

**MEMORANDUM**

Legal Division



Date: October 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

From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated October 30, 2018

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Minute No.                      Amount                      Event/Action

**General**

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

**Minutes**

2018-1030-01                      Approve the Minutes of the September 25, 2018 Port Commission Meeting

**Port Commission Committee Updates**

2018-1030-02(a)                      Commissioner Kennedy reported on the Procurement and Small Business Development Task Force Meeting - October 22, 2018

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-1030-02(b)		Commissioner Fitzgerald reported on the Audit Committee Meeting - October 23, 2018
<b>Appearances</b>		
2018-1030-03		Chairman Longoria asked if anyone would like to address the Port Commission; there was no response
<b>Staff Reports</b>		
2018-1030-04		Roger Guenther, Executive Director, presented a summary of selected financial and operations matters
<b>G. Executive (no items)</b>		
<b>H. Commercial</b>		
2018-1030-05	\$60,000	Approve a membership for 2019 in the Greater Houston Partnership at the Managing Partner level with associated membership fees
2018-1030-06	\$222,500	Enter into a two-year contract with IHS Global Inc. for access to the Journal of Commerce Port Import/Export Reporting Service 2019 and 2020 databases and optional industry reports
2018-1030-07		Amend the lease agreement with Maersk Agency U.S.A., Inc. effective December 1, 2018 for approximately 250 square feet in Stevedore Support Building #2 at Bayport Container Terminal, for an additional three-year term at an annual rental of \$7,736 subject to an annual increase of 3%
2018-1030-08		Amend the lease agreement with R. Warehousing & Port Services, Inc. at Industrial Park East of 0.50 acres and an approximately 86,000 square foot building, for an additional five years, with an annual abatement of rent in the amount of \$37,165.65 resulting in an annual net rental of \$262,834, subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index
2018-1030-09		Consent to amendment of the sublease agreement between Contanda Greens Bayou Terminal LLC (f/k/a Contanda Wah Chang Terminal LLC) as sublessor and R. Warehousing & Port Services, Inc. as sublessee, effective

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		November 1, 2018, for approximately 10.6 acres out of Block 4 at the Bulk Materials Handling Plant
2018-1030-10		Cancel an existing lease agreement and approve a new five-year lease agreement with Gulf Winds International, Inc. for approximately 8.40 acres on the south side of Port Road, adjacent to Old Highway 146 at the Bayport Container Terminal, effective no earlier than November 1, 2018, at an annual rental of \$360,867 with an annual 3% increase
		<b>I. Finance</b>
2018-1030-11		Authorize advertisement and receipt of responses for eleven formal procurements
2018-1030-11(a)		Request for competitive sealed bids for the maintenance contract for annual concrete, pavement, drainage, and dust control at Industrial Park East
2018-1030-11(b)		Request for competitive sealed bids for a two-year contract for purchase of replacement parts and air conditioning equipment for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-1030-11(c)		Request for competitive sealed bids for a three-year contract for purchase of machinery components at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-1030-11(d)		Request for competitive sealed bids for purchase of repair services for radiators, air, and fuel coolers for RTG cranes at Barbours Cut Terminal and Bayport Container Terminal
2018-1030-11(e)		Request for competitive sealed bids for crane rental services for maintenance of equipment and facilities at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-1030-11(f)		Request for competitive sealed bids for purchase of parts and repair services for truck scales at Barbours Cut Terminal and Bayport Container Terminal
2018-1030-11(g)		Request for competitive sealed proposals for 138kV substation security at Bayport Container Terminal

