

MEMORANDUM

Legal Division



Date: September 25, 2018

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

From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated September 25, 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

2018-0925-01	Approve the Minutes of the June 26, 2018 and July 31, 2018 Port Commission Meetings and the July 31, 2018 Special Port Commission Meeting
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Port Commission Committee Updates

2018-0925-02	Commissioner Fitzgerald reported on the Pension and Benefits Committee Meeting – September 18, 2018
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<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0925-03	\$902,944	Authorize renewal of the agreement with Aetna Life Insurance Company for group Medicare Advantage medical insurance for the Port Authority's Medicare-eligible retirees and dependents to include coverage for calendar year 2019
2018-0925-04	\$136,541.28	Authorize amendment of the agreement with Aetna Life Insurance Company to provide professional third-party administration services for the Port Authority's group medical self-funded insurance program for active employees, retirees who are not Medicare-eligible, and dependents, for calendar year 2019
2018-0925-05	\$1,206,758	Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2019: (a) Aetna Life Insurance Company, for dental coverage; (b) Ameritas Life Insurance Corp., for vision coverage; (c) Minnesota Life Insurance Company, for basic life coverage; (d) Minnesota Life Insurance Company, for voluntary life coverage; (e) Minnesota Life Insurance Company, for accidental death and dismemberment coverage; and (f) Aetna Life Insurance Company, for long term disability coverage

Appearances

2018-0925-06(a)	Chairman Longoria recognized Cyndy Garza-Roberts, Director of Community Impact, Comcast, who addressed the Port Commission
2018-0925-06(b)	Chairman Longoria asked if anyone would like to address the Port Commission; there was no response

Staff Reports

2018-0925-07	Roger Guenther, Executive Director, presented a summary of selected financial and operations matters
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G. Executive

2018-0925-08	\$82,434	Renew the Port Authority's corporate membership in the American Association of Port Authorities, authorize the Executive Director and the Chief Operating Officer, as alternate, to represent the Port Authority at the annual
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<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		American Association of Port Authorities conferences, and pay fiscal 2018-2019 dues
		H. Commercial
2018-0925-09	\$281,250	Approve a two-year and three-month contract with Flensburg and Associates GmbH for trade development activities on behalf of the Port Authority in Europe, the Mediterranean, and selected countries in Africa and the Middle East
2018-0925-10	\$20,000	Approve an Agreement for Permit for Use and Occupancy of Public Street Right-of-Way with the City of Houston for five existing crossings under City of Houston street rights-of-way to accommodate dredge pipelines for a thirty-year period
2018-0925-11		Approve a ten-year lease agreement with the United States Department of Agriculture for approximately 1,345 square feet of office space within the old Gate Services Building at the Bayport Container Terminal effective no earlier than November 1, 2018, at an annual rental of \$33,624 subject to an annual increase of 3%
2018-0925-12		Approve a lease agreement with American Maritime Services of N.J., Inc. dba Integrated Industries Corp., for approximately 6.21 acres of improved property and an approximately .243 acre non-exclusive access road at Barbours Cut Terminal, effective no earlier than October 1, 2018, for a three-year term, with an additional five year extension upon mutual agreement, at an annual rental of \$266,023, subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index
2018-0925-13		Approve an access license agreement with the Harris County Toll Road Authority for approximately 1.84 acres at the Beltway 8 property, effective no earlier than October 1, 2018, for a ten-year term
2018-0925-14		Ratify a month-to-month lease with Apollo Environmental Strategies, Inc. for approximately one acre out of Block 7 at Spilman Island commencing November 1, 2018
2018-0925-15		Ratify a month-to-month lease with Scohil Construction Services, LLC for approximately 2.2 acres out of Block 19

