port Authority. The Port Authority, as a political subdivision of the State of Texas, is authorized to use GSA for the procurement.

Finally, Strategic Sourcing has further determined that the best availability and price for the items needed is provided by Carahsoft under the pricing schedule in Carahsoft's contract with GSA and is therefore recommending this purchase.

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

I. FINANCE

Subject	3. Approve the change of control of Stephens Investment Management Group, Inc. under its investment management agreement for mid-cap growth assets of the Port of Houston Authority Restated Retirement (Pension) Plan and Other Post-Employment Benefit (OPEB) Plan.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve the change of control of Stephens Investment Management Group, Inc. under its investment management agreement for mid-cap growth assets of the Port of Houston Authority Restated Retirement (Pension) Plan and Other Post-Employment Benefit (OPEB) Plan, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Treasury

Staff Contact:

Roland Gonzalez

Background:

By Minute No. 2012-0925-23, the Port Commission authorized an investment management agreement with Stephens Investment Management Group, Inc. (Manager) for the management of mid-cap growth assets of the Pension Plan and OPEB Plan.

Staff Evaluation/Justification:

By notice dated December 1, 2025, Manager notified the Port Authority that Warren Stephens stepped down as CEO and Chairman of Stephens Inc. Mr. Stephens will transfer most of his voting interests in Manager to his children Miles Stephens, John Stephens, and Laura Brookshire, effective December 31, 2025. Warren Stephens will continue to hold the majority of financial interest in Manager.

Accordingly, Manager has requested the Port Authority's consent to the change of control of Manager.

The Port Authority's investment management agreement with Manager requires the Port Authority's consent to Manager's "assignment" of such agreement in accordance with the Investment Advisers Act of 1940 (the Act). The Act in turn provides that "assignment" generally includes "any direct or indirect transfer of an investment advisory contract by an adviser or any transfer of a controlling block of an adviser's outstanding voting securities" (Section 202(a)(1)).

Staff and the Port Authority's external retirement plans investment consultants at Mariner have reviewed the matter, have determined that Manager is expected to continue to operate without disruption in the services provided by Manager, and accordingly recommends that the Port Commission approve the change of control of the investment management agreement with Manager.

J. INFRASTRUCTURE

Subject	1. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$651,055 for the 2026 annual wharf and rubber-tired gantry crane painting at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Blastco Texas, Inc.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$651,055 for the 2026 annual wharf and rubber-tired gantry (RTG) crane painting at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Blastco Texas, Inc., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:
Awards, Amendments & Change Orders

Department:
Project and Construction Management

Staff Contact:
Craig J. Kasper, P.E.

Background:
This project would consist of the annual maintenance work associated with painting of Port Authority wharf and rubber-tire gantry (RTG) cranes at Barbours Cut Terminal and Bayport Container Terminal.

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

Staff Evaluation/Justification:
On October 1, 2025, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Blastco Texas, Inc., the proposer providing best value for the 2026 annual wharf and RTG crane painting at Barbours Cut Terminal and Bayport Container Terminal, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	2. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$589,395 for the 2026 annual fender maintenance program at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Taylor Marine Construction, Inc.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$589,395 for the 2026 annual fender maintenance program at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Taylor Marine Construction, Inc., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Craig J. Kasper, P.E.

Background:

This project would consist of surface preparation, repainting, repair, and replacement of various fender system elements at Barbours Cut Terminal and Bayport Container Terminal for the year 2026.

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

Staff Evaluation/Justification:

On October 1, 2025, three CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Taylor Marine Construction, Inc., the proposer providing best value for the 2026 annual fender maintenance at Barbours Cut Terminal and Bayport Container Terminal, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	3. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$2,480,600 for the 2026 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Forde Construction Company, Inc.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$2,480,600 for the 2026 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminal, to the top-ranked proposer Forde Construction Company, Inc., and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Craig J. Kasper, P.E.

Background:

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

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

Staff Evaluation/Justification:

On October 8, 2025, three CSPs responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Forde Construction Company, Inc., the proposer providing best value for the 2026 annual pavement replacement at Barbours Cut Terminal and Bayport Container Terminals, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	4. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$1,200,000 for the 2026 annual pavement replacement at Turning Basin Terminal, to the top-ranked proposer UMD Energy Solutions Corp. dba Briar Construction.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$1,200,000 for the 2026 annual pavement replacement at Turning Basin Terminal, to the top-ranked proposer UMD Energy Solutions Corp. dba Briar Construction, 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:

Craig J. Kasper, P.E.

Background:

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

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

Staff Evaluation/Justification:

On October 8, 2025, four CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to UMD Energy Solutions Corp. dba Briar Construction, the proposer providing best value for the 2026 annual pavement replacement at Turning Basin Terminal, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	5. Approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$32,725,232 for the construction of Container Yard 1 South at Bayport Container Terminal Phase 2, to the top-ranked proposer Harper Brothers Construction, LLC.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve staff’s ranking of vendors and award a construction contract in an amount not to exceed \$32,725,232 for the construction of Container Yard 1 South at Bayport Container Terminal Phase 2, to the top-ranked proposer Harper Brothers Construction, LLC, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Awards, Amendments & Change Orders

Department:

Project and Construction Management

Staff Contact:

Craig J. Kasper, P.E.