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2018-1030-11(h)		Request for proposals for graphic design and related creative services
2018-1030-11(i)		Request for proposals for cleaning services for the Executive Building, Port Coordination Center, Sam Houston Pavilion, and nine gate houses at Turning Basin Terminal
2018-1030-11(j)		Request for proposals for purchase of up to six empty container handling machines for Barbours Cut Terminal
2018-1030-11(k)		Request for proposals for purchase of one loaded container handling machine for Bayport Container Terminal
2018-1030-12		Reject and re-advertise a request for proposals and receive responses for the purchase of miscellaneous safety equipment for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-1030-13		Appoint a designated officer in accordance with Section 60.271, Texas Water Code, and Chapter 105, Texas Local Government Code, and authorize the designated officer to advertise and receive proposals for depository and other banking services on behalf of the Port Authority
2018-1030-14		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
<b>J. Infrastructure</b>		
2018-1030-15		Reject all qualification submittals received for professional services to support master planning studies and investigations of market and industry trends for general cargo facilities
2018-1030-16		Rescind the award and re-advertise for competitive sealed proposals for the demolition of the Lighter Aboard Ship Vessel Dock at Barbours Cut Terminal, together with the rehabilitation of Wharf 3 and the construction of electrical and communications infrastructure at Container Yards 4, 5, and 6 at Barbours Cut Terminal
2018-1030-17	\$500,000	Approve staff's ranking of vendors and award a contract for a market demand study and business case analysis for

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		reduction of emissions through intermodal opportunities and incentives, to the top-ranked proposers: staff ranking – first, AECOM Technical Services, Inc.; second, HDR Engineering, Inc.; and third, Hatch Associates Consultants, Inc.
		Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-18	\$150,000	Approve staff’s ranking of vendors and award a professional services contract to perform construction material testing services during the construction of the rail spur at Bayport Container Terminal to the top-ranked proposer – first, Terracon Consultants, Inc.; second, HVJ Associates; and third, Braun Intertec
		Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-19	\$433,128	Approve staff’s ranking of vendors and award a professional services contract to perform a detailed assessment of the grain storage elevator and transport facility at Woodhouse Terminal to the top-ranked proposers: staff ranking – first, Wiss, Janney, Elstner Associates, Inc.; second, CTL Group; and third, Smith Monroe Gray Engineers, Inc.
		Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-20	\$1,381,906	Award a construction contract to Thyssen-Laughlin, Inc. for the replacement of water and sewer lines at Woodhouse Terminal
2018-1030-21	\$1,698,554	Award a construction contract to Forde Construction Company, Inc. for the rehabilitation of the transit shed floor at Wharf No. 46 at Turning Basin Terminal
2018-1030-22	\$477,777	Award a construction contract to Structural Preservation Systems, LLC to repair Wharf Nos. 11 and 12 at Turning Basin Terminal (Damage Claim 1170)
2018-1030-23	\$176,625	Award a contract to Southern Crushed Concrete, LLC, for the purchase of crushed concrete to resurface laydown area at Barbours Cut Terminal

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2018-1030-24	\$96,000	Award a two-year environmental services agreement to Miggins Interests LLC DBA Hydro Tech Utilities for public water supply operations
2018-1030-25		Amend an agreement with McCarthy Building Companies, Inc. for the acceptance of up to 500,000 cubic yards of fill material
2018-1030-26		Grant an amended and restated Sanitary Control Easement to the Galena Park Independent School District, as required by the Texas Commission on Environmental Quality
2018-1030-27		Issue a distribution/transmission line license to CenterPoint Energy Houston Electric, LLC for a fiber optic line under and across Southside Mainline railroad right-of-way
2018-1030-28		Issue a distribution/transmission line license to CenterPoint Energy Houston Electric, LLC for two 138kV transmission lines over and across the San Jacinto River
2018-1030-29		Approve the renewal of expiring Port Authority licenses for new ten-year terms: Lone Star NGL Mont Belvieu LP, Kinder Morgan Texas Pipeline, LLC, Targa Downstream LLC, and Williams Purity Pipelines, LLC
2018-1030-30		Issue a license to Sesco Cement Corporation for a conveyor across Wharf 4 and a rail across Wharf 3 on Turning Basin Area – West property
2018-1030-31		Issue a pipeline license to Praxair, Inc. for one 16-inch oxygen pipeline, one 16-inch nitrogen pipeline, and one 20-foot by 50-foot valve site under and across Bayport Terminal property
2018-1030-32		Issue a pipeline license to Contanda Terminals LLC for one 8-inch pipeline across Manchester Wharves 2 and 3
2018-1030-33		Issue a marine construction permit to Eco Services Operations Corp. for existing facilities and repair of a bulkhead and installation of a piling adjacent to Buffalo Bayou
2018-1030-34		Amend and renew a pipeline license to Williams Olefins Feedstock Pipelines, LLC for one 4-inch ammonia pipeline,

