

MEMORANDUM

Legal Division



Date: July 31, 2018

To:	Lisa Ashley Bruce Birdwell Chris Brown Maxine Buckles Rich Byrnes Trae Camble Yvette Camel-Smith Spencer Chambers Jeff Davis Curtis Duncan Ron Farrow Tim Finley Mark Griffin Roger Guenther Tom Heidt Leslie Herbst Roger Hoh Lindsay Hook Charlie Jenkins	Bruce Mann Ryan Mariacher John Moseley Gilda Ramirez Olga Rodriguez Mike Shaffner Jessica Shaver Alex Skinner-Klee Mark Smith Paulo Soares Randy Stiefel Stan Swigart RD Tanner Jessica Thomas Charles Thompson Mark Vincent Roger Walter Marcus Woodring Ramon Yi
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From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated July 31, 2018

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
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General

Chairman Longoria convened the meeting of the Port Commission and provided opening remarks

Minutes

2018-0731-01		Approve the Minutes of the June 26, 2018 Port Commission Meeting
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Port Commission Committee Updates

2018-0731-02		Chairman Longoria reported on the Audit Committee Meeting – July 26, 2018
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<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0731-03	\$250,000	Authorize funding to Grant Thornton, LLP for auditing services to be provided to the Port Authority for fiscal year 2018

Appearances

2018-0731-04(a)		Chairman Longoria introduced Al Maldonado, District Director, League of United Latin American Citizens (LULAC), who addressed the Port Commission
2018-0731-04(b)		Chairman Longoria introduced Ingrid Robinson, President, Houston Minority Supplier Development Council, who addressed the Port Commission
2018-0731-04(c)		Chairman Longoria introduced Yolanda Smith, Executive Director, National Association for the Advancement of Colored People (NAACP) – Houston Branch, who addressed the Port Commission
2018-0731-04(d)		Chairman Longoria asked if anyone would like to address the Port Commission; there was no response

Staff Reports

2018-0731-05		Roger Guenther, Executive Director, presented a summary of selected financial and operations matters
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G. Executive

2018-0731-06		Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies, effective July 31, 2018
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H. Commercial

2018-0731-07	\$65,000	Approve Port Authority sponsorship of the 2019 Retail Industry Leaders Association Logistics Conference
2018-0731-08	\$425,025	Approve a two-year and three month contract with Ben Line Singapore, Limited, for trade development activities on behalf of the Port Authority in Asia
2018-0731-09	\$120,000	Authorize the renewal of professional services contracts with CK Productions and David Bray Photography for an additional one-year each commencing October 1, 2018, to

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		provide professional photography and videography services in an amount not to exceed \$60,000 each
2018-0731-10	\$170,000	Authorize a one-year advertising and sponsorship agreement with JOC Group Inc.
2018-0731-11	\$100,000	Authorize a one-year advertising and sponsorship agreement with Breakbulk Events & Media
2018-0731-12	\$70,000	Authorize the Port Authority to contract with Levy Restaurants to provide customer event services at the 2018 Breakbulk Americas Conference Welcome Reception
2018-0731-13		Approve a Memorandum of Friendship and Trade Cooperation between the Port of Açu in Brazil and the Port Authority
2018-0731-14		Approve an amendment to the lease agreement with Watco Transloading, LLC at Industrial Park East increasing the leased premises by approximately 10 acres for a total of approximately 22.58 acres, at a total annual rental of \$812,880 subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index
2018-0731-15		Approve a third amendment to the lease agreement with Sesco Cement Corp. at the Southside Turning Basin increasing the leased premises by approximately 4.48 acres for a total of approximately 19 acres, at a total rental (once operational) of \$338,965 subject to the annual increase of the Consumer Price Index, not to exceed 4 percent
I. Finance		
2018-0731-16		Authorize advertisement and receipt of responses for fifteen formal procurements
2018-0731-16(a)		Request for competitive sealed bids for trash disposal and recycling services for the Turning Basin Terminal, Barbours Cut Terminal, Bayport Container Terminal, Woodhouse Terminal, and Turning Basin Terminal South for a three-year term
2018-0731-16(b)		Request for competitive sealed bids for a two-year contract for rental of heavy equipment for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0731-16(c)		Request for competitive sealed bids for the rehabilitation of the drainage system at Volkswagen Yard at Turning Basin Terminal
2018-0731-16(d)		Request for competitive sealed bids for perimeter security fence replacement at Barbours Cut Terminal
2018-0731-16(e)		Request for competitive sealed proposals to construct electrical and telecommunications infrastructure under Port Road and the ExxonMobil at Bayport Container Terminal
2018-0731-16(f)		Request for competitive sealed proposals to construct electrical and telecommunications infrastructure in Container Yards 4, 5, and 6 at Barbours Cut Terminal
2018-0731-16(g)		Request for competitive sealed proposals for electrical preventative maintenance services at Barbours Cut Terminal and Bayport Container Terminal
2018-0731-16(h)		Request for competitive sealed proposals for a two-year contract for structural inspection services for seventeen wharf cranes at Barbours Cut Terminal and Bayport Container Terminal
2018-0731-16(i)		Request for competitive sealed proposals for a two-year contract for occupational and safety inspection services for equipment at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0731-16(j)		Request for proposals for purchase of miscellaneous personal safety equipment for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0731-16(k)		Request for proposals for an environmental service provider to monitor the Port Authority's public water supply
2018-0731-16(l)		Request for proposals for the purchase of a TWIC/badge reader software application to be deployed at Port Houston truck gates
2018-0731-16(m)		Request for qualifications for a detailed assessment of the grain storage and transport system at Woodhouse Terminal
2018-0731-16(n)		Request for qualifications for building program