Background:

This project would consist of the development of approximately 16-acres of container yard at the Bayport Container Terminal. The project scope includes associated utilities, earthwork, grading, drainage, pavement, fencing, pavement markings, electrical, lighting, telecommunications, and other work necessary for a complete and functional facility.

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

Staff Evaluation/Justification:

On October 22, 2025, four CSP responses were received, opened, and publicly read. The responses were reviewed and evaluated by staff in accordance with the published selection criteria.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract to Harper Brothers Construction, LLC, the proposer providing best value for the construction of Container Yard 1 South at Bayport Container Terminal Phase 2, and act as otherwise described above.

J. INFRASTRUCTURE

Subject	6. Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the construction of the new Port Coordination Center facility at Turning Basin Terminal in an amount not to exceed \$451,329.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the construction of the new Port Coordination Center facility at Turning Basin Terminal in an amount not to exceed \$451,328.70, 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:

Project and Construction Management

Staff Contact:

Craig J. Kasper, P.E.

Background:

By Minute No. 2025-0624-22, the Port Commission awarded a contract to Satterfield & Pontikes Construction, Inc. for \$18,250,477 for the construction of the new Port Coordination Center facility at Turning Basin Terminal.

This proposed change order addresses the following:

- Additional excavation for unforeseen site conditions: approximately 11,500 impacted material needing to be removed from the site footprint, and stockpiled for future disposal; and
- Import fill supplementation for the over-excavated material for building pad and surrounding support areas.

This is the second change order to this contract, for a total change order value to date of \$464,126.33, which is 2.54% of the total contract value.

Staff Evaluation/Justification:

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

K. MAINTENANCE

Subject	1. Award a two-year contract for preventative maintenance and inspection services to Vertiv Corporation, the sole source service provider, for Liebert Uninterruptible power supply battery, static transfer switch, power distribution units, and monitoring products for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$300,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, award a two-year contract for preventative maintenance and inspection services to Vertiv Corporation, the sole source service provider, for Liebert Uninterruptible power supply (UPS) battery, static transfer switch, power distribution units, and monitoring products for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$300,000, 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 MARITIME ECONOMIC DEVELOPMENT - CARGO Maximize Capacity and Regional Competitiveness

Category:

Award, Amendments & Change Orders

Department:

Maintenance

Staff Contact:

Mike Gignac

Background:

By Minute No. 2023-0725-35, the Port Commission awarded a two-year contract to Vertiv Corporation in an amount not to exceed \$200,000 for preventive maintenance and inspection services for Liebert uninterrupted power supply (UPS) batteries, static transfer switches, power distribution units, and monitoring products at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal. Staff believed and continues to believe that it is advantageous to have Vertiv Corporation, the original equipment manufacturer, perform such work due to the firm's access to proprietary information, troubleshooting information, and technical and parts support.

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 Vertiv Corporation confirming that Vertiv Corporation is the sole authorized service provider for the Liebert power product line.

Staff recommends that the Port Commission approve a two-year contract for preventative maintenance and inspection services with Vertiv Corporation, the sole source service provider, for Liebert UPS batteries, static transfer switches, power distribution units, and monitoring products at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal.

L. OPERATIONS

Subject	1. Authorize an amendment to Tariff 8 to authorize the temporary reduction of free time provided in Subrule 137 upon thirty days' public notice.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize an amendment to Tariff 8 to authorize the temporary reduction of free time provided in Subrule 137 upon thirty days' public notice, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Operations

Staff Contact:

Randy Stiefel

Background:

Free Time is the specified period during which cargo may occupy space assigned to it on terminal property, including off-dock facilities, free of wharf demurrage or terminal storage charges immediately prior to the loading or subsequent to the discharge of such cargo on or off the vessel.

Periods of congestion and increased dwell have dramatic impacts on the productivity of terminal operations and cargo fluidity. During periods of unusually high volume, temporarily reducing free time for certain or all imported cargo at the General Cargo Facilities —upon thirty days' public notice—may encourage more efficient cargo movement from the Public Wharves. Staff has evaluated several options to improve the movement of cargo at the Port Authority's general cargo facilities during periods of congestion and increased import traffic, and recommends amending Tariff 8 to authorize the Port Authority to adjust the free time provisions under Subrule 137 as operational conditions warrant.

This change to Tariff 8 would authorize the Chief Executive Officer to temporarily reduce the free time provided in Subrule 137 for certain inbound commodities or categories of inbound breakbulk cargo designated by the Port Authority with respect to the Port Authority's General Cargo Facilities, to take effect following thirty days of public notice posted on the Port Authority's website. The public notice shall include an estimate of the duration of the temporary reduction in free time.