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		of Harrisburg, Harris County, Texas, Lots 1 thru 12 and 13 thru 24, commencing October 1, 2018
		I. Finance
2018-0925-16		Authorize advertisement and receipt of responses for nineteen formal procurements
2018-0925-16(a)		Request for competitive sealed bids for a two-year contract for purchase of traffic paint for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-16(b)		Request for competitive sealed bids utilizing job orders for the annual concrete replacement at Turning Basin Terminal in 2019
2018-0925-16(c)		Request for competitive sealed bids utilizing job orders for the annual pavement replacement at Barbours Cut and Bayport Container Terminals in 2019
2018-0925-16(d)		Request for competitive sealed bids for the annual fender system maintenance at Barbours Cut Terminal and Bayport Container Terminal in 2019
2018-0925-16(e)		Request for competitive sealed bids for a two-year contract for purchase of unleaded gasoline and ultra-low sulfur diesel fuel for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-16(f)		Request for competitive sealed proposals for the rehabilitation of Container Yard 1 North and Container Yard 2 North at Barbours Cut Terminal
2018-0925-16(g)		Request for competitive sealed proposals for the relocation of communications infrastructure along Peninsula Boulevard at Jacintoport Terminal
2018-0925-16(h)		Request for competitive sealed proposals utilizing job orders for the annual wharf crane and rubber tire gantry crane painting at Barbours Cut and Bayport Container Terminals in 2019
2018-0925-16(i)		Request for competitive sealed proposals to remodel the gate services building for the U.S. Department of Agriculture at Bayport Container Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0925-16(j)		Request for competitive sealed proposals for gate interchange tickets for Barbours Cut Terminal and Bayport Container Terminal
2018-0925-16(k)		Request for competitive sealed proposals for West Clinton placement area ditching
2018-0925-16(l)		Request for competitive sealed proposals for an automated electronic accounts payable processing solution
2018-0925-16(m)		Request for proposals for Port Authority's Property and Casualty insurance program, including workers' compensation, marine, property, terrorism, equipment, liability (general, auto, public officials, and environmental), business interruption, and such other policies deemed necessary or advisable
2018-0925-16(n)		Request for proposals for temporary employment firms to supply up to six contract employees to assist in the migration of archived engineering data into the central records system
2018-0925-16(o)		Request for proposals for security cameras, and video management software and analytics
2018-0925-16(p)		Request for qualifications for the development of a Corrosion Management Program including a Facility Inspection and Conditioning Assessment Program manual and field data collection
2018-0925-14(q)		Request for qualifications for the development of an Electrical and Communications Program including a Facility Inspection and Conditioning Assessment Program manual and field data collection
2018-0925-16(r)		Request for qualifications for the design for the rehabilitation of Wharves 4 and 5 at Bayport Container Terminal
2018-0925-16(s)		Request for qualifications to perform construction material testing services during the rehabilitation of Container Yard 1 North and Container Yard 2 North at Barbours Cut Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0925-17		Authorize the Port Authority to enter into a Master Intergovernmental Cooperative Purchasing Agreement with the National Intergovernmental Purchasing Alliance Company to join its cooperative purchasing program
2018-0925-18		Adopt an amended investment policy for the Port Authority Restated Retirement Plan
2018-0925-19		Adopt an amended investment policy for the Port Authority's irrevocable trust established for other post-employment benefits
2018-0925-20		Approve changes to the Port Authority's Deferred Compensation 457(b) Plan and Defined Contribution 401(a) Plan, including amendments to the current agreements with Nationwide Retirement Solutions, Inc. and its affiliates, and delegating authority to staff to implement a new investment menu for the plans

J. Port Security and Emergency Operations

2018-0925-21	\$96,000	Rescind the prior award to BEARCOM Wireless, and award the purchase and installation of a Broadband Antenna Tracking System to Comprehensive Communication Services, using the Texas Department of Information Resources cooperative purchasing program, with an estimated net cost to the Port Authority after Federal Emergency Management Agency Port Security Grant reimbursement, of \$24,000 (25% of total cost)
2018-0925-22	\$24,720	Enter into an Intergovernmental Agreement with the City of Morgan's Point for security services for one year

