

MEMORANDUM

Legal Division



Date: July30, 2020

To: Christine Abbruscato
Lisa Ashley
Chris Brown
Lori Brownell
William Buck
Maxine Buckles
Rich Byrnes
Trae Camble
Yvette Camel-Smith
Spencer Chambers
Jeff Davis
Curtis Duncan
Norma Essary
Ron Farrow
Tim Finley
Roland Gonzalez
Roger Guenther
Tom Heidt
Leslie Herbst

Roger Hoh
Charlie Jenkins
David Jochnau
Garry McMahan
Bruce Mann
Ryan Mariacher
John Moseley
Gilda Ramirez
Mike Shaffner
Jessica Shaver
Mark Smith
Paulo Soares
Randy Stiefel
Dominic Sun
RD Tanner
Jessica Thomas
Charles Thompson
Roger Walter
Marcus Woodring

From: Erik Eriksson

Subject: Minute Numbers/Port Commission Meeting, dated July 30, 2020

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
General		
		Chairman Campo convened the virtual Port Commission meeting and provided opening remarks
Minutes		
2020-0730-01		Approve the minutes of the June 23, 2020 Port Commission meeting
Staff Reports		
2020-0730-02		Roger Guenther, Executive Director, presented a summary of selected financial and operational matters

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Appearances		
2020-0730-03(a)		Chairman Campo introduced Captain Jason Smith, Sector Commander, Houston-Galveston, who addressed the Port Commission
2020-0730-03(b)		Chairman Campo introduced Roland Garcia, Board of Pilot Commissioners for Harris County Ports, who addressed the Port Commission
2020-0730-03(c)		Chairman Campo recognized Bridgette Murray, Healthy Port Communities Coalition, and Port Community Advisory Council, who addressed the Port Commission
2020-0730-03(d)		Chairman Campo recognized Leticia Ablaza, Air Alliance Houston, who addressed the Port Commission
Executive		
2020-0730-04		Chairman Campo recognized Mr. Heidt to provide a report of selected Executive Division agenda items
2020-0730-05		Approve and reaffirm the Audit Committee Charter, Internal Audit Charter, and Internal Audit Policies, effective July 30, 2020
2020-0730-06		Amend the Travel, Meals & Business Entertainment Authorization and Expense Reimbursement Policy
Commercial		
2020-0730-07		Chairman Campo recognized Mr. Heidt to provide a report of selected Commercial Division agenda items
2020-0730-08		Approve a five-year lease with Houston Terminal LLC for approximately 2,007 square feet of office space in Stevedore Support Buildings No. 2 and 3 at Bayport Container Terminal, effective no earlier than September 1, 2020, at an annual rent of \$62,603 with a 3% annual increase
2020-0730-09		Approve a five-year four-month lease with Kinder Morgan Petcoke, L.P. for approximately 14.21 acres at Sims Bayou, effective no earlier than September 1, 2020, at an annual rent of \$471,302 subject to annual base rent escalation of the greater of 3% or the increase in the Consumer Price Index

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2020-0730-10	\$1,200,000	Approve an agreement with Third Texas Resources to acquire wetland mitigation credits relating to the U.S. Army Corps of Engineers development permit for the Port Authority's Greens Bayou Terminal located at Interstate 10 and Penn City Road
Finance		
2020-0730-11		Chairman Campo recognized Mr. Heidt to provide a report of selected Finance Division agenda items
2020-0730-12	\$300,000	Approve staff's ranking of vendors and award a professional services contract for professional auditing services for the fiscal year ending 2020, with options to renew for two additional one-year terms, to the top-ranked responder: staff ranking – first, BKD LLP; second, Deloitte & Touche LLP; and third, RSM, LLP Port Commission adopted the staff-recommended ranking and authorized award
2020-0730-13	\$98,289	Approve the purchase of annual software subscription and support services for Cognos budgeting software from Mark III Systems, Inc., using a State of Texas Department of Information Resources cooperative purchase contract, for one year
2020-0730-14	\$137,500	Approve extension of the contract with AndCo Consulting LLC for investment advisory services related to the Port Authority Pension Plan, Port Authority Other Post-Employment Benefits (OPEB) Plan, and defined contribution and deferred compensation plans, for an additional and final one-year period
2020-0730-15		Adopt resolutions to amend the Port of Houston Authority Other Post-Employment Benefits (OPEB) Trust Agreement
Infrastructure		
2020-0730-16		Chairman Campo recognized Mr. Heidt to provide a report of selected Infrastructure Division agenda items
2020-0730-17	\$978,146	Approve staff's ranking of vendors and award a professional services contract for the design to construct Container Yard

