

MEMORANDUM

Legal Division



Date: September 29, 2020

To: Christine Abbruscato
Lisa Ashley
Chris Brown
Lori Brownell
William Buck
Maxine Buckles
Rich Byrnes
Trae Camble
Yvette Camel-Smith
Jeff Davis
Curtis Duncan
Norma Essary
Ron Farrow
Tim Finley
Roland Gonzalez
Roger Guenther
Tom Heidt
Kerrick Henny
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 September 29, 2020

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
General		
		Chairman Campo convened the virtual Port Commission meeting
2020-0929-01		Adopt a Resolution of the Port Commission in Honor of Alan Clark
		Chairman Campo provided opening remarks
Minutes		
2020-0929-02		Approve the minutes of the July 30, 2020 Port Commission meeting

<u>Minute No.</u>	<u>Amount</u>	<u>Event/Action</u>
Staff Reports		
2020-0929-03		Roger Guenther, Executive Director, presented a summary of selected financial and operational matters
Appearances		
2020-0929-04(a)		Chairman Campo introduced Roland Garcia, Board of Pilot Commissioners for Harris County Ports, who addressed the Port Commission
2020-0929-04(b)		Chairman Campo recognized Rev. James Caldwell, Coalition of Community Organizations, who addressed the Port Commission
2020-0929-04(c)		Chairman Campo recognized Kristine Singleton, Houston Port Communities Coalition, and Texas Health and Environment Alliance, who addressed the Port Commission
Executive		
2020-0929-05		Chairman Campo recognized Mr. Heidt to provide a report of selected Executive Division agenda items
2020-0929-06	\$100,000	Amend the professional services agreement with HDR Engineering, Inc. for services related to the San Jacinto River Waste Pits Superfund Site
2020-0929-07		Authorize the Community Relations Committee to review staff recommendations and rank and approve awards under the 2020 Community Grants Program
2020-0929-08	\$10,000	Approve a donation to the American Association of Port Authorities Port Employee Emergency Relief Fund to help support port employees impacted by Hurricane Laura and other storms during the 2020 hurricane season
2020-0929-09		Authorize a three-month extension to the Amended Interlocal Agreement with the Board of Pilot Commissioners for Harris County Ports regarding the performance of certain governmental functions and services
2020-0929-10		Authorize the Executive Director to (i) represent, in connection with certain grant applications, that the Port Authority will provide funds needed for the project

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		supported by such grant award, and (ii) enter into grant agreements obliging the Port Authority to do so
2020-0929-11	\$250,000	Authorize a challenge grant service agreement with the Severe Storm Prediction, Education, and Evacuation from Disasters (“SSPEED”) Center at Rice University to assist in further developing the Galveston Bay Park Plan storm surge defense system, contingent on securing additional grant funding totaling \$750,000
		Commercial
2020-0929-12		Chairman Campo recognized Mr. Heidt to provide a report of selected Commercial Division agenda items
2020-0929-13	\$384,090	Approve a two-year contract with a third-year mutual option, 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 in respective amounts not to exceed \$253,000 and \$131,090
2020-0929-14	\$578,871	Approve a two-year contract with a third-year mutual option with Ben Line Agencies Singapore, Limited, for trade development activities on behalf of the Port Authority in Asia in respective amounts not to exceed \$381,817 and \$197,054
2020-0929-15	\$301,023	Enter into a two-year contract with a third-year option with IHS Global Inc. for access to the Journal of Commerce Port Import/Export Reporting Service 2021 through 2023 databases and optional industry reports, effective January 1, 2021, in respective amounts not to exceed \$194,782 and 106,241
2020-0929-16		Approval of a fifth amendment to the Lease Agreement with Sesco Cement Corp. to add an additional 0.59 acres to the existing 19.55-acre Lease Premises for a total of approximately 20.14 acres out of the Southside Turning Basin, effective no earlier than October 1, 2020, at an annual total rent of \$396,455.76 subject to annual base rent escalation equal to the increase in the Consumer Price Index, not to exceed 4%