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		development and design for Maintenance and Administration buildings complex at Barbours Cut Terminal
2018-0731-16(o)		Request for qualification for design of Bayport Container Terminal Port Road expansion and drainage
2018-0731-17	\$88,380	Approve the purchase of annual software subscription and support services for Cognos budgeting and reporting software from Mark III Systems, Inc., using a State of Texas Department of Information Resources cooperative purchase contract
		Authorize funding to Grant Thornton, LLP for auditing services to be provided to the Port Authority for fiscal year 2018 (<i>see above – approved by Minute No. 2018-0731-03</i>)
J. Port Security and Emergency Operations		
2018-0731-18	\$150,000	Amend the existing professional services contract with Oil Mop LLC dba OMI Environmental Solutions for hazardous materials incident response services
K. Infrastructure		
2018-0731-19		Rescind the award and re-advertise for competitive sealed proposals for the renovation of the Executive Office Building at Turning Basin Terminal
2018-0731-20	\$87,850	Award a construction contract to Grant Mackay Demolition for the demolition of the former seafarers center building at Turning Basin Terminal
2018-0731-21	\$49,562,800	Approve staff's ranking of vendors and award a construction contract to construct Container Yard 7 at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, McCarthy Building Companies, Inc.; second, Webber, LLC; and third, Archer Western Construction, LLC
		Port Commission adopted the staff-recommended ranking and authorized award
2018-0731-22	\$571,835	Amend the professional services contract with RPS Klotz Associates, Inc. to perform construction phase services for Container Yard 7 at Bayport Container Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0731-23	\$734,126	Approve staff's ranking of vendors and award a professional services contract to conduct structural analysis of eleven Turning Basin Terminal wharf structures to the top-ranked proposers: staff ranking – first, CH2M Hill Engineers, Inc.; second, Atkins North America; and third, Moffat & Nichol Port Commission adopted the staff-recommended ranking and authorized award
2018-0731-24		Enter into a U.S. Coast Guard Marine Industry Training Agreement permitting LT Sarah Rousseau to be assigned to the Port Authority for a two-week training detail
2018-0731-25		Issue a pipeline license to CenterPoint Energy Houston Electric, LLC for one 10-inch natural gas pipeline under and across Greens Bayou in Houston
2018-0731-26		Approve the renewal of an expiring Port Authority license for a new ten-year term: HSC Pipeline Partnership, LLC
2018-0731-27		Issue a pipeline license to Lyondell Chemical Company for one 6-inch ethanol/methanol pipeline and one 10-inch ETBE/MTBE pipeline under and across the Small Boat Channel in Harris County
2018-0731-28		Issue a pipeline license to Jacob Stern & Sons, Inc. for two 6-inch tallow pipelines, two 8-inch spare pipelines, one 12-inch molasses pipeline, and a pipe rack across the Turning Basin Area – West in Houston
2018-0731-29		Issue a license to Kinder Morgan Texas Pipeline LLC for a 0.044-acre surface site on the Beltway 8 property in Houston
2018-0731-30		Amend a pipeline license to MVP Terminalling LLC to modify the diameter to 20 inches and move the location of a proposed pipeline further downstream across the Houston Ship Channel in Pasadena
2018-0731-31		Amend a pipeline license to INEOS Chocolate Bayou Pipeline LLC to add a 0.188-acre surface site within Southside Mainline railroad right-of-way in La Porte
2018-0731-32		Assign a license from INEOS USA LLC to INEOS Chocolate Bayou Pipeline LLC for one 14-inch pipeline across various Port Authority properties

