

**MEMORANDUM**

Legal Division



Date: October 22, 2019

<p>To: Lisa Ashley Bruce Birdwell Chris Brown Lori Brownell William Buck Maxine Buckles Rich Byrnes Trae Camble Yvette Camel-Smith Spencer Chambers Jeff Davis Curtis Duncan Ron Farrow Tim Finley Roland Gonzalez Mark Griffin Roger Guenther Tom Heidt Leslie Herbst Roger Hoh</p>	<p>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</p>
--	---

From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated October 22, 2019

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

**General**

Chairman Campo convened the Port Commission meeting and provided opening remarks

**Minutes**

2019-1022-01	Approve the minutes of the September 16, 2019 and September 24, 2019 Port Commission meetings
--------------	---

**Appearances**

2019-1022-02(a)	Chairman Campo introduced Toby Castro, Program Director - Galena Park Independent School District
-----------------	---

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-1022-02(b)		Chairman Campo introduced Rodney K. Strong, Chairman and CEO, Griffin & Strong, P.C.
2019-1022-02(c)		Chairman Campo recognized Joe Jennings, LaRouche PAC, who addressed the Port Commission
		<b>F. Executive (no items)</b>
2019-1022-03		<b>Staff Report</b> – Summary of selected financial and operational matters – Roger Guenther, Executive Director
		<b>G. Commercial</b>
2019-1022-04		<b>Staff Report</b> – selected agenda items – John Moseley, Chief Commercial Officer
2019-1022-05	\$160,000	Approve a one-year advertising and sponsorship agreement with JOC Group Inc.
2019-1022-06		Approve a 3% lease rate increase together with a 10% premium increase for thirty-five applicable Port Authority month-to-month leases and new month-to-month leases, effective January 1, 2020
		<b>H. Finance</b>
2019-1022-07		<b>Staff Report</b> – Selected agenda items – Tim Finley, Chief Financial Officer
2019-1022-08	\$122,800	Authorize renewal of the agreement with AS&G Claims Administration, Inc. for third-party claim's administration services for the Port Authority's self-insured workers' compensation and liability program for an additional one-year period
2019-1022-09		Enter into a strategic alliance memorandum between BakerRipley and the Port Authority to collaborate in local business and community development activities
		<b>I. Infrastructure</b>
2019-1022-10		<b>Staff Report</b> – selected agenda items – Rich Byrnes, Chief Infrastructure Officer

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-1022-11	\$325,000	Award a contract to SWA Group for stakeholder participation support services for the Comprehensive Long-Range Plan
2019-1022-12	\$600,000	Award a construction contract to AAA Asphalt Paving, Inc. for annual pavement drainage and dust control work at Industrial Park East in 2019
2019-1022-13	\$35,000,000	Authorize the Executive Director to (i) enter into final negotiations for the purchase of renewable electricity port-wide with the three short-listed retail electric providers, Constellation New Energy, Inc., MP2 Energy Texas LLC, and NRG Business Solutions; (ii) determine the provider whose proposal provides the best value to the Port Authority; and (iii) enter into a contract with such provider for the purchase of deregulated power for a period not to exceed 10 years
2019-1022-14	\$1,867,017	Amend the professional services contract with HDR Architecture, Inc. to design the Maintenance Complex at Barbours Cut Terminal
2019-1022-15	\$87,155	Approve a change order with Thyssen-Laughlin, Inc. to perform additional work associated with the replacement of water and sewer lines at Woodhouse Terminal
2019-1022-16		Approve the renewal of expiring Port Authority licenses for new ten-year terms: Air Liquide Large Industries U.S. LP, Chevron Phillips Chemical LP, Enterprise Products Operating, LLC, ExxonMobil Pipeline Company, Flint Hills Resources Houston Chemical, LLC, Houston Pipe Line Company LP, HSC Pipeline Partnership, LLC, Kinder Morgan Texas Pipeline LLC, Kinder Morgan Texas Pipeline LLC, KM Liquids Terminals LLC, Lone Star NGL Mont Belvieu LP, Praxair, Inc., South Tex 66 Pipeline Company, LTD, Blanchard Pipe Line Company LLC, Dow Hydrocarbons and Resources LLC, Contanda Terminals LLC, Magellan Pipeline Company, LP, Magellan Terminals Holdings, LP, and Valero Refining-Texas, LP
2019-1022-17		Issue a marine construction permit to TPC Group, LLC for construction of a new commercial ship docking facility immediately south of the existing damaged dock and subsequent demolition of such dock located on premises