K. Infrastructure

2018-0925-23		Reject and re-advertise for competitive sealed proposals for the renovation of the Executive Office Building at Turning Basin Terminal
2018-0925-24		Reject and re-advertise for competitive sealed proposals for the rehabilitation of Wharf 3 at Barbours Cut Terminal and include the construction of electrical and telecommunications infrastructure at Container Yards 4, 5, and 6 at Barbours Cut Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0925-25	\$800,000	<p>Approve staff's ranking of vendors and award a professional services contract to perform construction material testing services during the construction of Container Yard 7 at Bayport Container Terminal to the top-ranked proposer – first, Terracon Consultants, Inc.; second, Aviles Engineering Corporation; and third, HVJ Associates, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0925-26	\$5,932,558	<p>Approve staff's ranking of vendors and award a professional services contract to plan and design the construction of the East End at Bayport Container Terminal to the top- ranked proposers: staff ranking – first, Lockwood, Andrews & Newnam, Inc.; second, RPS Group, Inc.; and third, TSC Engineering</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0925-27	\$850,290	<p>Approve staff's ranking of vendors and award a professional services contract for analysis and design for rehabilitation and repair of Wharf 2 at Manchester Terminal to the top-ranked proposers: staff ranking – first, Dannenbaum Engineering Corporation; second, CH2M Hill Engineers, Inc.; and third, BergerABAM</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0925-28	\$13,559,761	<p>Approve staff's ranking of vendors and award a construction contract to construct a rail spur at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Fused Industries, Ltd.; and second, McCarthy Building Companies, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2018-0925-29	\$155,036	<p>Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. to perform construction phase services for the construction of rail spur at Bayport Container Terminal</p>

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2018-0925-30	\$398,895	Award a construction contract to Forde Construction Company, Inc. to repair the deck and backup pavement at Wharf Nos. 1, 2, and 3 at Jacintoport Terminal
2018-0925-31		Authorize an interlocal agreement with Texas Commission on Environmental Quality to receive grant funding, in an amount not to exceed \$500,000, under the Port Authority Studies and Pilot Program, not obligating the Port Authority to provide matching funds
2018-0925-32	\$250,000	Authorize an agreement with ExxonMobil Pipeline Company to provide inspection and oversight work associated with the Praxair, Inc. pipeline corridor relocation at Bayport Container Terminal
2018-0925-33		Approve for filing in the public records a restrictive covenant for groundwater maintenance and monitoring on 545.69 acres of Port Authority property located at Beltway 8 and Jacintoport Boulevard, as required by the Texas Commission on Environmental Quality
2018-0925-34		Enter into month-to-month lease agreements with 2Plus of Texas, Inc. dba STAR to lease vans under the Houston-Galveston Area Council METROVan Program for an additional one year period
2018-0925-35		Issue a marine construction permit to Texas Lehigh Cement Company, L.P. to construct a dock facility along the Houston Ship Channel in Houston
2018-0925-36		Issue a pipeline license to Magellan Crude Oil Pipeline Company, L.P. for one 20-inch refined petroleum products pipeline under and across Northside Mainline railroad right-of-way and Clinton and Seymore tracks in Galena Park
2018-0925-37		Amend a pipeline license to Targa Downstream LLC to add two 6-inch natural gas liquids pipelines across a portion of Southside Mainline railroad right-of-way in Pasadena
2018-0925-38		Amend pipeline licenses to both ExxonMobil Pipeline Company and Air Products LLC to relocate their respective pipelines, at Port Terminal Railroad Association's request, along the Southside Mainline railroad right-of-way in Pasadena

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
L. Operations		
2018-0925-39		Reject the bid and authorize the re-advertisement for competitive sealed bids for purchase of one 50,000-lb. vehicle lift for Bayport Container Terminal
2018-0925-40	\$505,000	Approve staff's ranking of vendors and award a two-year contract for purchase of structural inspection services for seventeen wharf cranes at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked proposer: staff ranking – first, World International Testing, Inc.; second, Alatas Americas, Inc.; and third, Dunham Engineering, Inc. Port Commission adopted the staff-recommended ranking and authorized award
2018-0925-41	\$200,000	Approve staff's ranking of vendors and award a two-year contract for purchase of replacement and spare parts for Kalmar Ottawa yard tractors at Barbours Cut Terminal and Bayport Container Terminal to the top-ranked bidder: staff ranking – first, Yard Mule Specialists, Inc.; and second, Marine Tekno Services LLC Port Commission adopted the staff-recommended ranking and authorized award
2018-0925-42	\$150,000	Award a two-year contract to Power Line Solutions, Inc. to perform electrical repair services to high mast poles at Bayport Container Terminal
2018-0925-43	\$300,000	Award a two-year service contract to Kempco Inspections Services, Inc. to perform occupational and safety inspection services for equipment at Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-44	\$846,377	Award a contract to Cargotec CHS PTE., Ltd., Bromma for purchase of four telescopic spreader bars and one over-height attachment for Barbours Cut Terminal and Bayport Container Terminal
2018-0925-45	\$1,000,000	Rescind the prior award of a three-year contract for purchase of miscellaneous electrical cables for wharf and RTG cranes at Barbours Cut Terminal and Bayport Container Terminal

