

MEMORANDUM

Legal Division



Date: June 25, 2019

To: Lisa Ashley
Bruce Birdwell
Chris Brown
William Buck
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
Garry McMahan
Bruce Mann
Ryan Mariacher
John Moseley
Gilda Ramirez
Mike Shaffner
Jessica Shaver
Alex Skinner-Klee
Mark Smith
Paulo Soares
Randy Stiefel
Dominic Sun
RD Tanner
Jessica Thomas
Charles Thompson
Roger Walter
Marcus Woodring
Ramon Yi

From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated June 25, 2019

Minute No. Amount Event/Action

General

Chairman Campo convened the Port Commission meeting and provided opening remarks

Minutes

2019-0625-01 Approve the minutes of the April 23, 2019 and May 21, 2019 Port Commission meetings

Port Commission Committee Updates

2019-0625-02 Chairman Campo reported on the Audit Committee Meeting - May 21, 2019

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-0625-03		Commissioner Corgey reported on the Community Relations Committee Meeting - May 22, 2019
2019-0625-04		Chairman Campo reported on the Compensation Committee Meeting - May 22, 2019

Appearances

2019-0625-05		Chairman Campo recognized Erick Mann, AmCorCo, who addressed the Port Commission
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F. Executive

2019-0625-06		Staff Report – Summary of selected financial and operational matters – Roger Guenther, Executive Director
2019-0625-07	\$240,000	Award a professional services contract to Cassidy and Associates for federal governmental policy consulting and support
2019-0625-08	\$100,000	Award a professional services contract to Pendulum Strategies, LLC for federal governmental policy consulting and support
2019-0625-09		Assist in further developing the Galveston Bay Park storm surge defense system
2019-0625-10		Adopt the Compensation Committee Charter
2019-0625-11		Appoint the chairman and members of the Compensation Committee
2019-0625-12		Appoint the chairman and members of the Procurement and Small Business Task Force

G. Commercial

2019-0625-13		Staff Report – selected agenda items – John Moseley, Chief Commercial Officer
2019-0625-14		Authorize the term of a month-to-month lease with Affolter Contracting, Inc. for approximately one acre out of Spilman Island to extend past one year commencing October 1, 2019

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-0625-15		Approve a lease agreement with LyondellBasell Acetyls, LLC for approximately 14.41 acres out of the San Jacinto Barge Dock, for an additional five-years at an annual rate of \$391,751, subject to an annual increase of the greater of 3% or the increase in the Consumer Price Index
2019-0625-16		Amend the lease with the City of Houston of approximately 0.23 acres on the north side of Clinton Drive effective no earlier than June 29, 2019 to increase the annual base rent to \$24,720, with an annual increase of the greater of 3% or the increase in the Consumer Price Index
H. Finance		
2019-0625-17		Staff Report – Selected agenda items – Tim Finley, Chief Financial Officer
2019-0625-18	\$75,000	Approve staff’s ranking of vendors and award a professional services contract to provide support of Cognos software during the FY2019 budgeting process, evaluate existing software functionality, and enhance functionality to the top-ranked proposer: staff ranking – first, Douglas Corporate Solutions; second, Cipher Business Solutions; and third, TESIS IT & Automation Port Commission adopted the staff-recommended ranking and authorized award
I. Infrastructure		
2019-0625-19		Staff Report – selected agenda items – Rich Byrnes, Chief Infrastructure Officer
2019-0625-20		Reject bids for annual perimeter security fence replacement.
2019-0625-21	\$300,000	Authorize Port Authority staff to enter into a Department of the Army Real Estate license for the placement of dredged material from Jacintoport Terminal and CARE Terminal into a federal placement area
2019-0625-22	\$300,000	Amend the Feasibility Cost Share Agreement between the U.S. Army Corps of Engineers and the Port Authority to add funding for the navigation feasibility study

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-0625-23		Issue a pipeline license to Easton Energy LLC for one 4-inch tertiary butyl alcohol pipeline and one 6- inch tertiary butyl alcohol pipeline under and across Scott Bay, Houston Ship Channel, and Upper San Jacinto Bay
2019-0625-24		Issue a pipeline license to Eco Services Operations Corp. for a 6-inch wastewater discharge pipeline into the Brady Island Channel
2019-0625-25		Issue a pipeline license to ExxonMobil Pipeline Company for a 20-inch refined product pipeline under and across the Southside Mainline railroad right-of-way
2019-0625-26		Issue a pipeline license to Targa Downstream, LLC for one 20-inch brine pipeline and one 2-inch conduit pipeline under and across Old Cedar Bayou
2019-0625-27		Amend a marine construction permit to Shell Oil Products Company, LLC to replace 970 feet of new steel bulkhead in front of an existing bulkhead and cofferdam in the Houston Ship Channel
2019-0625-28		Amend a pipeline license to HSC Pipeline Partnership LLC for an additional 1,311 feet of a 16-inch ethylene pipeline across the Barbour's Cut Terminal property
2019-0625-29		Amend a pipeline license to Zydeco Pipeline Company LLC to abandon one 20-inch crude pipeline in place and replace it with one 20-inch crude pipeline across Greens Bayou
J. Operations		
2019-0625-30		Staff Report – selected agenda items – Jeff Davis, Chief Port Operations Officer
2019-0625-31	\$18,827,319	Approve staff's ranking of vendors and award a contract for the purchase of nine diesel electric container yard cranes for Bayport Container 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

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-0625-32	\$400,000	Award a three-year contract to Conductix-Wampfler, the sole source provider, for purchase of spare and replacement parts for Conductix-Wampfler festoon systems for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal
2019-0625-33	\$800,000	Award a two-year contract to Ambassador Services LLC for cleaning services at Barbours Cut Terminal and Bayport Container Terminal, using the Harris County Department of Education's Choice Partner cooperative purchase program
2019-0625-34	\$87,000	Amend the maintenance and support services agreement for the Navis Terminal Operating System, EDI processing, and database management with Total Network Solutions, to extend the expiration date by three months to November 1, 2019

K. People (no items)

L. Port Security and Emergency Operations

2019-0625-35		Staff Report – Selected agenda items – Marcus Woodring, Chief Port Security and Emergency Operations Officer
2019-0625-36	\$140,000	Issue a purchase order to CDW Government for the purchase of forty Panasonic ToughBook laptops and accessories, using the National Intergovernmental Purchasing Alliance, a cooperative purchasing program

M. Technology

2019-0625-37		Staff Report – Selected agenda items – Charles Thompson, Chief Technology Officer
2019-0625-38	\$117,500	Approve staff's ranking of vendors and award a contract for Information Technology project management services to the top-ranked proposers: staff ranking – first, BKJ Global Management Consulting, LLC; second, Sogeti, USA; and third, SmartBridge, LLC Port Commission adopted the staff-recommended ranking and authorized award
2019-0625-39	\$1,134,885	Award a contract for an Enterprise Video Management System for Maritime Security solution to Dowley Security

Minute No.

Amount

Event/Action

Systems, Inc., subject to potential Port Security Grant reimbursement of \$735,000

N. Recess Open Meeting and Convene Executive Session

O. Reconvene Open Meeting

P. Adjourn Meeting

NEXT MEETING REQUESTED

July 29, 2019

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