

October 19, 2017

**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 October 23, 2017. 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



ASSISTANT SECRETARY



**Monday, October 23, 2017**  
**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**

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**B. CHAIRMAN'S REMARKS**

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1. Governance, legislative, policy, and operational matters

**C. APPROVAL OF MINUTES**

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1. Special Port Commission Public Meeting - September 5, 2017
2. Port Commission Public Meeting - September 26, 2017
3. Special Port Commission Public Meeting - October 4, 2017

**D. PORT COMMISSION COMMITTEE UPDATES**

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1. Audit Committee Meeting - October 4, 2017
2. Pension and Benefits Committee Meeting - October 4, 2017

**E. APPEARANCES**

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1. Public Comment

**F. STAFF REPORTS**

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

**G. EXECUTIVE**

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***General***

1. Acknowledgment of a gift to the Port Authority under Section 5007.228 of the Special District Local Laws Code: \$7,288 in relief assistance from South Carolina Ports employees.
2. Acknowledgment of a gift to the Port Authority under Section 5007.228 of the Special District Local Laws Code: Four twenty-foot containers of supplies donated by Georgia Ports Authority employees and the greater Savannah community for Hurricane Harvey relief.

3. Acknowledgment of a gift to the Port Authority under Section 5007.228 of the Special District Local Laws Code: \$22,500 in relief assistance from the American Association of Port Authorities Port Employee Emergency Relief Fund.

## **H. COMMERCIAL**

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

1. Approve a one-year extension of the professional services contract agreement with John Manlove Marketing and Communications to provide creative services to the Port Authority for an additional amount not to exceed \$420,000.

2. Award to CenterPoint Energy Houston Electric, LLC the purchase of fee property, totaling approximately 2.9123 acres, and a perpetual easement totaling approximately 5.1054 acres, out of the William P. Harris League Abstract 30 in Harris County, TX in close proximity to the Bayport Container Terminal for an electrical supply substation in the purchase amount of \$1,126,556.

### ***Leases***

3. Approve an amendment to the existing Frontier Logistics L.P.'s 2.73 acre lease by adding approximately 0.125 acres to the leased premises for rail bridge use on the western section of North L Street, effective no earlier than November 1, 2017 at an annual rental of \$2,340, subject to annual rent escalation equal to the greater of 3% or the increase in the Consumer Price Index, not to exceed 6%.

4. Approve an assignment from Alltrans Port Services Inc. to Rains Land & Properties L.P. of the lease of approximately 4 acres adjacent to Industrial Park East, effective November 1, 2017.

5. Approve the change of control of Huntsman International LLC to HuntsmanClariant, Ltd., in connection with the lease of property at Manchester Terminal.

6. Approve a five-year lease agreement with CMA CGM (America) LLC, for approximately 1,500 square feet of office space in the Bayport Administration Building, commencing no earlier than November 1, 2017 at an annual base rent of \$26,640 subject to an annual 3% increase.

7. Approve a two-year lease agreement with 2 two-year mutual extension options with R. Warehousing & Port Services, Inc. for approximately 2 acres out of Block 1C at the Northside Turning Basin effective November 1, 2017 at an annual rental of \$87,792, subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index.

8. Approve a two-year lease agreement with 2 two-year mutual extension options with R. Warehousing & Port Services Inc. for an approximate 86,000 sq. ft. building and 0.50 of an acre out of Block 26C at Industrial Park East effective no earlier than October 24, 2017, at an annual rental rate of \$300,000 subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index commencing with year one of the first option period, and an abatement of rent not to exceed the first year annual base rental.

9. Approve a sixteen-month lease agreement with Enterprise Terminaling Services, L.P. for approximately 30 acres out of the Port Authority's Beltway 8 property, effective no earlier than November 1, 2017 at an annual rental of \$786,763 subject to an annual increase equal to the greater of 3% or the increase in the Consumer Price Index.

10. Consent to a one year sub-lease agreement between Contanda Wah Chang Terminals, LLC, as sub-lessor and R. Warehousing & Port Services, Inc. as sub-lessee, effective November 1, 2017, for approximately 10 acres out of Block 4 at the Bulk Materials Handling Plant.

11. Ratify a month-to-month lease with Auto Warehousing Company for approximately 33.8 acres at the Bayport Auto Terminal at the current monthly rental amount of \$85,590.

12. Ratify a month-to-month lease with Jacob Stern & Sons, Inc. for approximately 1.36 acres at the Turning Basin at the current monthly rental amount of \$2,259.