Tariff 8, Subrule 137 currently provides the following free time at the General Cargo Facilities:

- a. Inbound non-transshipped steel, not palletized or skidded, intended for direct discharge as shown on documentation submitted to the Port Authority ("Direct Discharge Steel"): Fifteen days.
- b. Single consignments of one commodity not covered by 3. a. above of two thousand (2,000) Tons or more on one bill of lading from one shipper to one consignee:
 - (i) Inbound cargo forty-five days
 - (ii) Outbound cargo forty-five days
- c. Thirty days on transshipped cargo;
- d. Ten days on (i) inbound breakbulk cargo that is not transported to or from a Port Authority wharf by a Vessel and (ii) inbound containers discharged from Vessels and transported to a transit shed on Port

Authority premises for unstuffing;

e. Three business days following completion of a Vessel's discharge for inbound containers discharged from Vessels, grounded or on chassis, loaded or empty, and not transported to a transit shed on Port

Authority premises for stuffing;

f. Ten days on outbound breakbulk cargo that is not transported to or from a Port Authority wharf by a Vessel and (ii) outbound containers stuffed at a transit shed on Port Authority premises to be loaded on a Vessel;

g. Outbound containers, grounded or on chassis, fully loaded or empty or to be stuffed prior to loading on a Vessel, may be placed in the wharf area to which the lifting Vessel is assigned for a maximum of three business days in advance of the Vessel's arrival at berth, provided that sufficient area is available to accommodate the placement of such containers without causing Terminal congestion. Any containers so placed and not exported on a lifting Vessel must be removed within three business days of the Vessel's departure;

h. Thirty days on all inbound cargo not covered above; and

i. Thirty days on all outbound cargo not covered above.

Staff Evaluation/Justification:

Staff recommends that the Port Authority authorize the action described above.

L. OPERATIONS

Subject **2. Issue Stevedore Licenses for one-year terms commencing January 1, 2026 to Agri American Stevedores, LLC; Cooper/Ports America LLC.; CT Stevedoring, Inc.; Enstructure Richardson II, LLC; Gulf Stream Marine, Inc.; Houston Terminal, LLC; Jacintoport International, LLC; Kinder Morgan Petcoke LP LLC; Marine Terminal Corporation; QSL (previously Empire Stevedoring); Schroder Marine Services, Inc; SESCO Terminals Corp; SSA Conventional, Inc; Suderman Contracting Stevedores, Inc.; and Texas Stevedoring Services (TSS), upon each applicant's satisfactory completion of all requirements and obligations for license issuance.**

Meeting Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

Access Public

Type Action

Recommended Action The Port Commission at its December 9, 2025 meeting, grant authority to issue Stevedore Licenses for one-year terms commencing January 1, 2026 to Agri American Stevedores, LLC; Cooper/Ports America LLC.; CT Stevedoring, Inc.; Enstructure Richardson II, LLC; Gulf Stream Marine, Inc.; Houston Terminal, LLC; Jacintoport International, LLC; Kinder Morgan Petcoke LP LLC; Marine Terminal Corporation; QSL (previously Empire Stevedoring); Schroder Marine Services, Inc; SESCO Terminals Corp; SSA Conventional, Inc; Suderman Contracting Stevedores, Inc.; and Texas Stevedoring Services (TSS), upon each applicant's satisfactory completion of all requirements and obligations for license issuance, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Operations

Staff Contact:

Ryan Mariacher

Background:

By Minute No. 2024-1210-38, the Port Commission awarded certain stevedore licenses for one-year terms expiring December 31, 2025.

Staff is receiving stevedore license applications from companies interested in being licensed to work at Port Authority facilities during 2026 as set forth above and is reviewing those applications.

Staff Evaluation/Justification:

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

L. OPERATIONS

Subject	3. Approve an amendment to the agreement with Houston Mooring Company, Inc. for spotting of vessels at all Port Authority facilities to (i) extend the term of the agreement for an additional five years, (ii) authorize an increase to the contract amount under the agreement by an amount not to exceed \$3,392,050, and (iii) provide for an increase in the per-vessel rate under the contract to \$250.00 with a 3% escalator per year.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve an amendment to the agreement with Houston Mooring Company, Inc. for spotting of vessels at all Port Authority facilities to (i) extend the term of the agreement for an additional five years, (ii) authorize an increase to the contract amount under the agreement by an amount not to exceed \$3,392,050, and (iii) provide for an increase in the per-vessel rate under the contract to \$250.00 with a 3% escalator per year, 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 and Change Orders

Department:

Operations

Staff Contact:

Johnathan Barra

Background:

By Minute No. 2018-1030-37, the Port Commission awarded a one-year contract for spotting of vessels at all Port Authority facilities to Houston Mooring Company, Inc. in an amount not to exceed \$250,000.

By Minute No. 2019-0924-44, the Port Commission awarded a two-year contract for spotting of vessels at all Port Authority facilities to Houston Mooring Company, Inc. in an amount not to exceed \$600,000.

By Minute No. 2021-0928-51, the Port Commission approved a five-year extension with Houston Mooring Company, Inc. for spotting of vessels at all Port Authority facilities in an amount not to exceed \$1,500,000. The current scheduled expiration date of the agreement is December 31, 2026. Under the current contract, Houston Mooring's rate is \$215 per vessel.

Houston Mooring Company, Inc. has now requested an increase in its per-vessel pricing under the existing contract in light of rising International Longshoremen's Association labor costs. Allowing a reasonable price adjustment would help support the long-term sustainability and reliability of Houston Mooring Company, Inc.'s services. It would also help Houston Mooring continue to meet the Port Authority's quality and service expectations without disruption. Additionally, agreeing to a reasonable price increase would promote stability and avoid the potential costs and delays of transitioning to a new line handler.

