

October 20, 2022

**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 Thursday, October 27, 2022. A quorum of the Port Commission is intended to meet at 9:15 a.m. at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. The member of the Port Commission presiding over the meeting is intended to be present at that location, which shall be open to the public during the open portions of the meeting.

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

PORT OF HOUSTON AUTHORITY  
of  
HARRIS COUNTY, TEXAS

Erik A. Eriksson  
Secretary



### **Additional Public Meeting Notifications.**

1. In accordance with the Port Commission's usual practice:
  - a. Members of the public may speak during the posted public comment section.
    - Please register to speak no later than an hour before the meeting by emailing to Liana Christian [lchristian@porthouston.com](mailto:lchristian@porthouston.com) or Erik Eriksson [eeriksson@porthouston.com](mailto:eeriksson@porthouston.com)
      - Please provide name and the organization the speaker represents, if applicable.
      - Comments are limited to three minutes.
  - b. An audio recording of the meeting is being made, and will be available to the public, as will written minutes after Port Commission approval.
2. To request accommodations under the Americans with Disabilities Act or language access services, please contact the Port Houston– Legal Division at least three days prior to the meeting. The Legal Division may be reached by telephone at (713) 670-2450, by email at [lchristian@porthouston.com](mailto:lchristian@porthouston.com) or Erik Eriksson [eeriksson@porthouston.com](mailto:eeriksson@porthouston.com), and by mail at 111 E. Loop N, Houston, Texas 77029.
3. Due to health and safety concerns related to COVID-19, this meeting will offer the options to participate by videoconference or in-person. The meeting will be open to the public but restrictions regarding allowable room capacity and seating arrangements may be in place.

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

[Join meeting](#)

**More ways to join:**

**Join from the meeting link**

<https://porthouston.webex.com/porthouston/j.php?MTID=ma7c5cd33e1314e587d990a5d494a80a2>

**Join by meeting number**

Meeting number (access code): 2491 384 4492

Meeting password: PCBE1022

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

+1-720-650-7664,,24913844492## United States Toll (Denver)

+1-469-210-7159,,24913844492## United States Toll (Dallas)

**Join by phone**

+1-720-650-7664 United States Toll (Denver)

+1-469-210-7159 United States Toll (Dallas)

[Global call-in numbers](#)

**Join from a video system or application**

Dial [24913844492@porthouston.webex.com](tel:24913844492@porthouston.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

**Join using Microsoft Lync or Microsoft Skype for Business**

Dial [24913844492.porthouston@lync.webex.com](tel:24913844492.porthouston@lync.webex.com)

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>



**Thursday, October 27, 2022**  
**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 - September 27, 2022

**D. STAFF REPORTS**

---

1. Summary of selected financial and operational matters

**E. APPEARANCES**

---

1. Public Comment

**F. EXECUTIVE**

---

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

**Awards, Amendments & Change Orders**

1. Award a three-year contract to Thomson Reuters Corporation for online legal research services, and printed publications and updates, in an amount not to exceed \$192,222.72.

**General**

2. Approve the Amended and Restated Bylaws of the Port Authority, the Third Amended and Restated Code of Ethics, and the Public Comment Policy.

**G. BUSINESS EQUITY**

---

1. No Items.

## **H. COMMERCIAL**

---

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

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

1. Enter a two-year professional services contract with a one-year mutual extension option with Sergio Ojeda Ossa for trade development services on behalf of the Port Authority in Central and South America, in an amount not to exceed \$243,600 for the two-year contract period and in an amount not to exceed \$127,308 for the one-year option period, plus Port Authority-related travel and business expense reimbursement not to exceed \$28,875 per year, including the one-year option period.
2. Approve the 2023 membership with the Greater Houston Partnership at the Managing Partner level with associated membership fees in an amount not to exceed \$60,000.
3. Approve a 3% lease rate increase for twenty-four ratified Port Authority month-to-month leases and new month-to-month leases, effective no earlier than January 1, 2023.

### ***Leases***

4. Ratify the extended term of a month-to-month lease with R. Warehousing & Port Services, Inc., commencing November 11, 2022, for approximately 5.24 acres out of Block 22B at Industrial Park East, at an annual base rent of approximately \$228,960.
5. Approve an amendment to the lease with CMA CGM (America) LLC for approximately 1,500 square feet of office space in the Bayport Container Terminal Administration Building to extend the term for three years, effective no earlier than December 1, 2022, at an annual base rent of approximately \$30,883, subject to annual base rent escalation of 3%.

## **I. FINANCE**

---

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

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

1. Authorize payment to Revenew International LLC for Accounts Payable Recovery Audit Services in an amount not to exceed \$65,600.
2. Approve and ratify a one-year extension for the second year of the professional audit services agreement with Forvis, LLP (f/k/a BKD, LLP), in an amount not to exceed \$350,000, and approve a one-year extension for the third year of the professional audit services agreement with Forvis, LLP, in an amount not to exceed \$370,000.