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2020-0929-17		Authorize the extended term of a month-to-month lease with RLB Contracting, Inc. for approximately 0.433 acres out of Block 4 of Sims Bayou effective no earlier than December 1, 2020 with a 3% annual increase over the existing month-to-month premium rate, for an annual rent of \$10,387.92
		Finance
2020-0929-18		Chairman Campo recognized Mr. Heidt to provide a report of selected Finance Division agenda items
2020-0929-19	\$122,800	Authorize renewal of the agreement with AS&G Claims Administration, Inc. for third party administration services for the Port Authority's self-insured workers' compensation and liability program for an additional one-year period
2020-0929-20		Adopt a resolution expressing the Port Authority's intent to finance Houston Ship Channel Expansion Channel Improvement Project expenditures with the proceeds of tax-exempt debt obligations
		Infrastructure
2020-0929-21		Chairman Campo recognized Mr. Heidt to provide a report of selected Infrastructure Division agenda items
2020-0929-22	\$75,000	Approve staff's ranking of vendors and award a two-year environmental services agreement for public water supply operator services to the top-ranked proposer: staff ranking-first, Miggins Interest, LLC dba Hydro Tech Utilities; second, Tejas Environmental Enterprises, LLC dba Texas Operations and Professional Services; and third, Public Utility Services, Inc. Port Commission adopted the staff-recommended ranking and authorized award
2020-0929-23	\$225,000	Approve staff's ranking of vendors and award a professional services contract to provide professional services in support of Houston Gateway & Gulf Coast Container on Barge Central Node Study (Container-on-Barge Study) to the top-ranked proposer: staff ranking - first, WSP USA, Inc.; second, Moffatt & Nichol; and third, Hatch

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		Port Commission adopted the staff-recommended ranking and authorized award
2020-0929-24	\$541,357	Amend the professional services contract with Lockwood, Andrews & Newnam, Inc. for construction phase services associated with the rail spur at Bayport Container Terminal
2020-0929-25	\$486,000	Approve a change order with McCarthy Building Companies, Inc. to perform additional work associated with the rehabilitation of Wharf 3, construction of electrical infrastructure, and Lighter Aboard Ship (LASH) dock demolition at Barbours Cut Terminal
2020-0929-26		Ratify, and authorize an amendment to, the Memorandum of Understanding with Harris County for the conveyance and maintenance of drainage features associated with the Port Road project
2020-0929-27		Issue Watco Companies a permit to operate over a portion of railroad right-of-way known as the "Brown Lead" to provide direct movement of locomotives and railcars in service at its plant at Greens Port
2020-0929-28		Approve the renewal of the following expiring Port Authority licenses for new ten-year terms: Enterprise Intrastate LLC, Enterprise Texas Pipeline LLC, Explorer Pipeline Company, Houston Pipe Line Company LP, HSC Pipeline Partnership, LLC, INEOS Americas LLC, Seaway Crude Pipeline Company, and Valero Refining-Texas, L.P.
2020-0929-29		Issue a transmission line license to Comcast of Houston, LLC for one fiber optic cable line over and across the Port Authority's Manchester Terminal Spur Railroad right-of-way
2020-0929-30		Issue a pipeline license to HSC Pipeline Partnership, LLC for one 8-inch high purity ISO-Butane pipeline under and across Cedar Bayou, Banana Bend, and San Jacinto River
2020-0929-31		Amend a pipeline license to NuStar Logistics, LP to add one 12-inch refined petroleum product pipeline under and across the Southside Mainline Railroad right-of-way
2020-0929-32		Amend a marine construction permit issued to Boone Towing, Inc. to dredge an additional 0.3 acres and add three

