

March 22, 2018

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

In accordance with the official practice of the Port Commission of the Port of Houston Authority, there is attached hereto a copy of the Agenda of the regular meeting to be held on March 27, 2018. The Port Commission will meet at 9:00 a.m., or thereafter, at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029, with the Executive Session convening following the adjournment of the Public Session and the Public Session reconvening following the adjournment of the Executive Session, to consider any items from the Executive Session that may require action and conduct any further business.

PORT OF HOUSTON AUTHORITY
of
HARRIS COUNTY, TEXAS



SECRETARY



Tuesday, March 27, 2018
PORT COMMISSION OF THE PORT OF HOUSTON AUTHORITY

9:00 a.m.
111 East Loop North
Houston, TX 77029
Fourth Floor Boardroom

A. CALL TO ORDER

B. CHAIRMAN'S REMARKS

1. Governance, legislative, policy, and operational matters

C. APPROVAL OF MINUTES

1. Port Commission Public Meeting - January 30, 2018

D. PORT COMMISSION COMMITTEE UPDATES

1. Governance Committee Meeting - March 13, 2018
2. Procurement & Small Business Task Force Meeting - March 26, 2018

E. APPEARANCES

1. Admiral Bennis Award presentation by U.S. Coast Guard
2. Public Comment

F. STAFF REPORTS

1. Summary of selected financial and operational matters - Roger Guenther, Executive Director

G. EXECUTIVE

General

1. Approve the (i) Travel, Meals & Business Entertainment Authorization and Expense Reimbursement Policy, and (ii) Policy for Approving and Funding Local Port Commissioner and Employee Meals.
2. Approve the CyberSecurity Policy of the Port Authority.

H. COMMERCIAL

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year professional services contract to provide news media monitoring and news release distribution services to the top-ranked proposer in an amount not to exceed \$104,500: staff ranking - first, Meltwater News US Inc. (news monitoring services and news release distribution services); second, Meltwater News US Inc. (news monitoring services)/Business Wire (press release distribution services); and third, CyberAlert, LLC/Glean.Info (news monitoring services)/Business Wire (press release distribution services).

Leases

2. Approve a 3% lease rate increase for thirty Port Authority month-to-month leases effective May 1, 2018.

3. Approve a third amendment to the lease agreement with Contanda Wah Chang Terminal LLC, effective no earlier than April 1, 2018, to extend the 8.162 acre option property feasibility period to December 31, 2018.

I. FINANCE

Authority to Obtain Bids, Proposals, or Qualifications

1. Authorize advertisement and receipt of responses for twelve formal procurements.

- (a) Request for competitive sealed proposals for replacement of short trolley rails and Gantrex pads on six wharf cranes at Bayport Container Terminal
- (b) Request for competitive sealed proposals for splash zone painting of marine elements at Turning Basin Terminal
- (c) Request for competitive sealed proposals for the replacement of lighting infrastructure at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
- (d) Request for competitive sealed bids for purchase of one 50,000 lb. capacity forklift for Bayport Container Terminal
- (e) Request for competitive sealed bids for the repair of wharf deck at Jacintoport Terminal
- (f) Request for competitive sealed bids for the demolition of the former Seafarers Center building at Turning Basin Terminal
- (g) Request for proposals for purchase of eight container yard cranes for Barbours Cut Terminal
- (h) Request for proposals for purchase of four telescopic spreaders and one overheight attachment for Barbours Cut Terminal and Bayport Container Terminal
- (i) Request for proposals for Storm Water Quality Program management
- (j) Request for proposals for services to research reduction of emissions through intermodal opportunities and incentives
- (k) Request for proposals for spotting of vessels at all Port Authority facilities

- (l) Request for qualifications for professional services to design the rail and switch replacement at Turning Basin Terminal

General

2. Adopt resolutions authorizing the Port Authority's participation in the Texas Cooperative Liquid Assets Securities System Trust and designate authorized representatives to act on behalf of the Port Authority in connection with this local government investment pool.
3. Approve the Second Amended Insurance Program and Indemnification Policy.

J. HEALTH, SAFETY, SECURITY & EMERGENCY MANAGEMENT

Awards, Amendments & Change Orders

1. Amend the unarmed, uniformed Security Gate Officer services contract with Allied Universal Security Service, LLC to i) approve a change order in an amount not to exceed \$1,700,000 to provide services through July 31, 2018, ii) authorize activation of the two one-year options for continuing services effective August 1, 2018, and iii) approve a new purchase order to fund the two one-year option terms in an amount not to exceed \$13,200,000.