### ***General***

3. Approve and adopt the proposed Internal Audit 2023 Annual Audit Plan.
4. Authorize staff to elect a funding holiday for the Port of Houston Authority Other Post-Employment Benefit Plan (OPEB), by the end of each calendar year, if the OPEB plan reflects a funded status of 125% or greater.
5. Appoint and authorize a designated officer in accordance with Section 60.271, Texas Water Code, and Chapter 105, Texas Local Government Code, to advertise and receive proposals for depository and other banking services on behalf of the Port Authority.

## **J. INFRASTRUCTURE**

---

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

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

1. Approve staff's ranking of vendors and award a two-year environmental consulting agreement in an amount not to exceed \$250,000 for general environmental consulting services to the top-ranked proposer: staff ranking- first, Terra Nova Consulting, Inc.; second, Edge Engineering & Science, LLC; and third, InControl Technologies, LLC.
2. Approve staff's ranking of vendors and award a construction contract in an amount not to exceed \$7,175,400 to construct a 12-acre expansion of the interim container storage facility for redevelopment of the west end of Barbours Cut Terminal, to the top-ranked proposer: staff ranking - first, Rigid Constructors, LLC; second, McCarthy Building Companies, Inc.; and third, Spawglass Civil Construction, Inc.
3. Award a professional services contract to Hatch Associates Consultants, Inc. to prepare training materials and perform other services for the facility inspection and condition assessment program (FICAP), in an amount not to exceed \$92,000, and rescind the award of a FICAP contract amendment to the same firm.
4. Amend the professional services contract with Burrer Engineering, Inc. to perform additional on-call electrical engineering services in an amount not to exceed \$43,708.
5. Amend the professional services contract with AECOM Technical Services, Inc. to perform additional work associated with planning and design for reconstruction of 87 acres of container yard at Barbours Cut Terminal in an amount not to exceed \$153,197.
6. Amend the professional services contract with Jacobs Engineering Group, Inc. to perform additional work associated with design and construction phase services for the construction of Wharf No. 6 at Bayport Container Terminal in an additional amount not to exceed \$185,896.
7. Approve a change order with Jerdon Enterprise, Inc. to perform additional work associated with the Ramp Road 8 modification and guardhouse at Turning Basin Terminal in an amount not to exceed \$92,271.
8. Approve a change order with Harper Brothers Construction, LLC to perform additional work associated with the Port Road expansion and drainage project at Bayport Container Terminal in an amount not to exceed \$152,606.
9. Approve a change order with Rigid Constructors, LLC to perform additional work associated with the construction of the 14.5 acre interim container storage facility for redevelopment of the west end of Barbours Cut Terminal in an amount not to exceed \$110,281.
10. Amend the contract with Great Lakes Dredge & Dock Company for dredging of the Houston Ship Channel between Station 73+467 and 138+369 to alter the methodology of dredging between Stations 132+000 and 138+369 from hydraulic to mechanical, reducing the contract amount from from \$92,518,835 to a not-to-exceed amount of \$91,356,632.

11. Amend the contract with Curtin Maritime Corp. for dredging of the Houston Ship Channel between Station 78+844 and 16+000 & Bayport Ship Channel to add additional Barbours Cut Container Terminal maintenance dredging in an amount not to exceed \$1,670,400.

12. Provide the U.S. Army Corps of Engineers up to \$42,030,000 to support the Fiscal Year 2023 request dated September 2022, for the Design and Construction of the Houston Ship Channel Expansion Channel Improvement Project.

13. Amend a professional services contract with HDR Engineering, Inc. for construction support services for the Houston Ship Channel Expansion Channel Improvement Project in an amount not to exceed \$96,000.

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

14. (i) Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: CenterPoint Energy Houston Electric, LLC, (ii) approve the renewal of the following expiring Port Authority licenses for new thirty-year terms: CenterPoint Energy Intrastate Pipeline, LLC and CenterPoint Energy Resources Corporation dba CenterPoint Energy Texas Gas Operations.

15. (i) Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: Arkema, Inc., Enterprise Products Operating LLC, Shell Pipeline Company LP, and Valero Refining-Texas LP, (ii) approve the renewal of the following expiring Port Authority licenses for new thirty-year terms: BWC Terminals LLC, Concha Chemical Pipeline LLC, Chevron Phillips Chemical LP, DCP Southern Hills Pipeline LLC, Energy Transfer Mont Belvieu NGLs LP, Enterprise Houston Ship Channel, L.P., Enterprise Intrastate LLC, Enterprise Products Operating LLC, Enterprise TE Products Pipeline Company LLC, Enterprise Texas Pipeline LLC, Equistar Chemicals, LP, Explorer Pipeline Company, Houston Pipe Line Company LP, HSC Pipeline Partnership, LLC, INV Propylene, LLC, Kinder Morgan Tejas Pipeline LLC, Linde, Inc., Marathon Pipe Line LLC, Seminole Pipeline Company, LLC, Shell Chemical LP, Shell Pipeline Company LP, Targa Downstream LLC, TPC Group, LLC, and Valero Refining-Texas LP.