**General**

13. Adopt a resolution authorizing an application to the Foreign-Trade Zones Board for a Magnet site on behalf of Blimp Base Interests, Inc.

**I. FINANCE**

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***Authority to Obtain Bids, Proposals, or Qualifications***

1. Authorize advertisement and receipt of responses for three formal procurements.
  - (a) Request for competitive sealed proposals for a bi-annual contract for warehouse door repair services at the Port Authority Turning Basin Terminal
  - (b) Request for competitive sealed proposals for the annual fender maintenance for Barbours Cut and Bayport Container Terminals 2018
  - (c) Request for qualifications for the analysis and design for the rehabilitation and repair of Wharf 9 at Turning Basin Terminal

**General**

2. Adopt a revised Investment Policy for Port Authority funds, including operating, construction, debt service, and bond reserve funds, and approve the Port Authority's revised Internal Controls for Investments.

**J. HEALTH, SAFETY, SECURITY & EMERGENCY MANAGEMENT**

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

1. Approve staff's ranking of vendors and award a two-year professional services contract, with an option for a two-year extension, in an amount not to exceed \$100,000 for Hazardous Materials Incident Response services to the top-ranked proposer: staff ranking – first, Oil Mop LLC dba OMI Environmental Solutions; and second, Garner Environmental Services, Inc.
2. Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2017-2018) contribution in an amount not to exceed \$42,900.

**K. INFRASTRUCTURE**

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

1. Approve staff's ranking of vendors and award a professional services contract in an amount not to exceed \$138,700 for Enterprise Asset Software Capability Assessment Project, Phase I to the top-ranked proposer: staff ranking – first, Technology Evaluation Centers, Inc.; and second, Computerized Facility Integration, LLC.

2. Approve staff's ranking of vendors and award a contract in an amount not to exceed \$425,200 for a container capacity assessment and operation options study to the top-ranked proposer: staff ranking - first, Moffatt & Nichol; second, Mott MacDonald; and third, TBA B.V.

3. Approve staff's ranking of vendors and award three professional services contracts, in an amount not to exceed \$65,000 each, to perform inspection and professional engineering consultant services through January 2018 for the initial stage of Phase 2 of the facility inspection and condition assessment program for marine assets to each of the top-ranked proposers: alphabetical staff ranking - CH2M Engineering, Moffatt & Nichol, and Wiss, Janney, Elstner Associates, Inc.

**General**

4. Enter into a Spur Track Crossing Right Of Way and Permit Agreement with the Texas Department of Transportation for the construction and operation of a rail spur across SH 146/Red Bluff Road.

5. Enter into an Industry Track Agreement with Union Pacific Railroad Company (Union Pacific) for Bayport South access and authorize a payment to Union Pacific for force account work on connecting Union Pacific tracks in an amount not to exceed \$1,193,559.

**Permits/Licenses/Pipeline Easements**

6. Issue a marine construction permit to LyondellBasell Acetyls, LLC for a barge dock, mooring dolphins, a trestle, two platforms, and riprap adjacent to Upper San Jacinto Bay in La Porte.

7. Issue a license across Beltway 8 Property to the Harris County Toll Road Authority for construction access associated with the replacement of the Sam Houston Tollway Bridge.

8. Approve the renewal of expiring Port Authority licenses for new ten-year terms: Contanda Terminals LLC, Enterprise Products Pipeline Company LLC, Houston Pipe Line Company LP, KM Liquids Terminals LLC, Praxair, Inc., and Targa Downstream LLC.

9. Issue a pipeline license to Equistar Chemicals LP for one 12-inch ethylene pipeline (Line 165) under and across Cedar Bayou and San Jacinto River in Harris and Chambers counties.

10. Issue a pipeline license to Equistar Chemicals LP for one 6-inch butadiene pipeline (Line 84) under and across Carpenters Bayou, Northside Mainline railroad right-of-way, Greens Bayou, America Yard railroad right-of-way, the Port Authority's undeveloped railroad right-of-way, the Port Authority's triangular parcel of undeveloped railroad right-of-way, and Hunting Bayou in Houston.

11. Issue a pipeline license to Equistar Chemicals LP for one 8-inch ethane pipeline (Line 180C) under and across Cedar Bayou and San Jacinto River in Harris and Chambers counties.