K. INFRASTRUCTURE

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a two-year services contract in an amount not to exceed \$1,039,854 for maintenance of dredged material placement areas to the top-ranked proposer: staff ranking – first, Yellowstone Landscape; and second, Angel Lady Services.
2. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$703,397 for the design of rehabilitation and repair of Wharf 9 at Turning Basin Terminal to the top-ranked proposers: staff ranking – first, CH2M Hill Engineers, Inc.; second, Dannenbaum Engineering Corporation; and third, BergerABAM, Inc.
3. Award a construction contract to Alpha Mar Group Inc. for the installation of tie-downs at Wharves 4 and 5 for Crane Nos. 3 and 4 at Barbours Cut Terminal in an amount not to exceed \$362,600.
4. Award professional services contract to Omega Engineering for construction management and field inspection services at various projects port-wide in an amount not to exceed \$130,000.
5. Award a construction contract to Electra Link Inc. for Wharf 3 telecommunications pre-outage facilities at Barbours Cut Terminal, using the Local Government Purchasing Cooperative's BuyBoard program, in an amount not to exceed \$110,734.
6. Award a contract to Yellowstone Landscape to vegetate the sight-and-sound berm at Bayport Container Terminal, using the Harris County Department of Education's Choice Partners cooperative purchase program, in an amount not to exceed \$994,868.
7. Rescind the previous award to Dowley Security Systems Inc., and award a construction contract for the 12.47 kV electrical switchyard security at Barbours Cut Terminal to Converjint Technologies LLC, using the Local Government Purchasing Cooperative's BuyBoard program, in an amount not to exceed \$61,681.

8. Approve a change order to CYMI, Inc. to perform additional work associated with the construction of Container Yard 6 South at Bayport Container Terminal in an amount not to exceed \$172,742.
9. Approve a change order to McCarthy Building Companies, Inc. to perform additional work associated with the construction of Container Yard 1 and East End at Barbours Cut Terminal in an amount not to exceed \$300,953.
10. Approve a change order to Forde Construction Company, Inc. to perform additional work associated with structural concrete and fender repairs at Wharf No. 23 at Turning Basin Terminal in an amount not to exceed \$759,861.
11. Amend the professional services contracts with CH2M HILL Engineers, Inc., Moffatt & Nichol, and Wiss, Janney Elstner Associates, Inc. for the facility inspection and condition assessment program 2017-2019, in respective not-to-exceed amounts of \$526,682, \$476,366, and \$528,600.
12. Amend the professional services contract with HDR Engineering, Inc. to provide planning, engineering, and technical services for channel development support for year 5 of 5 in an additional amount not to exceed \$700,000.
13. Enter into an Interlocal Agreement with Harris County to provide wage rate compliance services for a one-year term in an amount not to exceed \$71,587.

General

14. Enter into an agreement with LBC Houston, L.P. to accept approximately 650,000 cubic yards of fill material and acknowledge such gift.

Permits/Licenses/Pipeline Easements

15. Approve the renewal of expiring Port Authority licenses for new ten-year terms: Dow Hydrocarbons and Resources LLC, ExxonMobil Pipeline Company, Southwestern Bell Telephone Company, Lone Star NGL Mont Belvieu LP, Equistar Chemicals, LP, and TPC Group, LLC.
16. Issue a distribution/transmission line license to AT&T for one fiber optic line across Industrial Park East in Houston.
17. Issue a pipeline license to Magellan Pipeline Company, L.P. for one 20-inch refined products pipeline under and across Southside Mainline railroad right-of-way and Pasadena Cut-Off railroad right-of-way in Pasadena.
18. Issue a pipeline license to Lone Star NGL Mont Belvieu LP for two 12-inch natural gas liquids pipelines under and across the Peggy Lake Access road property, Peggy Lake, the Houston Ship Channel, Goat Island, and Scott Bay in La Porte and Baytown.
19. Issue a pipeline license to FLST LLC dba Lavaca LST Pipeline LLC for one 16-inch ethane pipeline under and across the Peggy Lake Access road property, Peggy Lake, the Houston Ship Channel, Goat Island, and Scott Bay in La Porte and Baytown.

