

MEMORANDUM

Legal Division



Date: May 26, 2021

To: Christine Abbruscato
Maria Aguirre
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 May 25, 2021

<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		
2021-0525-01		Approve the minutes of the April 27, 2021 Port Commission meeting
Staff Reports		
2021-0525-02		Roger Guenther, Executive Director, presented a summary of selected financial and operational matters

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Appearances		
2021-0525-03(a)		Chairman Campo recognized Kristina Zatopek, East Harris County Empowerment Council, who addressed the Port Commission
2021-0525-03(b)		Chairman Campo recognized Stephanie Thomas, Public Citizen, who addressed the Port Commission
2021-0525-03(c)		Chairman Campo recognized Bay Scoggin, TexPIRG, who addressed the Port Commission
2021-0525-03(d)		Chairman Campo asked if anyone would like to address the Port Commission; there was no response
Executive		
2021-0525-04		Chairman Campo introduced agenda Item F1
2021-0525-05		Approve and adopt the proposed Position Statement on Diversity, Equity, and Inclusion to foster a culture of diversity and inclusion, innovation, and open communication
2021-0525-06		Chairman Campo recognized Mr. Heidt to introduce agenda Item F2
2021-0525-07		Approve staff's selection of eleven law firms from which to select teams to advise and assist with future debt financing arrangements and public finance legal needs over the next five years
Commercial		
2021-0525-08		Chairman Campo recognized Mr. Heidt to provide a report of selected Commercial Division agenda items
2021-0525-09		Review and amend the Memorandum of Understanding between the Panama Canal Authority and the Port Authority
2021-0525-10		Authorize the extended term of a month-to-month lease commencing June 1, 2021 with WATCO Transloading L.L.C. for approximately 5.31 acres out of Block 28 in Industrial Park East with a 3% annual rent increase

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2021-0525-11		Approve a lease agreement for a 3-year term with VersaCold Logistics, L.L.C., for approximately 1.16- acres out of Block 11 at Barbours Cut Terminal effective no earlier than June 1, 2021, at an annual base rent of \$66,594.60 with a 3% annual increase
		Finance
2021-0525-12		Chairman Campo recognized Mr. Heidt to provide a report of selected Finance Division agenda items
2021-0525-13	\$697,500	Award a five-year contract with McGriff Insurance Service, Inc. to serve as the Port Authority's Property and Casualty Insurance Broker of Record
2021-0525-14		Approve staff's selection of twenty-six investment banking and debt underwriting firms from which to select teams to assist with the Port Authority's future debt financing requirements over the next five years
		Infrastructure
2021-0525-15		Chairman Campo recognized Mr. Heidt to provide a report of selected Infrastructure Division agenda items
2021-0525-16	\$1,095,381	Approve staff's ranking of vendors and award a professional services contract for the planning and design for reconstruction of 87 acres of container yards at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, AECOM Technical Services, Inc.; second, Hatch Associates Consultants, Inc.; and third, RPS Group Port Commission adopted the staff-recommended ranking and authorized award
2021-0525-17	\$1,116,275	Approve staff's ranking of vendors and award a professional services contract for the design for the rehabilitation of Wharves 4, 5, and 6 at Barbours Cut Terminal to the top-ranked proposers: staff ranking – first, Hatch Associates Consultants, Inc.; second, Jacobs Engineering Group, Inc.; and third, AECOM Technical Services, Inc. Port Commission adopted the staff-recommended ranking and authorized award