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		awarded to Anixter, Inc. and award a two-year contract to Anixter, Inc. for purchase of miscellaneous electrical cables for wharf and RTG cranes at Barbours Cut Terminal and Bayport Container Terminal
2018-0925-46	\$204,428	Issue a purchase order to Associated Supply Company for purchase of one Global Model M3 street sweeper for Bayport Container Terminal, using Houston-Galveston Area Council's cooperative purchase program
2018-0925-47	\$67,305	Issue a purchase order to Aries Building Systems, LLC for purchase of a modular office space for Central Stores, using Harris County Department of Education's Choice Partners, a cooperative purchase program
2018-0925-48	\$140,880	Authorize payment to Navis LLC for support services in execution of a version upgrade to the Navis Marine Terminal Management Software System for Barbours Cut Container Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-49	\$200,000	Issue a purchase order to Netsync Network Solutions, Inc. for purchase of software licenses and computer hardware to support the upcoming Navis N4 upgrade, using the Texas Department of Information Resources, cooperative purchase program
2018-0925-50	\$50,650	Approve a change order to Texas Air Systems for monthly rental of 50-ton air-cooled chiller units for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-51	\$1,200,000	Approve a change order to A.J. Hurt, Jr. Inc. dba Reladyne for purchase of unleaded gasoline and ultra- low sulfur diesel for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2018-0925-52		Amend Port Authority Tariff Nos. 14 and 15 to implement rules for container draying services between Barbours Cut Terminal rail ramp and the Bayport Container Terminal, and the applicable rates for such new service, effective October 1, 2018

Minute No.

Amount

Event/Action

M. People

Authorize renewal of the agreement with Aetna Life Insurance Company for group Medicare Advantage medical insurance for the Port Authority's Medicare-eligible retirees and dependents to include coverage for calendar year 2019 (*see above – approved by Minute No. 2018-0925-03*)

Authorize amendment of the agreement with Aetna Life Insurance Company to provide professional third-party administration services for the Port Authority's group medical self-funded insurance program for active employees, retirees who are not Medicare-eligible, and dependents, for calendar year 2019 (*see above – approved by Minute No. 2018-0925-04*)

Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2019 in a total amount not to exceed \$1,206,758: (a) Aetna Life Insurance Company, for dental coverage; (b) Ameritas Life Insurance Corp., for vision coverage; (c) Minnesota Life Insurance Company, for basic life coverage; (d) Minnesota Life Insurance Company, for voluntary life coverage; (e) Minnesota Life Insurance Company, for accidental death and dismemberment coverage; and (f) Aetna Life Insurance Company, for long term disability coverage (*see above – approved by Minute No. 2018-0925-05*)

2018-0925-53

\$81,181

Amend the agreement with ProView Advanced Solutions, Inc., dba ProView, to extend the term for one year through December 31, 2019, for employee and retiree benefits and payroll integration services

N. Technology

2018-0925-54

\$520,000

Issue a purchase order to AT&T Wireless for purchase of wireless voice and data (LTE) services, using Texas Department of Information Resources' cooperative purchase program through December 31, 2023

2018-0925-55

\$520,000

Issue a purchase order to Verizon Wireless for purchase of wireless voice and data (LTE) services, using Texas Department of Information Resources' cooperative

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		purchase program through December 31, 2023
2018-0925-56	\$125,000	Issue a purchase order to Netsync Network Solutions, Inc. for purchase of consulting services, software licenses, and computer hardware to create a Virtual Desktop Infrastructure environment at the new Disaster Recovery Site, using Texas Department of Information Resources' cooperative purchase program

O. Recess Open Meeting and Convene Executive Session

P. Reconvene Open Meeting

2018-0925-57		Motion to authorize the Port Authority to purchase property in the vicinity of the Turning Basin Terminal from MJ Partners, Ltd., Milo L. Strickland, and Janyth E. Strickland, and separate property in the same vicinity from Port Steel Land Properties LLC, on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
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2018-0925-58		Motion to authorize the Port Authority to amend its agreements for legal services with Andrews Myers PC, on the terms discussed in Executive Session, and authorize the Executive Director to do all things necessary to give effect to the foregoing
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Q. Adjourn Meeting

NEXT REGULAR MEETING REQUESTED

October 30, 2018

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