16. Issue a pipeline license to Enterprise Houston Ship Channel, L.P. for two 30-inch crude oil pipelines along the east side of the Beltway 8 property.

17. Reconcile thirteen pipeline licenses assigned to Easton Energy Pipelines, LLC including renewals, transfers, and amendments as needed.

## **K. OPERATIONS**

***Staff Report*** – Selected agenda items – Jeff Davis, Chief Port 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 \$200,000 for the purchase of hydraulic components and repair services for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Sapphire Hydraulics, Inc.; second, Coastal Associates, LLC dba Coastal Hydraulics; and third, Womack Machine Supply Company of Houston.

2. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$400,000 to rent portable toilets for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Texas Outhouse, Inc.; second, Port-A-San Ltd.; and third, United Site Services of Texas, Inc.
3. Approve staff's ranking of vendors and award a two-year contract in an amount not to exceed \$400,000, for repairs to warehouse doors at Turning Basin Terminal, to the top-ranked proposer: staff ranking - first, Generocity Services, Inc.; and second, ABC Steel Products, Inc. dba ABC Doors.
4. Award a three-year contract to Applied Industrial Technologies, Inc. for the purchase of machinery components for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal in an amount not to exceed \$500,000.
5. Issue a purchase order to Mohawk Lifts, LLC for the purchase of one vehicle lift for Turning Basin Terminal, using the Houston-Galveston Area Council Cooperative Purchase Program, in an amount not to exceed \$95,000.
6. Award a three-year contract to ESL Power Services, Inc., the sole source provider, for the purchase and repair of reefer receptacles at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$300,000.
7. Award a one-year contract to Kalmar USA Inc, the sole source provider, for maintenance services for the Marine Terminal Position Detection Software System for Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$215,377.
8. Amend the professional services agreement with Liftech Consultants, Inc. to perform additional inspection services for construction of three dockside electric container cranes for Wharf No. 6 at Bayport Container Terminal in an amount not to exceed \$220,769.

**General**

9. Authorize an amendment to Tariff 14 Subrule 093 and Tariff 15 Subrule 095 regarding commencement of free time for export storage, import storage, and rail storage.
10. Authorize a (i) a fifteen year lease with (with four five years options) of 61.58 acres of land at the Jacintoport Terminal, with an additional 648,009 sq. ft. of warehouse space to Jacintoport International LLC, with an initial base rent of \$381,523.11 per month and providing for a rent abatement (in consideration for certain work performed by Tenant) in an amount not to exceed \$2,852,262, (ii) a Freight Handling Assignment Agreement to Jacintoport International LLC for the public wharf at the Jacintoport terminal for a term of fifteen years (with four options to extend for a term of five years each), and (iii) the demolition of the spiralveyors at the Jacintoport Terminal as the disposal of surplus property under the Texas Water Code.
11. Amend Port Authority Tariffs Nos. 14 and 15 covering Barbours Cut Terminal and Bayport Container Terminal, effective December 1, 2022 to implement a sustained import dwell fee and authorize an excessive import dwell fee.



## **L. PEOPLE**

---

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

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

1. Award a contract to Aetna Life Insurance Company for stop-loss insurance coverage for the calendar year 2023 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 \$1,766,591.
2. Authorize amendment of the agreement with PlanSource Benefits Administration, Inc. for employee and retiree benefits and payroll integration services for an additional one-year period in an amount not to exceed \$82,000.

## **M. SECURITY AND EMERGENCY OPERATIONS**

---

**Staff Report** – Selected agenda items – Marcus Woodring, Chief Port Security and Emergency Operations Officer

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

1. Award a contract to Ready2Go Restroom Trailer Sales, LLC for the purchase of two trailer-mounted portable guard booths with generators in an amount not to exceed \$70,000.
2. Issue a purchase order to Motorola Solutions for the purchase of land mobile radio equipment including radios, batteries, chargers, related hardware, and accessories for the Operations and Port Security and Emergency Operations Divisions, using the Houston-Galveston Area Council's cooperative purchase program, in an amount not to exceed \$400,000.
3. Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2022-2023) contribution in an amount not to exceed \$61,675.
4. Amend the existing contract with Oil Mop LLC dba OMI Environmental Solutions for hazardous materials incident response services in an amount not to exceed \$100,000.

## **N. TECHNOLOGY**

---

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

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

1. Approve staff's ranking of vendors and award contracts in a total amount not to exceed \$560,000 for purchase of information technology implementation services in support of the migration into SharePoint Online and Microsoft Teams (Next Generation Collaboration) to the top-ranked proposer: Items #1-3: DocPoint Solutions and Item #4: BKJ Global Management Consulting, LLC.

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

---

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Bayport Terminal vicinity properties
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)
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. CLOSING REMARKS BY CHAIRMAN AND COMMISSIONERS**

---

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

**R. ADJOURN MEETING**

---

1. Next Meeting Requested - November 18, 2022 - Friday Budget Meeting
2. Adjourn Port Commission Meeting