Staff Evaluation/Justification:

Staff recommends that the Port Commission approve the above amendment to the agreement with Houston Mooring Company, Inc.

M. PEOPLE

Subject	1. Hearing and possible action to amend and restate the Port Authority's 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission conduct a hearing at its December 9, 2025 meeting, and take action to amend and restate the Port Authority's 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Human Resources

Staff Contact:

Hugh Tillman

Background:

The Port Authority sponsors the Port of Houston Authority 401(a) Defined Contribution Plan, a defined contribution retirement benefit plan for employees hired or rehired on and after August 1, 2012, with a sliding scale for Port Authority contributions, based on percentages of base salary; such contributions vest after three years of service. The Defined Contribution Plan was most recently amended as authorized by Minute No. 2023-0725-28.

The Port Authority also sponsors the Port of Houston Authority 457(b) Deferred Compensation Plan, a retirement plan funded by employee contributions. The Deferred Compensation Plan was most recently amended as authorized by Minute No. 2023-0725-28.

Both plans are now administered by Nationwide Retirement Solutions, Inc. By Minute No. 2023-0725-28, the Port Commission approved amendments to the administrative agreements with Nationwide for the plans.

Nationwide Retirement Systems, the administrator of the Plan, has proposed that the Port Authority adopt updated versions of Nationwide's form documents, which reflect changes in applicable law and further clarify the details of the administration, including:

- for both Plans, clarifying the default distribution rules for situations in which no beneficiary is elected;
- for both Plans, clarifying that employees paid directly through the Port Authority's payroll department may be eligible to participate, even if they are members of the International Longshoremen's Association;
- for the 457(b) Deferred Compensation Plan, clarifying that Roth deferrals are permitted; and
- for the 401(a) Defined Contribution Plan, clarifying the rules with respect to the exclusion of certain overtime from contribution calculations.

Staff Evaluation/Justification:

The proposed amendments to and restatement of the Plans reflect changes in applicable law and provide greater clarity regarding the administration of the Plans.

Port Authority staff, working with Nationwide Retirement Systems, and Haynes and Boone, the Port Authority's benefits counsel, have prepared the associated changes to the Plans.

Texas Water Code Sec. 60.011 provides that the Port Commission may change the plans after notice to employees and a hearing. On December 3, 2025, notice was given to employees regarding (i) the recommendation to amend and restate the plans as described, and (ii) the Port Commission hearing on the matter scheduled for December 9, 2025.

Staff now recommends that the Port Commission conduct a hearing and approve the proposed changes to the Deferred Compensation 401(a) Defined Contribution Plan and 457(b) Deferred Compensation Plan.

M. PEOPLE

Subject	2. Approve staff's ranking of vendors and award a services agreement in an amount not to exceed \$663,883 for an initial three-year term beginning January 1, 2026 with an additional two-year renewal option for cleaning services for the new Port Administration Building to the top-ranked proposer: staff ranking - first, SBS Maintenance & Cleaning LLC dba Star Building Services; second, Ambassador Services; and third, CM Simple Janitorial LLC.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting: (a) approve staff's ranking of proposals based on the selection criteria, in the following order – first, SBS Maintenance & Cleaning LLC dba Star Building Services; second, Ambassador Services; and third, CM Simple Janitorial LLC; (b) award a services agreement to SBS Maintenance & Cleaning LLC dba Star Building Services, for cleaning services for the new Administration Building for an initial three-year term, with an additional two-year renewal option, in an amount not to exceed \$663,883; (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 selection 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:

Office Building & Services

Staff Contact:

Monica Portillo

Background:

The Port Authority is seeking to obtain janitorial and cleaning maintenance services for the new Administration Building at 2926 Riverby Road. Approximately 83,437 square feet of Port Authority office building space will require daily professional cleaning services and services to maintain the flooring.

The Port Authority notified vendors regarding its request for proposals (RFP) for cleaning services at the new Administration Building using the Port Authority's BuySpeed Eprocurement System, and the project was advertised on the Port Authority website and in a local newspaper. Forty vendors downloaded the project materials from the BuySpeed Eprocurement System.

Staff Evaluation/Justification:

On October 15, 2025, fifteen responses to the RFP were received and opened. 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 the best value for the required services:

- SBS Maintenance & Cleaning LLC dba Star Building Services
- Ambassador Services

- CM Simple Janitorial LLC

Following staff Executive Committee review, staff recommends that the Port Authority award a contract to SBS Maintenance & Cleaning LLC dba Star Building Services, the proposer providing best value for the cleaning and floor maintenance services for the new Port Administration Building, and act as otherwise described above.

M. PEOPLE

Subject	3. Authorize additional funding for calendar year 2025 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$2,000,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize additional funding for calendar year 2025 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents, in an amount not to exceed \$2,000,000, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Hugh Tillman

Background:

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

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

By Minute No. 2025-1210-41, the Port Commission authorized up to \$17,000,000 in funding for calendar year 2025 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and eligible dependents.