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L. Operations		
2018-0731-33	\$1,500,000	Award a three-year contract to Anixter, Inc. for purchase of miscellaneous electrical cables for wharf and RTG cranes at Barbours Cut Terminal and Bayport Container Terminal
2018-0731-34	\$1,000,000	Approve staff's ranking of vendors and award a two-year contract for repair of motors, generators, and alternators for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal to the top-ranked proposer: staff ranking – first, Northstar Industries; and second, Marine Tekno Services, LLC Port Commission adopted the staff-recommended ranking and authorized award
2018-0731-35	\$285,000	Approve staff's ranking of vendors and award a contract for replacement of forestays on Cemco wharf crane at Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, Industrial & Crane Services, Inc.; and second, ZPMC USA, Inc. Port Commission adopted the staff-recommended ranking and authorized award
2018-0731-36	\$250,000	Approve staff's ranking of vendors and award a one-year contract for spotting of vessels at all Port Authority facilities to the top-ranked proposer: staff ranking – first, Texas Mooring, LLC; and second, Marine Tekno Services, LLC; and to authorize re-advertisement for additional awards for contracts for spotting of vessels Port Commission adopted the staff-recommended ranking and authorized award, and authorized re-advertisement
2018-0731-37	\$88,000	Issue a purchase order to Automated Logic Contracting Services, Inc. for maintenance and support of building automation systems at Bayport Container Terminal for a three-year period, using Harris County Department of Education's Choice Partners, a cooperative purchase program
2018-0731-38	\$160,000	Issue a purchase order to Altec Industries, Inc. for the purchase of an articulating bucket truck, using the National Joint Powers Alliance, a cooperative purchase program

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2018-0731-39		Amend the services agreement with ITS Technologies & Logistics, LLC f/k/a In-Terminal Services Corporation for a one-year extension to provide for Operation of the Port Authority's Intermodal Rail Ramp at Barbours Cut Terminal at no cost to the Port Authority
2018-0731-40		Enter into a Marine Terminal Services Agreement with CMA CGM S.A.
		M. People (no items)
		N. Technology
2018-0731-41	\$242,618	Approve staff's ranking of vendors and award a contract for continued improvement solutions JD Edwards Configurable Network Computing to the top-ranked proposer: staff ranking - first, Cyret Technologies, Inc.; second, Denovo Ventures, LLC; and third, Smartbridge, LLC Port Commission adopted the staff-recommended ranking and authorized award
2018-0731-42	\$230,000	Issue a purchase order to CDW Government, LLC for purchase of a one-year renewal of NetApp (data storage) hardware and software maintenance, using Texas Department of Information Resources Cooperative Purchase Program
2018-0731-43	\$75,000	Award a purchase order to Solid Border, Inc. for a one-year renewal of Palo Alto (firewall) hardware and software maintenance, using the State of Texas Department of Information Resources Cooperative Purchase Program
2018-0731-44	\$55,000	Award a purchase order to SHI Government Solutions, Inc. for annual renewal of Mimecast email management software maintenance and support, using Local Government Purchasing Cooperative's BuyBoard
2018-0731-45	\$265,000	Award a contract to ECS Federal, LLC for purchase of information technology implementation services in support of the migration from Microsoft SharePoint 2010 and supporting functionality to Microsoft SharePoint 2016 using the United States General Services Administration, an agency of the United States

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		O. Recess Open Meeting and Convene Executive Session
		P. Reconvene Open Meeting
2018-0731-46		Motion to authorize the Port Authority to amend the lease with Ridge POH I, LLC on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0731-47		Motion to authorize the Port Authority to pay amounts to Interface Consulting International, Inc. for consulting services on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0731-48		Motion to authorize the Port Authority to amend its agreement for legal services with Amy Loeserman Klein on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0731-49		Motion to authorize terms of the Port Authority's acquisition of a real property interest in a fifteen foot-wide utility easement encumbering Port Authority land known as the Ballard Wah Change property, by purchase or exercise of eminent domain, to allow it to be more fully used in the public interest by the Port Authority, as discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0731-50		Motion to authorize terms of the Port Authority's acquisition of fee simple interests in three tracts (approximately 3.78, 3.70, and 8.88 acres), by purchase or exercise of eminent domain, in connection with development and operation of Bayport Terminal facilities and other port-related activities, as discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing

Q. Adjourn Meeting

NEXT REGULAR MEETING REQUESTED

September 25, 2018

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