L. OPERATIONS

Awards, Amendments & Change Orders

1. Award a three-year contract to Petro Pangea, Inc. for the purchase of grease and miscellaneous engine, transmission, and hydraulic oils for Barbour's Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$750,000.
2. Award a three-year contract to Northline NC for the purchase of new and repaired printed circuit boards for wharf and RTG cranes at Barbour's Cut Terminal and Bayport Container Terminal in an amount not to exceed \$1,500,000.
3. Award a two-year contract to Konecranes, Inc., the sole source provider, for the purchase of captive replacement parts and repair services for motor control drives for Kone cranes at the Barbour's Cut Terminal and Bayport Container Terminal in an amount not to exceed \$2,500,000.

General

4. Approve an amendment to the Maersk Line A/S Marine Terminal Services Agreement to add Hamburg Süd and Aliança as included carrier entities and approve the termination of prior Marine Terminal Services Agreements with Hamburg Süd and Aliança.
5. Authorize a Facility Use Agreement with Buffalo Marine Service, Inc., effective May 1, 2018, for layberth of barges at Turning Basin Terminal wharves CDs 02 through 04, CDs 08 through 26, and CDs 27 through 31, at an annual dockage rate of \$120,000 for a term of two years with a two-year renewal option at an annual dockage rate of \$138,000, plus security and other fees under Tariff No. 8.

M. PEOPLE

Awards, Amendments & Change Orders

1. Issue a purchase order and enter into a two-year agreement with SumTotal Systems, LLC, the sole source provider for an automated Learning Management System and Talent Suite including an Applicant Tracking system, Performance Management system, and Succession Module, and to increase the number of user licenses to 650, in an amount not to exceed \$201,283.
2. Issue a purchase order to Pitney Bowes Global Financial Services LLC, using the Local Government Purchasing Cooperative's BuyBoard program, for the lease of a mailing system and the purchase of consumable supplies for the mailing system at the Port Authority's Executive Office Building for a period of five years in an amount not to exceed \$126,385.

General

3. Authorize an interlocal agreement with the University of Houston Graduate Design/Build Studio, Gerald D. Hines College of Architecture and Design, to design and construct an open-air shade structure at the Turning Basin Terminal's Sam Houston Landing, in an amount not to exceed \$50,000.

N. TECHNOLOGY

Awards, Amendments & Change Orders

1. Award a purchase order to CDW Government LLC for the purchase of miscellaneous computer parts and accessories, using the Texas Cooperative Purchasing Network cooperative purchase program, in an amount not to exceed \$100,000.

2. Award a purchase order to SHI Government Solutions, Inc., using the BuyBoard cooperative purchase program, to provide cybersecurity tools and support to the current Port Authority Information Technology infrastructure in an amount not to exceed \$70,000.
3. Award a purchase order to SHI Government Solutions, Inc., using the State of Texas Department of Information Resources cooperative purchase program, to provide software support for the Port Authority's virtual environment in an amount not to exceed \$125,000.
4. Award a purchase order to Amazon Business for the purchase of miscellaneous computer parts and accessories, using the U.S. Communities Government Purchasing Alliance, in an amount not to exceed \$50,000.
5. Award a purchase order to Microsoft Corporation, for Microsoft Premier Support Services for Microsoft Office 365 technical planning and support, using a Texas Department of Information Resources cooperative purchasing program, in a total amount not to exceed \$151,183.

General

6. Enter into a three-year Interconnection Security Agreement with United States Customs and Border Protection for maintaining an Electronic Data Interface link.

O. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) the Memorandum of Settlement Agreement with the City of Seabrook, Texas; (ii) Blanchard Contractors, Inc. v. Port of Houston Authority and Forde Construction Company, Inc., In the 157th District Court of Harris County, Texas; and (iii) proposed agreement for legal services with Ewell, Brown, Blanke & Knight LLP
2. Real Estate (Section 551.072, Texas Open Meetings Act) including deliberation regarding disposition of Woodhouse Terminal properties, and Beltway 8 area property
3. Economic Development Negotiations or Incentives (Section 551.087, Texas Open Meetings Act)
4. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act), including deliberations regarding public employees
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

P. RECONVENE OPEN MEETING

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

Q. ADJOURN MEETING

1. Next Meeting Requested - April 16, 2018 at 10:00am
2. Adjourn Port Commission Meeting