The Pension and Benefits Committee was given a summary of the status of the 2025 medical program at its September 23, 2025 meeting. After reviewing the 2025 claims data received to date, staff and Gallagher now estimate the additional funds will be needed to cover 2025 medical program claims.

Staff Evaluation/Justification:

Based on 2025 claims data received to date, staff and Gallagher recommend that an additional \$2,000,000 be reserved for the self-insurance account to pay for covered medical and pharmaceutical claims for calendar year 2025 from the Port Authority's self-funded group medical insurance program for active employees, retirees who are not Medicare-eligible, and their dependents.

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

Staff recommends that the Port Commission approve the above funding request.

Based on 2025 claims data received to date, staff and Gallagher recommend that an additional \$2,000,000 be reserved for the self-insurance account to pay for covered medical and pharmaceutical claims for calendar year 2025 from the Port Authority's self-funded group medical insurance program for active employees, retirees who are not Medicare-eligible, and their dependents.

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

Staff recommends the Port Commission approve the above funding request.

M. PEOPLE

Subject	4. Authorize funding for calendar year 2026 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees and eligible dependents, in an amount not to exceed \$22,500,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize funding for calendar year 2026 for the payment of claims from the Port Authority's self-funded group medical benefits program for active employees and eligible dependents, in an amount not to exceed \$22,500,000, 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:

Human Resources

Staff Contact:

Hugh Tillman

Background:

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

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

The Pension and Benefits Committee was given a summary of the status of the 2025 medical program at its September 23, 2025 meeting. Gallagher representatives and Port Houston staff recommended, and the Pension and Benefits Committee concurred, that the Port Authority continue with the self-funded program for calendar year 2026.

Staff Evaluation/Justification:

The Port Authority's open enrollment period for calendar year 2025 occurred from October 20, 2025, to October 31, 2025. Based upon the enrollment information and the review of historical claims data, Port Houston staff and Gallagher representatives recommend that \$22,500,000 be reserved for the self-insurance account to pay for covered medical and pharmaceutical claims for calendar year 2026 from the Port Authority's self-funded group medical insurance program for active employees and eligible dependents.

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

Staff recommends the Port Commission approve the above funding request.

M. PEOPLE

Subject	5. Authorize renewal of the one-year period option with Gallagher Benefits Services, Inc. under the agreement for employee benefits consulting services in an amount not to exceed \$100,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize renewal of the one-year period option with Gallagher Benefits Services, Inc. under the agreement for employee benefits consulting services in an amount not to exceed \$100,000, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Human Resources

Staff Contact:

Hugh Tillman

Background:

By Minute No. 2022-1206-50, the Port Commission awarded a contract to Gallagher Benefits Services, Inc. for employee benefits consulting services for an initial period of three years, renewable for a two-year period at the option of the Port Authority, at a cost of \$100,000 per year for the first three years.

Staff now requests to renew the contract for the one-year period option in an amount not to exceed \$100,000.

Professional consulting services related to the Port Authority's employee and retiree benefits program (including medical and other related insurance) are an important component for further development and optimization of the Port Authority's strategy of standardizing benefits, controlling costs, and managing a competitive benefits program designed to attract and retain talent.

The firm recommended by staff has also served as the Port Authority's broker of record in the purchasing process for employee benefits insurance, which has included developing solicitations, marketing, evaluating, ranking, and recommending providers and programs. Other services provided have included continued assessment of the Port Authority's employee benefits program, along with design, implementation, and maintenance of the benefits program.

Staff Evaluation/Justification:

Staff recommends the Port Commission approve the renewal of the agreement with Gallagher Benefits Services, Inc. for employee benefits consulting services as described above.

M. PEOPLE

Subject	6. Authorize an agreement with Aetna Life Insurance Company for stop-loss insurance coverage for the calendar year 2026 for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents, in an amount not to exceed \$3,132,835.20, and authorize renewal negotiations with Aetna Life Insurance Company prior to coverage expiration.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize an agreement with Aetna Life Insurance Company for stop-loss insurance coverage for the calendar year 2026 for the Port Authority's self-funded group medical benefits program for active employees, retirees who are not Medicare-eligible, and dependents, in an amount not to exceed \$3,132,835.20, and authorize renewal negotiations with Aetna Life Insurance Company prior to coverage expiration, 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:

Human Resources

Staff Contact:

Hugh Tillman

Background:

By Minute No. 2022-1206-50, the Port Commission awarded a three-year contract to Gallagher Benefit Services, Inc. (Gallagher) to serve as the Port Authority's broker of record for health and welfare benefits and provide employee benefits consulting services, including assisting in development of requests for proposals for group insurance coverages, evaluation of proposals, negotiation of renewal rates, and recommendations on provider selections.

In September 2018, after having reviewed proposals and analyzed the costs of a self-funded program compared to a fully insured program, the Port Authority proceeded with the implementation of a self-funded group medical benefit program.

By Minute Nos. 2018-1030-44, 2019-1022-39, 2020-1208-44, 2021-1026-34, 2022-1027-50, 2023-1024-35, and 2024-1022-42, the Port Commission approved the purchase of insurance from Aetna Life Insurance Company (Aetna) to provide stop-loss coverage for calendar years 2019, 2020, 2021, 2022, 2023, and 2024, respectively, for the self-funded medical plan, and also authorized contract renewal negotiations with Aetna prior to contract expiration.