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		leased from the Port Authority along the Houston Ship Channel near Sims Bayou
2019-1022-18		Issue a marine construction permit to GSD Trading USA Inc. for a 450-foot by 450-foot dredge area along Old River
2019-1022-19		Issue a marine construction permit to JSW Steel (USA) Inc. for replacement of an existing 909-foot sheet pile bulkhead at its barge dock on Cedar Bayou
2019-1022-20		Issue a pipeline license to Greensport Ship Channel Partners, LP for a 10-inch water pipeline under and across the Industrial Road Lead railroad right-of-way
2019-1022-21		Issue a pipeline license to KM Liquid Terminals LLC for two 12-inch refined products pipelines under and across the Houston Ship Channel
2019-1022-22		Issue a pipeline license to KM Liquid Terminals LLC for a 20-inch petroleum pipeline under and across the Port Terminal Railroad Association Pasadena Cut-Off railroad right-of-way at two locations
2019-1022-23		Issue a pipeline license to Pasadena Performance Products, LP for a 16-inch water discharge pipeline under and across the Port Terminal Railroad Association Southside Mainline railroad right-of-way
2019-1022-24		Issue a pipeline license to Pasadena Performance Products, LP for an 8-inch natural gas liquids pipeline under and across the Port Terminal Railroad Association Southside Mainline railroad right-of- way, Cotton Patch Bayou, and Vince Bayou
2019-1022-25		Issue a pipeline license to Pasadena Performance Products, LP for a 16-inch refined petroleum pipeline under and across the Port Terminal Railroad Association Southside Mainline railroad right-of- way, Crown spur line, and Cotton Patch Bayou
2019-1022-26		Issue a pipeline license to Pasadena Performance Products, LP for a 16-inch refined petroleum pipeline under and across the Port Terminal Railroad Association Southside Mainline railroad right-of-way

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-1022-27		Issue a pipeline license to Pasadena Performance Products, LP for a 16-inch water pipeline under and across the Port Terminal Railroad Association Pasadena Cut-Off railroad right-of-way
2019-1022-28		Issue a distribution/transmission line license to AT&T for one fiber optic line over and across the Northside Turning Basin Lower Level Port Terminal Railroad Association railroad right-of-way
2019-1022-29		Issue a distribution/transmission line license to CenterPoint Energy Houston Electric, LLC for one 35- kV transmission line over and across the San Jacinto River
2019-1022-30		Approve a barge fleeting lease with and issue a marine construction permit to Pelican Marine Services, LLC for approximately 18.37 acres of submerged lands in the Houston Ship Channel along the southern boundary of the Port Authority's Beltway 8 property for a five-year term at a monthly rate of \$27,000
2019-1022-31		Approve a private adjacency barge fleeting lease agreement with MARMAC LLC dba McDonough Marine Service for approximately 16.68 acres of submerged lands in Old River at a monthly rental amount of \$4,236 for a ten-year term
2019-1022-32		Authorize a Memorandum of Understanding with the U.S. Army Corps of Engineers regarding in-kind credit for work provided or performed prior to project authorization and/or execution of a Project Partnership Agreement for the Houston Ship Channel Expansion Channel Improvement Project and additionally authorize the Executive Director to enter into a letter agreement with the Army Corps of Engineers, in lieu of a Memorandum of Understanding, with regard to in-kind credits for the Houston Ship Channel Expansion Channel Improvement Project
<b>J. Operations</b>		
2019-1022-33		<b>Staff Report</b> – selected agenda items – Jeff Davis, Chief Port Operations Officer
2019-1022-34	\$497,020	Approve staff's ranking of vendors and award a professional services contract to perform inspection services for three dockside electric container cranes for Wharf No. 5 at

