

**MEMORANDUM**

Legal Division



Date: June 27, 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  
Ricky Kunz

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

From: Thomas G. Schroeter

Subject: Minute Numbers/Port Commission Meeting, dated June 26, 2018

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Minute No.                      Amount                      Event/Action

**General**

Commissioner Kennedy convened the meeting of the Port Commission and provided opening remarks

**Minutes**

2018-0626-01                      Approve the Minutes of the May 17, 2018 Port Commission Meeting

**Appearances**

2018-0626-02                      Chairman Kennedy asked if anyone would like to address the Port Commission; there was no response

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
<b>Staff Reports</b>		
2018-0626-03		Roger Guenther, Executive Director, presented a summary of selected financial and operations matters
		<b>G. Executive (no items)</b>
		<b>H. Commercial</b>
2018-0626-04	\$103,500	Award a professional services contract to John C. Martin Associates, LLC for the development of an economic impact study for the Port Authority
2018-0626-05		Approve a three-year lease agreement with Covey Transport, Inc. for approximately 3.66 acres in the Northside Turning Basin Terminal effective no earlier than July 1, 2018 at an annual rental of \$75,190, with an annual increase of the greater of 3% or the increase in the Consumer Price Index
2018-0626-06		Approve a one-year lease agreement with Hansen-Mueller Company for an approximately 17.03 acre site including Houston Public Grain Elevator No. 1 at the Northside Turning Basin, effective no earlier than July 1, 2018 at an annual rental of \$536,337
2018-0626-07		Amend the lease agreement with Houston Terminal LLC effective August 1, 2018 for approximately 575 square feet in the Stevedore Support Building #2 at Bayport Container Terminal, for a two-year and one-month term at an annual rental of \$17,275 subject to an annual increase of 3%
		<b>I. Finance</b>
2018-0626-08		Authorize advertisement and receipt of responses for seven formal procurements
2018-0626-08(a)		Request for competitive sealed bids for the purchase of replacement spare parts for Ottawa Yard Tractors at Barbours Cut Terminal and Bayport Container Terminal
2018-0626-08(b)		Request for competitive sealed bids for the purchase of electrical repair service to high mast poles at Bayport Container Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0626-08(c)		Request for competitive sealed bids for potable water and sewer systems replacement at Woodhouse Terminal
2018-0626-08(d)		Request for competitive sealed bids for the purchase of materials, contract services, and equipment rentals to resurface laydown area for NYK Line at Barbours Cut Terminal to support heavy cargo loads
2018-0626-08(e)		Request for competitive sealed bids for the purchase of a terminal bus for Bayport Container Terminal
2018-0626-08(f)		Request for competitive sealed proposals for repair services to rail tracks at Turning Basin Terminal
2018-0626-08(g)		Request for proposals for the purchase of BATS (Broadband Antenna Tracking System) and installation at Turning Basin Terminal

**J. Port Security and Emergency Operations (no items)**

**K. Infrastructure**

2018-0626-09	\$4,835,052	<p>Approve staff's ranking of vendors and award a construction contract for the renovation of the Executive Office Building at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Turner Construction Company; second, Gadberry Construction Company, Inc.; third, Christensen Building Group, LLC; and fourth, Gonzalez Group, LP</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0626-10	\$53,250	<p>Approve staff's ranking of vendors and award a professional services contract for sediment sampling services at Bayport Container Terminal and Barbours Cut Terminal to the top-ranked proposer: staff ranking - first, Benchmark Ecological Services, Inc.; second, Chris Ransome &amp; Associates, Inc. dba CRA, Inc.; and third, Terracon Consultants, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0626-11	\$5,876,800	Approve staff's ranking of vendors and award a construction contract for partial demolition of the former Lighter Aboard