Gallagher and Port Authority staff have now negotiated a renewal with Aetna Life Insurance Company for stop-loss coverage for the 2025 self-funded group medical benefits program and determined that the negotiated terms offer the best value to the Port Authority.

Staff Evaluation/Justification:

Staff recommends the Port Commission award a one-year contract to Aetna for stop-loss insurance for the self-funded group medical plan for calendar year 2026. The stop-loss insurance would (i) cover eligible claims in excess of \$200,000 per individual claimant and (ii) cover eligible claims in excess of an aggregate amount of 120% of projected claims.

Additionally, staff recommends that the Port Commission authorize renewal negotiations with Aetna prior to contract expiration to better ascertain the need to solicit proposals for the following contract year.

M. PEOPLE

Subject	7. Approve a contract with Gartner, Inc. for Executive Partner Advisory Services for Human Resources through December 31, 2027, using the Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$126,021.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 09, 2025 meeting, approve a contract with Gartner, Inc. for Executive Partner Advisory Services for Human Resources through December 31, 2027, using the Texas Department of Information Resources (DIR) cooperative purchase program, in an amount not to exceed \$126,021, 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:

Human Resources

Staff Contact:

Carlecia Wright

Background:

The Port Authority is undergoing significant human capital transformation and modernization efforts to support strategic goals for 2026 and 2027. These initiatives include:

Total Rewards and Talent Systems Modernization

- Completion of the compensation benchmark study (Mercer);
- Development of the Port Authority's compensation philosophy;
- Assessment and redesign of incentive programs;
- Launch of the 2026 Executive Development, Mentorship, and Team Supervisor programs;
- Initiation of health benefits review (Aetna);
- Refreshing the performance assessment framework and supporting processes; and
- Creation of an Artificial Intelligence (AI) responsible use plan for Human Resources (HR).

Organizational Optimization

- Implementation of Return-to-Office and the Flex Work Bank;
- Development and rollout of a structured change management framework;
- Restructuring and optimizing the administrative team as part of the Administrative Optimization Project; and
- Strengthening organizational alignment, leadership development capability, and cross-functional execution.

To support these complex, high-impact human capital initiatives, the People Division seeks access to industry-leading research, benchmarking, executive advisement, and implementation tools. Staff has determined that Gartner, Inc.'s (Gartner) Executive Partner Advisory Services can provide strategic counsel, templates, data, and decision-support tools specifically designed for Chief People Officer-level

transformation work. Additionally, Gartner's scope and deliverables are expected to directly support the priorities outlined in the People Division's Fiscal Year 2026–2027 strategy and help accelerate execution, reduce risk, align with industry best practices, and improve quality of deliverables.

Staff Evaluation/Justification:

The Texas Department of Information Resources (DIR) is a department of the State of Texas and offers cooperative purchasing programs that may be used by the Port Authority. The Director of Strategic Sourcing has determined that procuring Gartner's advisory services through the DIR purchasing program satisfies competitive purchase requirements and provides the best value to the Port Authority.

The People Division has evaluated Gartner's Executive Partner HR Advisory Services and determined that:

1. Gartner is the only provider with the breadth of HR-specific research, diagnostic tools, benchmarking data, and strategic advisory services needed to support the Port Authority's multi-year human capital strategy;
2. The DIR pricing schedule for Gartner provides the most favorable contract terms, cost structure, and flexibility, compared to pursuing an independent request for procurement or custom procurement;
3. Gartner's Executive Partner model gives the Port Authority access to advisors with deep expertise in Total Rewards, performance management, organizational effectiveness, AI readiness, and workforce planning — capabilities needed to advance the Port Authority's priorities for Fiscal Year 2026–2027; and
4. The services available under this DIR contract provide substantial operational value, including on-demand toolkits, workshops, research, case studies, and expert guidance that directly support the compensation redesign, performance framework refresh, leadership development programs, and change management initiatives underway.

Accordingly, staff recommends that the Port Commission approve this best-value determination and authorize entering into the service agreement with Gartner through the Texas DIR program.

M. PEOPLE

Subject	8. Amend the move consulting services agreement with C-move Group, Inc. for an additional amount not to exceed \$38,835.10.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve an amendment to the move consulting services agreement with C-move Group, Inc. for an additional amount not to exceed \$38,835.10, 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:

Office Services

Staff Contact:

Carlecia Wright

Background:

In March 2025, the Port Authority entered into an agreement for move consulting services with C-move Group, Inc. in the amount of \$97,843.90, for support of the move from the Executive Office Building to the new Port Authority administration building at East River. The scope of that agreement included move strategy development, relocation planning and mobilization, onsite coordination and supervision, and post-move support for one move phase.

Since the agreement was entered into, the move strategy has solidified and developed into a more phased approach and staff has determined that additional assistance from the consultant is needed to support these updated plans. These additional activities include those associated with shifting the move date from December to the end of January, an added mid-January move date for roughly 40 selected Port Authority personnel to prepare the building for day one, an added April move date for staff needing to close out 2025 financials in their current space, support for additional IT equipment relocation, and specialized packing and moving services for the records and management department.