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		<p>3 at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, RPS Infrastructure, Inc.; second, Hatch Associates Consultants, Inc.; and third, Lockwood, Andrews, and Newnam, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2020-0730-18	\$18,745,998	<p>Approve staff's ranking of vendors and award a construction contract for the construction of Container Yard 2 South at Bayport Container Terminal to the top- ranked proposer: staff ranking - first, Satterfield & Pontikes Construction, Inc.; second, McCarthy Building Company, Inc.; and third, Archer Western Construction, LLC</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2020-0730-19	\$350,000	<p>Approve staff's ranking of vendors and award a professional services contract to perform construction material testing for the construction of Container Yard 2 South at Bayport Container Terminal to the top-ranked proposers: staff ranking - first, Terracon Consultants, Inc.; second, Aviles Engineering Corp.; and third, Raba Kistner, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2020-0730-20	\$154,979	<p>Approve staff's ranking of vendors and award a construction contract to construct a security system at Container Yard 7 and the west empty yard at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Tekplan Solutions Texas, LLC; and second, Dowley Security Systems, Inc.</p> <p>Port Commission adopted the staff-recommended ranking and authorized award</p>
2020-0730-21	\$941,000	<p>Approve staff's ranking of vendors and award a construction contract for trench drain repairs at Bayport Container Terminal to the top-ranked proposer: staff ranking – first, Jerdon Enterprise, L.P.; second, McCarthy Building Companies, Inc.; and third, Forde Construction Company, Inc.</p>

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		Port Commission adopted the staff-recommended ranking and authorized award
2020-0730-22	\$200,000	Approve staff's ranking of vendors and award a two-year environmental consulting agreement for storm water quality program management to the top-ranked proposer: staff ranking- first, Terra Nova Consulting, Inc.; second, Spirit Environmental, LLC; and third, Halff Associates Port Commission adopted the staff-recommended ranking and authorized award
2020-0730-23	\$179,954	Amend the professional services contract with Hatch Consultants, Inc. for additional engineering services associated with the Port Authority Facility Inspection and Condition Assessment Program for electrical and communications
2020-0730-24	\$58,957	Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the construction of Container Yard 7 at Bayport Container Terminal
2020-0730-25	\$155,708	Approve a change order with Fused Industries, LLC to perform additional work associated with the rail spur at Bayport Container Terminal
2020-0730-26	\$606,897	Award professional services consulting contracts to provide strategic decision support and implementation planning for the Houston Ship Channel Expansion Channel Improvement Project to PricewaterhouseCoopers Advisory Services, LLC and EcoLogix Group, Inc. in amounts not to exceed \$324,547 and \$282,350, respectively
2020-0730-27	\$1,000,000	Amend the professional engineering and auditing services contracts supporting the Houston Ship Channel Expansion Channel Improvement Project, with Atkins North America, Inc. in an amount not to exceed \$950,000 and with Freese and Nichols, Inc. in an amount not to exceed \$50,000
2020-0730-28	\$10,000,000	Enter into reimbursement agreements for design and permitting with eight pipeline companies for ten pipelines related to segment 4 of the Houston Ship Channel Expansion Channel Improvement Project at a cost not to exceed \$2,000,000 per pipeline, for which the Port Authority would

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		be responsible for one half the cost per pipeline
2020-0730-29		Issue a transmission line license to Comcast Cable Communications Management, LLC for one coaxial cable line over and across Turning Basin Terminal West
2020-0730-30		Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Bulk Materials Handling Plant Terminal
2020-0730-31		Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line under and across the North L Street property
2020-0730-32		Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line under and across the Barbours Cut Terminal
2020-0730-33		Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Barbours Cut Terminal
2020-0730-34		Issue a transmission line license to Comcast Cable Communications Management, LLC for one fiber optic cable line over, under, and across the Jacintoport Terminal
2020-0730-35		Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line under and across the Southside Mainline railroad right-of-way
2020-0730-36		Issue a distribution and/or transmission line license to Vopak Moda Houston LLC for one 2-inch fiber optic cable under and across the Port Terminal Railroad Association's Southside Mainline railroad right-of- way
2020-0730-37		Issue a pipeline license to Easton Energy Pipelines LLC for one 6-inch IC4 Isobutane pipeline under and across the northwest corner of the Rosa Allen Dredged Material Placement Area
2020-0730-38		Issue a pipeline license to Pasadena Performance Products, LLC for one 16-inch refined petroleum products pipeline under and across the Port Terminal Railroad Association's Pasadena Rail Yard

