

January 24, 2020

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 Tuesday, January 28, 2020. 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, January 28, 2020
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. Budget Workshop Public Meeting- November 11, 2019
2. Port Commission Public Meeting - December 11, 2019

D. APPEARANCES

1. Jim Blackburn, Co-Director, Severe Storm Prediction, Education, & Evacuation from Disasters (SSPEED) Center at Rice University
2. Public Comment

E. STAFF REPORTS

1. Summary of selected financial and operational matters

F. EXECUTIVE

Staff Report – Selected agenda items – Roger Guenther, Executive Director

Awards, Amendments & Change Orders

1. Award a five-year contract, with an option to renew for an additional five years, for offsite storage of the Port Authority's business records to VeriTrust Corporation, in an amount not to exceed \$300,000.

General

2. Approve and adopt the proposed 2020 Strategic Plan.

G. COMMERCIAL

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

Leases

1. Authorize a second amendment to the lease agreement with Alltrans Port Services, LLC of approximately 4.23 acres out of Block 23C in Industrial Park East for an additional five years commencing no earlier than February 1, 2020 for the annual base rent of \$161,163 subject to an annual 3% increase.
2. Authorize the extended term of a month-to-month lease with Enterprise Terminaling Services, L.P. for approximately 30 acres out of Block 2 of the Beltway 8 Tract, commencing March 1, 2020.
3. Approve a lease agreement with Cooper/Ports America LLC, for approximately 1.62 acres out of Northside Turning Basin for a four-year term commencing January 1, 2020 at an annual rental of \$65,163.
4. Approve a lease agreement for a one-year term with Empire Stevedoring (Houston), Inc., for approximately 0.74 acres out of Block 1 in the Southside Wharves effective no earlier than February 1, 2020, at an annual rent of \$31,326.
5. Approve a lease agreement for a one-year term with Empire Stevedoring (Houston), Inc., for approximately 2.75 acres out of Block 11 in the Turning Basin Area (West) effective no earlier than February 1, 2020, at an annual rent of \$59,940.
6. Approve a five-year lease agreement with Port Terminal Railroad Association for approximately 0.46 acres at Clinton Drive and Dorsett Street, Houston, Texas effective no earlier than February 1, 2020 at an annual base rent of \$10,018, subject to an annual 3% increase.
7. Approve a subdivision re-plat issued by the City of Houston of an approximate 10.40-acre tract of land located at 9100 Mississippi St. for development of warehousing facilities by the Port Authority's tenant, Dixie Cullen Interests, Inc.

H. FINANCE

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

Awards, Amendments & Change Orders

1. Approve the purchase of insurance from various carriers effective March 1, 2020, for the Port Authority's primary and excess property and casualty insurance coverage needs, in a total amount not to exceed \$3,900,000.
2. Authorize \$2,000,000 to fund the Port Authority's self-insurance loss fund account for workers' compensation and liability claims for insurance year 2020-2021 and authorize its third-party claims administrator to pay claims in accordance with the Amended Insurance Program and Indemnification Policy dated February 2018.

General

3. Approve the audited financial statements for the Port Authority Restated Retirement Plan for the fiscal year ended July 31, 2019.

4. Approve new investment managers for the Port Authority Restated Retirement Plan (Pension Plan) and the Port Authority OPEB Plan.

I. 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 professional services contract in the amount not to exceed \$130,000 to perform construction material testing services in 2020 for small projects at all Port Authority facilities and locations to the top-ranked proposer: staff ranking – first, Raba Kistner; second, Professional Services, Inc.; and third, Aviles Engineering Corporation.
2. Award a construction contract to Resicom, Inc. for annual concrete replacement in 2020 at Turning Basin Terminal in an amount not to exceed \$800,000.
3. Award a construction contract to Forde Construction for annual pavement replacement in 2020 at Barbours Cut Terminal and Bayport Container Terminal in an amount not to exceed \$1,350,000.
4. Award a construction contract to Jerdon Enterprise, L.P. for entry gate driveway modifications at Bayport Container Terminal in an amount not to exceed \$222,223.
5. Award a professional services contract to Jacobs Engineering Group, Inc. for design and construction phase services for the construction of Wharf 6 at Bayport Container Terminal in an amount of \$1,698,630.
6. 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.
7. Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional services associated with the entry gate driveway modifications at Bayport Container Terminal in an amount not to exceed \$48,171.
8. Amend the professional services contract with CAVU International 1, LLC for continuous improvement, process execution checklists development, and operational excellence facilitation, in an additional amount not to exceed \$150,000.
9. Approve a change order with Fused Industries, LLC to perform additional work associated with the rail spur at Bayport Container Terminal in an amount not to exceed \$667,313.
10. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the rehabilitation of Wharf 3, construction of electrical infrastructure, and Lighter Aboard Ship (LASH) dock demolition at Barbours Cut Terminal in an amount not to exceed \$127,849.
11. Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the rehabilitation of Container Yard 1 North and Container Yard 2 North at Barbours Cut Terminal in an amount not to exceed \$100,909.

12. Approve a change order with Archer Western Construction, LLC for City of La Porte building permit fees associated with the expansion of gate facilities at Barbour's Cut Terminal in an amount not to exceed \$130,115.