Staff Evaluation/Justification:

Staff recommends that the Port Commission approve this amendment to the agreement for move consulting services with C-move Group, Inc. in the amount set forth above.

N. SECURITY AND EMERGENCY OPERATIONS

Subject	1. Approve staff's ranking of vendors and award a three-year contract in an amount not to exceed \$990,000 for shipyard maintenance services of three Port Authority vessels, to the top-ranked proposer National Cotton Inc. dba Pier 77 Marine.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, Approve staff's ranking of vendors and award a three-year contract in an amount not to exceed \$990,000 for shipyard maintenance services of three Port Authority vessels, to the top-ranked proposer National Cotton Inc. dba Pier 77 Marine, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective PARTNERSHIPS - CONNECTION Drive Regional Impact Projects

Category:

Awards, Amendments & Change Orders

Department:

Fire

Staff Contact:

William Buck

Background:

The Port Authority's three fireboats are periodically dry-docked at local shipyards for preventive maintenance and/or repairs. The dry-docking work includes inspecting hull integrity, hull sandblasting and scraping, jet maintenance, replacing shell plating, bottom painting, and other marine-related repairs, and preventative maintenance activities.

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

Staff Evaluation/Justification:

On November 6, 2025, two RFP responses were received and opened. The responses were reviewed and evaluated by staff in accordance with the selection criteria published in the RFP; one bid was deemed non-responsive.

Following staff Executive Committee review, staff recommends that the Port Commission award a contract for shipyard maintenance services of three Port Authority vessels to the qualified provider National Cotton Inc. dba Pier 77 Marine, and act as otherwise described above.

N. SECURITY AND EMERGENCY OPERATIONS

Subject	2. Amend the professional services contract with CAVU International I, LLC for its staff continuous performance improvement program in an additional amount not to exceed \$150,000.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, amend the professional services contract with CAVU International I, LLC for its staff continuous performance improvement program in an additional amount not to exceed \$150,000, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.
Goals	Strategic Objective PEOPLE AND ORGANIZATION - CULTURE Elevate the Employee Experience PEOPLE AND ORGANIZATION Foster a collaborative, results-oriented organization and culture of shared leadership.

Category:

Awards, Amendments & Change Orders

Department:

Port Security and Emergency Operations

Staff Contact:

Amy Seymour

Background:

In August 2024, the Port Authority entered into a professional services contract valued at \$21,888 with CAVU International I, LLC (CAVU) for a continuous performance improvement (CPI) program for the Port Security and Emergency Operations (PSEO) division. The scope of services under the professional services contract provided for leadership alignment (Phase 1) and workforce assessment (Phase 2), and contemplated additional services—onsite coaching (Phase 3), leadership training, onsite coaching and mentoring, and related deliverables.

By Minute No. 2025-0219-35, the Port Commission approved an amendment for \$120,000 with CAVU for a CPI program for the PSEO division.

CAVU has completed Phase 3 and has provided staff with a proposal and scope of services for Phase 4 in an amount not to exceed \$150,000. Phase 4's scope of work provides follow-on coaching to help support and enable the PSEO division's mission to safely protect and secure people and commerce by enhancing readiness for all incidents, including all-hazard responses, emergencies, environmental compliance, maritime security, and emerging threats. Additionally, CAVU's coaching program would directly contribute to PSEO's upcoming strategic objectives: strategic communication and planning, developing leaders down the chain of command/succession planning, addressing Great Place to Work concern areas by department, and a continuous improvement cycle through driving culture change to brief/de-brief for communication improvements. CAVU's training and mentoring engagements would focus on elevating operational excellence, enhancing public safety and security, promoting a culture of psychological safety and continuous improvement, and supporting professional development.

The process to achieve these goals would be through proven techniques and a continuation of the leadership fundamentals established through 2025. CAVU is expected to maintain quality, scalable, and hands-on coaching to address challenges to drive and sustain standardized operational expectations, conduct honest evaluations, and implement proactive improvements based on lessons learned.

Staff Evaluation/Justification:

The CPI program is expected to result in a more collaborative and supportive workforce sustained by a culture of continuous improvement. Staff has reviewed and evaluated the proposal and scope of services for the additional services, and recommends that the Port Commission authorize the amendment of the professional services contract on the terms described above.

O. STRATEGY

Subject	1. Authorize a funding agreement with the State of Texas, acting by and through the Texas Department of Transportation, to receive grant funding in the amount of \$7,786,362.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, authorize a funding agreement with the State of Texas, acting by and through the Texas Department of Transportation, to receive grant funding in the amount of \$7,786,362, and further authorize the Chief Executive Officer to do any and all things in his reasonable opinion or necessary to give effect to the foregoing.

Category:

Awards, Amendments & Change Orders

Department:

Strategy

Staff Contact:

Candice Armenoff

Background:

The Port Authority's Bayport Southern Access Road – Phase 1 is a \$42.4 million project that would construct a 1.2-mile, four-lane access road connecting Red Bluff Road at SH 146 to Port Road. The project also includes widening the one-mile Freight Station Road by two lanes, improving its intersection with Port Road, and building a new intersection with the Bayport Southern Access Road. Funding includes a \$7,786,362 Seaport Connectivity Program Grant (89th Legislature) from the State of Texas, acting by and through the Texas Department of Transportation, with the Port Authority covering all remaining costs.