12. Issue a pipeline license to Equistar Chemicals LP for one 6-inch propylene pipeline (Line 195A) under and across Cedar Bayou and San Jacinto River in Harris and Chambers counties.

13. Issue a pipeline license to Equistar Chemicals LP for one 4-inch idle pipeline (Line 72) under and across Carpenters Bayou, Northside Mainline railroad right-of-way, Greens Bayou, America Yard railroad right-of-way, the Port Authority's undeveloped railroad right-of-way, the Port Authority's triangular parcel of undeveloped railroad right-of-way, and Hunting Bayou in Houston.

14. Issue a pipeline license to Equistar Chemicals LP for one 6-inch crude oil pipeline (Line 85) under and across Carpenters Bayou, Northside Mainline railroad right-of-way, Greens Bayou, America Yard railroad right-of-way, the Port Authority's undeveloped railroad right-of-way, the Port Authority's triangular parcel of undeveloped railroad right-of-way, and Hunting Bayou in Houston.

15. Issue a pipeline license to Equistar Chemicals LP for one 6-inch propylene pipeline (Line 190B) under and across Cedar Bayou and San Jacinto River in Harris and Chambers counties.

## **L. OPERATIONS**

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### ***Reject & Other Actions***

1. Reject all bids and authorize the re-advertisement for competitive sealed bids for miscellaneous filters for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal.

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

2. Approve staff's ranking of vendors and award a two-year contract for mowing services and landscaping maintenance at various Port Authority locations in an amount not to exceed \$750,000 to the top-ranked proposer: staff ranking - first, Yellowstone Landscape; second, Maldonado Nursery & Landscaping Services; and third, Personal Touch Management Inc. dba Special Touch Landscaping.

3. Award a contract to Industrial & Crane Service, Inc. for replacement of short trolley rails and Gantrex pads on two wharf cranes at Bayport Container Terminal in an amount not to exceed \$656,600.

4. Award a three-year contract to SimplexGrinnell, LP, using the Texas Comptroller's Office Texas Multiple Award Schedule contract, for the purchase of monitoring, inspection, repair services, and spare parts for fire alarm and suppression systems at Barbours Cut Terminal, Bayport Container Terminal and Turning Basin Terminal in an amount not to exceed \$400,000.

5. Issue a purchase order to Darr Equipment Company, using the Local Government Purchasing Cooperative's Buyboard Program, for the purchase of two 10,000-lb. capacity Caterpillar forklifts for Turning Basin Terminal in an amount not to exceed \$121,000.

6. Issue a purchase order to Equipment Depot, using the Local Government Purchasing Cooperative's BuyBoard program, for the purchase of one Genie S-85 telescopic boom manlift for Barbours Cut Terminal in an amount not to exceed \$135,000.

7. Issue a purchase order to Facility Interiors, Inc., using the Local Government Purchasing Cooperative's U.S. Communities contract, for the purchase of office furniture and interior remodeling service for C-6 Administration Building at Barbours Cut Terminal in an amount not to exceed \$65,969.

## **M. PEOPLE**

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

1. Award a two-year contract with LinkedIn Corporation, the sole source provider, for recruiting and trade marketing access and services, in a total amount not to exceed \$58,350.

**General**

2. Amend and restate the Port Authority's Restated Retirement Plan.

**N. TECHNOLOGY**

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

1. Award a purchase order to Mythics, Inc. for software support services for JDEdwards Enterprise Resource Planning software, using a State of Texas Department of Information Resources Cooperative Purchase contract, for the period beginning October 11, 2017 and ending October 29, 2020 in an amount not to exceed \$127,807 per year totaling \$383,421 for three years.
2. Award a purchase order to NetSync Network Solutions, Inc. for required hardware and support for the Situational Awareness and SharePort applications, using a State of Texas Department of Information Resources Cooperative Purchase program contract, in an amount not to exceed \$300,000.

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

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1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultations regarding (i) Memorandum of Settlement Agreement with the City of Seabrook, Texas; and (ii) consulting services by Interface Consulting International, Inc.
2. Real Estate (Section 551.072, Texas Open Meetings Act), including deliberation regarding disposition of Bayport area real 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**

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

**Q. INFRASTRUCTURE**

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

1. Issue a license to Celanese Ltd. for three monitoring wells and twelve recovery wells on Bayport Terminal property, adjacent to the Small Boat Channel in Pasadena.

**R. ADJOURN MEETING**

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1. Next Meeting Requested - November 14, 2017
2. Adjourn Port Commission Meeting