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
		Bayport Container Terminal to the top-ranked proposer: staff ranking – first, APTIM Port Services International, LLC; second, Liftech Consultants, Inc.; and third, Paul Bridges & Associates, LLC
		Port Commission adopted the staff-recommended ranking and authorized award
2019-1022-35	\$200,000	Issue a purchase order to Rush Bus Centers for the purchase of two twenty-six passenger buses for Barbours Cut Terminal and Bayport Container Terminal, using Houston-Galveston Area Council's cooperative purchase program
2019-1022-36	\$97,500	Issue a purchase order to MMLJ, Inc., the sole source provider, for the purchase of one DB800 Dual Dustless Blasting Mobile unit for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal
2019-1022-37		Chairman Campo introduced Commissioner Rodney Ellis, who addressed the Port Commission
		<b>K. People</b>
2019-1022-38		<b>Staff Report</b> – selected agenda items – Jessica Shaver, Chief People Officer
2019-1022-39	\$1,983,964	Authorize an agreement with Aetna Life Insurance Company to provide stop-loss insurance coverage for calendar year 2020 for the Port Authority's self-funded group medical benefit program for active employees, retirees who are not Medicare-eligible, and dependents
2019-1022-40	\$62,832	Authorize an amended agreement with Aetna Life Insurance Company to provide professional third- party administration services for the Port Authority's self-funded group medical benefit program for active employees, retirees who are not Medicare-eligible, and dependents for calendar year 2020
2019-1022-41	\$15,000,000	Authorize funding for calendar year 2020 for the payment of claims from the Port Authority's self-funded group medical benefit program for active employees, retirees who are not Medicare-eligible, and dependents

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
2019-1022-42	\$45,000	Approve a contract with Houston Zoo, Inc. to provide the venue and customer event services for the 2020 Port Houston Employee and Retiree Appreciation Event
<b>L. Port Security and Emergency Operations</b>		
2019-1022-43		<b>Staff Report</b> – Selected agenda items – Marcus Woodring, Chief Port Security and Emergency Operations Officer
2019-1022-44		Rescind the May 21, 2019 award and reject all bids for the purchase of a stand-by generator for Fire Station 1 at Turning Basin Terminal
2019-1022-45	\$42,900	Authorize an agreement with the Houston Ship Channel Security District for payment of the current year (2019-2020) contribution
2019-1022-46	\$24,607	Authorize the Port Authority to enter into a Contract for Governmental Services with the City of La Porte Emergency Medical Services to provide emergency medical services at Bayport Container Terminal facilities for fifteen months
2019-1022-47		Amend the Interlocal Agreement for use of Public Safety Communication Systems between the Port Authority and Harris County to include two Astro P25 Simulcast Radio Towers on the Harris County TXWARN Radio System for a one-year term, automatically renewing for successive one-year terms
2019-1022-48		Amend the existing reimbursable agreement with the United States Department of Commerce, National Oceanic and Atmospheric Administration (NOAA) to reduce the account surplus and install a current measurement meter
<b>M. Technology</b>		
2019-1022-49		<b>Staff Report</b> – Selected agenda items – Tom Heidt, Chief Operating Officer
2019-1022-50	\$124,000	Issue a purchase order to Solid Border, Inc for purchase of a one-year renewal of Palo Alto (firewall) hardware and software maintenance, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program

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

Minute No.

Amount

Event/Action

**O. Reconvene Open Meeting**

**P. Commercial**

2019-1022-51

Adopt a resolution authorizing the Port Authority to acquire through its exercise of the power of eminent domain the fee simple interest in approximately 7.825 acres of land located at 9800 Clinton Drive, Houston, Harris County, Texas as described in Exhibit "A" to permit the property to be publicly used by the Port Authority for public port-related development and operations

**Q. Adjourn Meeting**

NEXT MEETING REQUESTED

November 11, 2019

Copy: RIM