A funding agreement with the Texas Department of Transportation (TxDOT), to be executed no later than August 21, 2026, is required in connection with the grant.

Staff Evaluation/Justification:

This grant program furthers the efforts of the Port Authority to provide infrastructure to meet demand and is part of the ongoing rebuild of Barbours Cut Terminal.

Accordingly, staff recommends that the Port Commission authorize a funding agreement with the State of Texas to receive grant funds in the amount of \$7,786,362.

O. STRATEGY

Subject	2. Adopt the proposed 2026 Targets and Incentive Award Plan.
Meeting	Dec 9, 2025 - PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY
Access	Public
Type	Action
Recommended Action	The Port Commission, at its December 9, 2025 meeting, approve the proposed 2026 Targets and Incentive Award Plan, and further authorize the Chief Executive Officer to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:

General

Department:

Corporate Strategy

Staff Contact:

Candice Armenoff

Background:

By Minute No. 2020-0128-50, the Port Commission adopted an Incentive Award Program Policy outlining the roles and responsibilities with respect to the administration and funding of employee incentives. Incentive awards are cash awards that are intended to motivate employees to produce results that have been predefined and communicated to employees in advance, and to reward them for achieving the stated performance goals. Pursuant to that Policy, staff has prepared a proposed 2026 Incentive Award Plan that aligns with the recently approved Strategic Plan – Amended 2025 update.

By Minute No. 2025-1111-06, the Port Commission approved the Fiscal Year 2026 Operating and Capital Budget, which includes funds for an employee incentive award program.

The proposed 2026 Incentive Award Plan includes four target payout levels for eligible employees based on the Port Authority's net operating cash flow in 2026, its 2026 Strategic Targets and their respective weights, and completion of all mandatory compliance training, among other guidelines.

Incentive Plan Net Operating Cash Flow	Target Payout Levels
Below Threshold – below 10% of budget (Less than \$304,915,500)	No award given
Threshold Level – within 10% of budget (\$304,915,500 – 321,855,249)	Greater of 1% of annual base salary or \$1,500
Achievement Level – within 5% of budget (\$321,855,250 – 338,794,999)	Greater of 2% of annual base salary or \$1,750
Target Level – meeting budget target (\$338,795,000 – 355,734,749)	Greater of 3% of annual base salary or \$2,000
Maximum Level – exceeding 5% of budget (\$355,734,750 or more)	Greater of 5% of annual base salary or \$2,500

Executive Leadership, in consultation with the Port Commission, shall consider whether the organization has not achieved, partially achieved, achieved, or exceeded each of the targets listed below. Based on that determination, Executive Leadership shall adjust the payout so that employees receive from zero to 1.5 times the Target Payout amounts listed in the chart above.

2026 Strategic Targets

Strategic Goal Alignment	Targets
<p>MARITIME ECONOMIC DEVELOPMENT - Facilitate safe navigation, maritime commerce, and job creation for the greater Houston port region and beyond.</p>	<p>CHANNEL</p> <ol style="list-style-type: none"> 1. Evaluate maintenance dredging and placement area capacity strategies to improve efficiency and expedite project delivery <p>CARGO</p> <ol style="list-style-type: none"> 1. Execute container capacity optimization and expansion plans to increase throughput at Barbours Cut and Bayport terminals aligned with forecasted demand 2. Advance Terminal 3 development toward design readiness 3. Develop a seaport connectivity strategy to improve supply chain value proposition for the greater Houston port region <p>CHANGE</p> <ol style="list-style-type: none"> 1. Strengthen engagement and legislative alignment to build alignment and support for port initiatives and priorities
<p>LEADERSHIP & PARTNERSHIPS – Propel meaningful stakeholder engagement on shared goals and priorities.</p>	<p>COMMUNITY</p> <ol style="list-style-type: none"> 1. Advance the Anchored in Action community investment plan to drive new industry partnerships and investments
<p>PEOPLE & ORGANIZATION – Foster a collaborative, results-oriented organization and a culture of shared leadership for a sustainable future.</p>	<p>CULTURE</p> <ol style="list-style-type: none"> 1. Develop a Total Rewards roadmap to support long-term talent attraction, retention, and engagement 2. Optimize organization and collaboration to strengthen cross-functional execution and strategic alignment 3. Integrate Workday with Maximo and go-live for Pillar III functionality 4. Improve the project development process to enhance integration, alignment, and handoff with capital delivery functions <p>CAPITAL</p> <ol style="list-style-type: none"> 1. Ensure liquidity position is sufficient to sustain, short, mid, and long-term cash, methods, and strategic initiatives

Staff Evaluation/Justification:

The proposed 2026 Incentive Award Plan was prepared and reviewed by members of the Port Authority’s People, Finance, and Legal divisions. Staff recommends that the Port Commission adopt the proposed 2026 Strategic Targets and 2025 Incentive Award Plan.