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		Ship (Lash) Dock at Barbours Cut Terminal, to the top-ranked proposer: staff ranking - first, Shoreline Foundation, Inc.; second, GSD Trading USA, Inc.; and third, Taylor Marine Construction
		Port Commission adopted the staff-recommended ranking and authorized award
2018-0626-12	\$56,980	Rescind the prior award, and award a construction contract to Convergent Technologies, LLC for the 12.47 kV electrical switchyard security at Barbours Cut Terminal, using the National Joint Powers Alliance, a cooperative purchase program
2018-0626-13	\$110,734	Rescind the prior award, and award a construction contract to Electra Link Inc. for Wharf 3 telecommunications pre-outage facilities at Barbours Cut Terminal, using the Texas Department of Information Resources, a cooperative purchase program
2018-0626-14	\$41,168	Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform additional services for Port Road parcel supplemental site detention analysis at Bayport Container Terminal
2018-0626-15	\$5,440	Amend the professional services contract with Dannenbaum Engineering Corporation to perform additional services for the Wharf 11, 12, and 13 repair design
2018-0626-16		Approve the renewal of an expiring Port Authority license for a new ten-year term: CenterPoint Energy Houston Electric, LLC
2018-0626-17		Issue a pipeline license to CenterPoint Energy Intrastate Pipelines, LLC for one 8-inch natural gas pipeline under and across the Port Authority's Beltway 8 property in Houston
2018-0626-18		Approve the renewal of an expiring Port Authority license for a new ten-year term: Enterprise TE Products Pipeline Company LLC
2018-0626-19		Issue a distribution/transmission line license to Comcast Cable Communications Management, LLC for one fiber optic line across Barbours Cut Terminal property in La Porte

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0626-20		Issue a distribution/transmission line license to AT&T for one fiber optic line and two copper cables across Southside Mainline railroad right-of-way in Pasadena
2018-0626-21		Issue a pipeline license to MVP Terminalling LLC for one 36-inch refined petroleum products pipeline under and across Pasadena Cut-Off and Southside Mainline railroad right-of-ways in Pasadena
2018-0626-22		Issue a pipeline license to Huntsman International, LLC for numerous pipelines and distribution/transmission lines over and across Manchester Wharves property in Houston
2018-0626-23		Amend a pipeline license to INEOS Chocolate Bayou Pipeline LLC to add an 8-inch ethylene pipeline under and across Southside Mainline railroad right-of-way in La Porte
<b>L. Operations</b>		
2018-0626-24		RCA LI failed
2018-0626-25	\$300,000	Approve staff's ranking of vendors and award a two-year contract for warehouse door repair services at Turning Basin Terminal to the top-ranked proposer: staff ranking - first, Johnson Equipment Company; second, Vortex Colorado, Inc.  Port Commission adopted the staff-recommended ranking and authorized award
2018-0626-26	\$379,500	Award a contract for the purchase of one 55,000 lb. capacity Kalmar forklift for Bayport Container Terminal to Darr Equipment Company
2018-0626-27	\$2,388,600	Award a contract to Industrial & Crane Services, Inc. for replacement of short trolley rails and Gantrex pads on six wharf cranes at Bayport Container Terminal
2018-0626-28	\$300,000	Award a two-year contract to Home Depot U.S.A., Inc. for the purchase of miscellaneous hardware and construction supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the U.S. Communities Government Purchasing Alliance

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2018-0626-29	\$300,000	Award a two-year contract to EVCO Partners, LP dba Burgoon Company for the purchase of miscellaneous shop supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Texas Comptroller of Public Accounts, Texas Multiple Award Schedule
2018-0626-30	\$150,000	Award a two-year contract to Carrier Enterprise, LLC for the purchase of spare and replacement parts for Carrier heating, ventilation, and air conditioning units at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the Local Government Purchasing Cooperative's Buyboard Program
2018-0626-31	\$84,000	Issue a purchase order to Motorola Solutions for the purchase of handheld radios, base stations and related hardware for Bayport Container Terminal, using the Houston-Galveston Area Council Cooperative Purchasing Program
2018-0626-32	\$1,100,000	Issue a purchase order to Graybar Electric Company, Inc. for the purchase of LED lighting for Barbours Cut Terminal and Bayport Container Terminal, using the U.S. Communities Government Purchasing Alliance

**M. People**

2018-0626-33	\$200,000	Enter into one-year contracts for the Port Houston Academy leadership development program with: (a) Global Business Management Consultants for project leadership training; (b) Articulus, LLC for executive communications training; (c) Miller Heiman Group, Inc. for stakeholder relationship management training; and (d) Center for Strategy Implementation, Ltd. for business and financial acumen training
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**N. Technology (no items)**

**O. Recess Open Meeting and Convene Executive Session**

**P. Reconvene Open Meeting**

2018-0626-34		Motion to authorize the Port Authority to amend its lease with Frontier Logistics, L.P. dated January 1, 2015 of
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<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		property in La Porte, Texas (as previously amended), on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0626-35		Motion to authorize the Port Authority to settle the claims of CYMI Industrial, Inc. on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
2018-0626-36		Motion to authorize the Port Authority to settle its claims against the M/V BARENTS (formally known as the M/V BBC SWEDEN) on the terms 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

July 31, 2018

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