13. Approve a change order to Matthews Brothers Dredging, Inc., for additional dredging at the Port Authority's Jacintoport and CARE Terminals in an amount not to exceed \$400,000 and to increase the contract duration by 90 days.

General

14. Authorize the Port Authority to negotiate and enter into an Interlocal Agreement among the Port Authority, City of Houston, and Harris County Flood Control District to facilitate effective collaboration on joint infrastructure projects as well as leveraging each other's capabilities.

15. Issue a letter of support to the Galveston Bay Estuary Program for its Galveston Bay Plan, 2nd Edition.

Permits/Licenses/Pipeline Easements

16. Approve the renewal of expiring Port Authority licenses for new ten-year terms: Air Products LLC, CenterPoint Energy Houston Electric, LLC, CenterPoint Energy Intrastate Pipelines, Inc., CenterPoint Energy Resources Corporation, Equistar Chemicals, LP, ExxonMobil Pipeline Company, Praxair, Inc., KM Liquids Terminals LLC, LBC Houston LP, NuStar Logistics, LP, Pasadena Refining Systems, Inc., Sekisui Specialty Chemicals America, LLC, Southwestern Bell Telephone Company, and TPC Group LLC.

17. Issue a seismic exploration permit to Seismic Acquisition Services, LLC for 3-D and 2-D seismic exploration of 806 acres and 2.4 miles in Scotts Bay and the Houston Ship Channel respectively.

18. Issue a pipeline license to Wink to Webster Pipeline LLC for a 36-inch crude oil pipeline under and across Goose Creek at two locations.

19. Issue a pipeline license to Wink to Webster Pipeline LLC for a 36-inch crude oil pipeline under and across Cedar Bayou.

20. Issue a distribution/transmission line license to Comcast of Houston LLC for one fiber optic line over and across the Southside Mainline Railroad right-of-way.

21. Issue a marine construction permit to San Jacinto College to construct a bulkhead with docking capabilities on the Bayport Ship Channel.

22. Amend an electrical transmission line license to CenterPoint Energy Houston Electric, LLC for a 100-foot extension of a 12-kV electrical transmission line over and across the Southside Mainline railroad right-of-way.

J. 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 two-year contract in an amount not to exceed \$450,000 for maintenance and repairs of elevators at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking – first, RICO Elevators, Inc.; second, Elevator Repair Service, Inc.; and third, EMR Elevator, Inc.
2. Award an annual contract to Power Line Solutions, Inc. for the purchase of electrical repair services to high-mast poles at Bayport Container Terminal in an amount not to exceed \$150,000.
3. Award a contract to Konecranes for purchase of Smart Port interface services, in an amount not to exceed \$270,950.
4. Issue a purchase order to Netsync Network Solutions, Inc. for purchase of fifty WIFI routers and antennae and ancillary equipment, using Texas Department of Information Resources cooperative purchase program, in an amount not to exceed \$205,000.

K. PEOPLE

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

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. Adopt the Incentive Awards Program Policy.

L. PORT SECURITY AND EMERGENCY OPERATIONS

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

Awards, Amendments & Change Orders

1. Enter into a two-year interlocal agreement with San Jacinto College to provide fireboat simulation training for the Fire Department in an amount not to exceed \$19,500.
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 Port Operations and Port Security and Emergency Operations Divisions, using the Houston-Galveston Area Council's cooperative purchase program, in an amount not to exceed \$140,000.
3. Issue a purchase order to SAFEWARE Inc. for purchase of a stand-by generator for Fire Station 1 at Turning Basin Terminal, using the U.S. Communities cooperative purchase program, in an amount not to exceed \$86,000.

M. TECHNOLOGY

Staff Report – Selected agenda items – Charles Thompson, Chief Information Officer

Awards, Amendments & Change Orders

1. Approve staff's ranking of vendors and award a contract in an amount not to exceed \$1,600,000 for Cisco SmartNet maintenance (hardware, software, and subscriptions) to the top-ranked proposer: staff ranking - first, Red River Technologies; second, Netsync Network Solutions.
2. Issue a purchase order to CDW Government LLC for purchase of miscellaneous computer parts and accessories, using the National Intergovernmental Purchasing Alliance, a cooperative purchase program, in an amount not to exceed \$100,000.
3. Issue a purchase order to SHI Government Solutions, Inc. for purchase of VMware annual software licensing and software support to the Port Authority's existing IT infrastructure, using Texas Department of Information Resources' cooperative purchase program, in an amount not to exceed \$125,000.

N. RECESS OPEN MEETING AND CONVENE EXECUTIVE SESSION

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act), including consultation regarding 33 U.S.C.A. §§5(b) and 2236, and (b) proposed agreements for legal services with Baker Botts L.L.P. and Littler Mendelson P.C.
2. Real Estate (Section 551.072, Texas Open Meeting Act), including disposition of Wah Chang, Banana Bend, Bayport Terminal, Pelican Island, and Beltway 8 and Barbours Cut 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

O. RECONVENE OPEN MEETING

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

P. ADJOURN MEETING

1. Next Meeting Requested - March 24, 2020
2. Adjourn Port Commission Meeting