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		one 18-inch hydrogen chloride pipeline, and a coupon test station on various Port Authority properties
2018-1030-35		Amend a pipeline license to Contanda Terminals LLC to add one 8-inch pipeline across Manchester Wharf 3
2018-1030-36		Amend a pipeline license to FLST dba Lavaca LST Pipeline LLC to add one 16-inch ethane gas pipeline across Cedar Bayou
<b>K. Operations</b>		
2018-1030-37	\$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, Houston Mooring Company, Inc.; and second, Marine Tekno Services, LLC  Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-38	\$16,826,594	Approve staff's ranking of vendors and award a contract for the purchase of eight diesel electric container yard cranes for Barbours Cut Terminal to the top-ranked proposer: staff ranking - first, Konecranes Finland Corporation; second, Kalmar USA, Inc.; and third, Shanghai Zhenhua Heavy Industries Co., Ltd.  Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-39	\$328,400	Approve staff's ranking of vendors and award a five-year contract for Transportation Workers Identification Card reader and software application services, to include maintenance and support, to the top-ranked proposer: staff ranking – first, idSoftware Identification Management Systems, LLC; second, Port Solutions Integrators; and third, Smart-Tecs, LLC  Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-40	\$750,000	Approve staff's ranking of vendors and award a two-year contract for railroad repair services at Turning Basin Terminal to the top-ranked proposer: staff ranking - first,

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		RailWorks Track Systems, Inc.; second, AmeriTrac Railroad Services/TGS; and third, George Hedge Contractors, Inc.
		Port Commission adopted the staff-recommended ranking and authorized award
2018-1030-41	\$350,000	Award a two-year contract to Herc Rentals, Inc. for rental of heavy equipment for Turning Basin Terminal, Barbours Cut Terminal, and Bayport Container Terminal
2018-1030-42	\$1,994,492	Award a contract to Waste Corporation of Texas, Inc. to provide trash disposal and recycling services for the Turning Basin Terminal, Barbours Cut Terminal, Bayport Container Terminal, Turning Basin Terminal South, and Fireboat Barracks for a three-year term beginning December 1, 2018
2018-1030-43	\$52,000	Award a one-year contract to AssetWorks, LLC, the sole source provider, for software maintenance, support, and an extended hardware warranty for the Fleet Focus M5 Enterprise Asset Management System, and Fuel Focus software
<b>L. People</b>		
2018-1030-44	\$1,449,846	Approve the purchase of insurance from Aetna Life Insurance Company to provide stop loss coverage for calendar year 2019 for the Port Authority's self-funded group medical plan for active employees, retirees who are not Medicare-eligible, and dependents
<b>M. Port Security and Emergency Operations</b>		
2018-1030-45	\$635,942	Award a shipyard maintenance services contract for six Port Authority vessels to National Cotton, Inc. dba Pier 77 Marine Service, for a two-year period beginning November 1, 2018
2018-1030-46	\$42,900	Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2018-2019) contribution



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		<b>N. Technology</b>
2018-1030-47	\$70,000	Issue a purchase order to Securitas Electronic Security, Inc. for purchase of video management system software maintenance, using National Intergovernmental Purchasing Alliance, through The Cooperative Purchasing Network, a cooperative purchase program
		<b>O. Recess Open Meeting and Convene Executive Session</b>
		<b>P. Reconvene Open Meeting</b>
2018-1030-48		Motion to authorize the terms of the Port Authority's acquisition of easements or fee simple interests in eleven tracts directly adjacent to the existing Union Pacific Rail Road corridor between Highway 225 and Red Bluff Road by purchase or exercise of eminent domain, to permit the properties to be publicly used by the Port Authority for public port-related development and operations, as discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
		<b>Q. Commercial</b>
2018-1030-49		Adopt a resolution authorizing the Port Authority to acquire, through exercise of the power of eminent domain, fee and/or easement interests in eleven tracts of land directly adjacent to the existing Union Pacific Rail Road corridor between Highway 225 and Red Bluff Road, to permit the properties to be publicly used by the Port Authority for public port-related development and operations
		<b>R. Adjourn Meeting</b>

NEXT MEETING REQUESTED

November 13, 2018

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