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2021-0525-18	\$498,300	Approve staff's ranking of vendors and award a professional services contract for the 2021 electrical and communications Facility Inspection and Condition Assessment Program at Bayport Container Terminal (FICAP) to the top-ranked proposer: staff ranking – first, Hatch Associates Consultants, Inc.; and second, Jacobs Engineering Group, Inc. Port Commission adopted the staff-recommended ranking and authorized award
2021-0525-19	\$163,514	Amend the professional services contract with HDR Engineering, Inc. to perform additional design services for the management of placement areas at Bayport Container Terminal
2021-0525-20	\$81,322	Approve a change order with Satterfield & Pontikes Construction, Inc. to perform additional work associated with the construction of Container Yard 2 South at Bayport Container Terminal
2021-0525-21	\$5,000,000	Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at the Bayport Container Terminal and Auto Terminal and Barbours Cut Terminal
2021-0525-22	\$2,000,000	Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at Woodhouse Terminal and Sims Terminal
2021-0525-23	\$1,500,000	Enter into a Memorandum of Agreement with the U.S. Army Corps of Engineers for maintenance dredging of berths at the Jacintoport Terminal and CARE Terminal
2021-0525-24		Approve renewal of the following expiring Port Authority licenses for new ten-year terms: Air Products, LLC, Chevron Phillips Chemical Company LP, City of Galena Park, Enterprise Products Operating LLC, Equistar Chemicals, LP, Ethyl Corporation, INEOS Chocolate Bayou Pipeline, LLC, Lone Star NGL Mont Belvieu LP, Targa Downstream LLC, and Valero Refining-Texas, LP
2021-0525-25		Issue a pipeline license to Intercontinental Terminals Company LLC for one 12-inch methanol pipeline under and

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		across the Port Terminal Railroad Association's Southside Mainline railroad right-of-way
2021-0525-26		Issue a pipeline license to Pasadena Performance Products, LLC for one 8-inch NGL pipeline under and across the Port Terminal Railroad Association's Pasadena Cut-Off railroad right-of-way
2021-0525-27		Issue a transmission line license to Southwestern Bell Telephone Company for one fiber optic cable over and along the road at Sims Bayou
2021-0525-28		Issue a private road-rail grade crossing license to Watco Companies, LLC over the Northside Mainline railroad right-of-way near Greensport
2021-0525-29		Amend a pipeline license issued to Enterprise TE Products Pipeline Company LLC to remove the existing pipeline and relocate a new pipeline adjacent to the original location and to a greater depth across Cedar Bayou
2021-0525-30		Amend an open drainage channel (ditch) license agreement with PCI Nitrogen, LLC to extend the term for an additional ten years for the continued use of a concrete splash pad near the Southside Mainline railroad right-of-way
Operations		
2021-0525-31		Chairman Campo recognized Mr. Heidt to provide a report of selected Operations Division agenda items
2021-0525-32	\$350,000	Award a three-year contract to Home Depot U.S.A., Inc. for the purchase of miscellaneous hardware and construction supplies for Barbours Cut Terminal, Bayport Container Terminal, and Turning Basin Terminal, using the U.S. Communities Government Purchasing Alliance
2021-0525-33	\$110,000	Issue a purchase order to Altec Industries, Inc. for purchase of an articulating telescopic aerial device "bucket truck", using a Sourcewell cooperative purchase program contract
2021-0525-34	\$101,000	Issue a purchase order to Rush Bus Centers for the purchase of one 26-passenger bus for Bayport Container Terminal, using the Houston-Galveston Area Council Cooperative Purchase Program

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2021-0525-35	\$92,500	Issue a purchase order to Caldwell Country Chevrolet for purchase of two Chevy 4500 heavy duty cargo trucks for Barbours Cut Terminal, using Local Government Purchasing Cooperative's BuyBoard, a cooperative purchase program

People

2021-0525-36		Chairman Campo recognized Mr. Heidt to provide a report of selected People Division agenda items
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2021-0525-37	\$75,000	Renew a five-year contract with PayFactors Group LLC, for compensation technology software and data management, at \$15,000 per year
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Port Security and Emergency Operations (no items)

Technology

2021-0525-38		Chairman Campo recognized Mr. Heidt to provide a report of selected Technology Division agenda items
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2021-0525-39	\$80,000	Approve a purchase order to HP, Inc. for purchase of laptops and associated peripherals for the first phase of telecommuters coming back on site, using the Texas Department of Information Resources' cooperative purchase program
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Recess Open Meeting and Convene Executive Session

Reconvene Open Meeting

2021-0525-40		Authorize the Port Authority to amend the agreements for legal services with (a) Best Best & Krieger LLP, and (b) Lynette Fons 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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