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		moorings in Old River along Lakeside Drive
2020-0929-33		Issue a marine construction permit to and approve a private and a port-adjacency barge fleeting lease agreement with AccuTRANS Fleeting Services LLC for approximately 4.8 acres of submerged lands in Old River at an initial monthly rental amount of \$5,964 for a ten-year term
2020-0929-34		Approve a private adjacency barge fleeting lease agreement and a marine construction permit with Boone Towing, Inc. for approximately 18.15 acres of submerged lands in Old River at a monthly rental amount of \$5,445 for a ten-year term
		Operations
2020-0929-35		Chairman Campo recognized Mr. Heidt to provide a report of selected Operations Division agenda items
2020-0929-36	\$2,079,000	Award a contract to Konecranes, Inc., the sole source provider, for purchase and installation of Konecranes DynAC/DynaHoist Vector II drives and control system retrofit for four rubber-tyred gantry cranes at Barbour's Cut Terminal
2020-0929-37	\$137,348	Award a contract to Cavotec USA Inc., the sole source provider, for repairs to a medium-voltage cable trench cover at Bayport Container Terminal
2020-0929-38	\$1,250,000	Authorize additional purchase order funding for continuing pandemic response services with Workplace Safety Screenings for \$650,000 and Ambassador Services, LLC for \$600,000
2020-0929-39	\$500,000	Issue a purchase order to PaveConnect Logistics LLC, for asphalt repairs at Turning Basin Terminal's Central Maintenance compound, using the OMNIA Partners (formerly National IPA/US Communities) cooperative purchase program
2020-0929-40	\$300,000	Issue a purchase order to Carrier Enterprise, LLC, for purchase of one 150-ton chiller unit and installation of two 150-ton chiller units for the Bayport Container Terminal's Administration and Maintenance & Repair buildings, using the Sourcewell cooperative purchase program

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2020-0929-41	250,000	Issue a purchase order to International Business Machines for the purchase of electronic data interchange pre-processor for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using Texas Department of Information Resources' cooperative purchase program, (inclusive of one year maintenance and support)
2020-0929-42		Approve a 30-year lease with Texas Stevedoring Services, LLC for interim premises (an approximately 12.00-acre parcel of land at Barbours Cut Terminal) and permanent leased premises (an approximately 11.50-acre parcel of land at Barbours Cut Terminal), providing for an expansion option
People		
2020-0929-43		Chairman Campo recognized Mr. Heidt to provide a report of selected People Division agenda items
2020-0929-44	\$2,378,431	Authorize renewal of group insurance agreements with the following carriers to include coverage for calendar year 2021: (a) Aetna Life Insurance Company, for dental, vision, and Medicare Advantage coverage; (b) Minnesota Life Insurance Company, for basic life, voluntary and dependent life, and retiree life coverage; and (c) Hartford Life and Accident Insurance Company, for long-term disability (LTD) coverage and short-term disability (STD) coverage
2020-0929-45	\$75,000	Authorize an additional premium payment to Aetna Life Insurance Company, for additional 2020 group dental coverage
Port Security and Emergency Operations		
2020-0929-46		Chairman Campo recognized Mr. Heidt to provide a report of selected Port Security and Emergency Operations Division agenda items
2020-0929-47	\$24,720	Enter into an Intergovernmental Agreement with the City of Morgan's Point for police services for one year
Technology		
2020-0929-48		Chairman Campo recognized Mr. Heidt to provide a report of selected Technology Division agenda items

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2020-0929-49	\$387,713.08	Issue a purchase order to Mythics, Inc. for purchase of three-year licensing for the Port Authority's JDEdwards enterprise resource planning software, using the Texas Department of Information Resources' cooperative purchase program
2020-0929-50	\$54,007	Approve the purchase of annual software subscription and support services for ManageEngine service desk ticketing software from SHI Government Solutions, using the Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program

Recess Open Meeting and Convene Executive Session

Reconvene Open Meeting

2020-0929-51		Authorize the Port Authority to enter into or amend the agreements for legal services with (a) J. Kent Friedman, (b) W. Allyn Hoaglund, and (c) Littler Mendelson on the terms discussed in Executive Session, and to authorize the Chief Legal Officer to do all things necessary to give effect to the foregoing
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Adjourn Meeting

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