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2020-0730-39		Issue a marine construction permit to Enterprise Marine Services LLC in connection with barge fleetings at an approximately 16.14 acre submerged lands leased site in Old River
		Operations
2020-0730-40		Chairman Campo recognized Mr. Heidt to provide a report of selected Operations Division agenda items
2020-0730-41	\$595,000	Approve staff's ranking of vendors and award a contract for the purchase of one loaded container handling machine for Barbours Cut Terminal to the top-ranked proposer: staff ranking – first, Taylor Machine Works, Inc.; second, Briggs Equipment, Inc.; and third, Lonestar Lift Port Commission adopted the staff-recommended ranking and authorized award
2020-0730-42	\$55,882	Award a contract to ZPMC North America, Inc. for the purchase of replacement short trolley rails for four wharf cranes at Bayport Container Terminal
2020-0730-43	\$300,000	Award a two-year contract to Hillmar Industries Ltd., the sole source provider, for the purchase of captive replacement parts for Hillmar wheel brakes and related components for wharf cranes at Barbours Cut Terminal and Bayport Container Terminal
2020-0730-44	\$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
2020-0730-45	\$270,494	Issue a purchase order to Briggs Equipment for the purchase of one forklift model H450HD for Barbours Cut Terminal, using the Local Government Purchasing Cooperative's BuyBoard Program, a cooperative purchase program
2020-0730-46	\$265,000	Issue a purchase order to Heil of Texas for the purchase of one Schwarze Model M6SE Avalanche sweeper for Barbours Cut Terminal, using the Houston-Galveston Area

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		Council's cooperative purchase program
2020-0730-47	\$202,860	Issue a purchase order to ASCO Equipment for the purchase of one Genie S-40 telescopic boom manlift with no jib and one Genie S-85 telescopic boom manlift with jib for Barbours Cut Terminal, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program
2020-0730-48	\$170,000	Issue a purchase order to Doggett Heavy Machinery for purchase of a John Deere 650K Crawler Dozer, using Sourcewell, a cooperative purchase program
2020-0730-49	\$72,000	Issue a purchase order to Texas Pride Marketing for the purchase of a Mobile Column Lift system for Turning Basin Terminal, using the Local Government Purchasing Cooperative's BuyBoard Program
2020-0730-50	\$850,000	Ratify an emergency purchase for COVID-19 testing from UTMB Health for \$75,000 and authorize additional purchase order funding for continuing pandemic response services with Workplace Safety Screenings for \$400,000 and Ambassador Services, LLC for \$450,000
2020-0730-51		Amend the Freight Handling Assignment Agreements for terminal services at the Turning Basin Terminal to extend the term of the agreement through December 31, 2020
2020-0730-52		Approve a Marine Terminal Service Agreement between the Port Authority and Ocean Network Express Pte. LTD
		People (no items)
		Port Security and Emergency Operations (no items)
		Technology
2020-0730-53		Chairman Campo recognized Mr. Heidt to provide a report of selected Technology Division agenda items
2020-0730-54	\$551,400	Approve staff's ranking of vendors and award a professional services contract for JDEdwards Configurable Network Computing support, payable over five years to the top-ranked proposer: staff ranking – first, ManageForce Corporation; second, Smartbridge, LLC ; and third, Cyret

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		Technologies Inc. Port Commission adopted the staff-recommended ranking and authorized award
2020-0730-55	\$710,000	Issue a purchase order to Red River Technology LLC for purchase of Information Technology network hardware, software, and associated peripherals to replace network hardware as part of the Information Technology master plan for calendar years 2020-2021, using Texas Department of Information Resources' cooperative purchase program
2020-0730-56	\$70,568	Issue a purchase order to Critical Start for purchase of Mimecast annual software licensing and software support to the Port Authority's existing Information Technology infrastructure, using Texas Department of Information Resources' cooperative purchase program
2020-0730-57	\$350,000	Issue a purchase order to NWN Corporation for purchase of the Netapp data storage maintenance renewal using National 18/056KD-44 HCDE Choice Partners
2020-0730-58	\$57,000	Issue a purchase order to Smart-Tecs, the sole source provider, for the purchase of spare parts for the Gate Operating System environment

Recess Open Meeting and Convene Executive Session

Reconvene Open Meeting

2020-0730-59		Chairman Campo recognized Rev. James Caldwell, Coalition of Community Organizations, who addressed the Port Commission
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Adjourn Meeting

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