

MISSISSIPPI PORT AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

May 26, 2016

Minutes of the Mississippi State Port Authority Board of Commissioners Meeting,
Thursday, May 26, 2016, 2510 14th Street, Suite 1500, Gulfport, Mississippi at which the
following Commissioners and staff were present:

Commissioners: E.J. Roberts, President
Robert J. Knesal, Vice-President
James C. Simpson, Jr., Secretary
Jack Norris, Commissioner

Staff: Jonathan Daniels, Executive Director/CEO
Matthew Wypyski, Chief Operating Officer
John Webb, Director of Engineering
Mel Arsenault, Director of External Affairs
Mary Bourdin, Director of Finance
Carlos Bell, Director of Public Engagement
Dale Waltman, Director of Operations
Nick Foto, Deputy Program Manager
Kim Aguillard, Media & Marketing Manager
Shawn Meyer, Deputy Operations Director
Chuck Graham, Crane Manager

Ben Stone, Legal Counsel
David Duhe, Legal Counsel

Others: Duane Wilson, Chemours
Phillip Carter, MDA
Randall Love, T.L. Wallace
Mark Schloegel, Stewart Sneed Hewes
Casey McConnell, YAJV
Richie Ashley, Neel-Schaffer
Robert Boone, RLB, LLC
Michael Sheely, CH2MHill
Damon Torricelli, Neel-Schaffer, Inc.
Lillian Jenkins, Horne
Kim Herndon, YAJV
Violetta Cisotto, Digital Engineering
Kym Davis, YAJV
Maurice Manuel, YAJV
Bob Burns, CH2MHill
John Coughlin, YAJV
Hugh Sutherland, L&A Contracting
Cindy Lamb, Pickering
David Matthews, T.L. Wallace
Cathy Beeding, Island View
Austin Morgan, T.L. Wallace
Brian Smith, Watkins & Eager
Gloria Lizon, Mayer Electric Supply

Darius Johnson, ILA
 Howard Page, Steps Coalition
 Mark McDaniel, YAJV
 Danielle Thomas, YAJV
 Brian Deschamp, Eustis Engineering
 Chris Williams, BMA
 Dax Alexander, BMA
 John Sneed, SSH
 Truck Casey, Gulfport City Councilman
 Grace Kelly, ACE Contractors, Inc.
 Robin Norris, Ascent Hampton Inn/Home2
 Charlotte Miller, Hampton Inn
 Breanne Williams, Home2
 Kerman Ladner, IBEW

Commissioner Roberts noted the presence of a quorum and called the meeting to order at approximately 8:30 a.m.

The Pledge of Allegiance was led by Commissioner Roberts.

PUBLIC COMMENTS:

Howard Page, Steps Coalition requested the status of jobs for the Restoration Program.

Commissioner Simpson moved to approve the April 20th and May 9th Minutes.
 Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve travel (June 23-27/Daniels to Panama City, FL).
 Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve the disbursements listed below. Commissioner Simpson seconded and the motion was unanimously approved.

DISBURSEMENTS THROUGH MAY 12, 2016
 BILLS FOR THE MONTHS OF APRIL AND MAY 2016 APPROVED AND PAID
 FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
50905	American Assoc. of Port Auth.	Registration Fees/Infrastructure Dev.	975.00
50906	Kentwood Springs	Drinking Water	368.40
50907	AirGas Gulf States	Oxygen Cylinder Rental	34.50
50908	Anytime Portables, LLC	Portable Restroom Services	175.00
50909	AT&T	Telephone Services	1,719.34
50910	Carlos Bell	Travel Expenses	196.80
50911	Bonds Services, Inc.	Janitorial Services	1,450.00
50912	Card Services	Travel Expenses	1,077.20
50913	Card Services	Travel Expenses	526.50
50914	Card Services	Software Maint. Fee/Postage Rate Change	278.95
50915	City of Gulfport	Water	20,057.16
50916	C Spire Wireless	Radio/Cell Phone Services	1,577.02
50917	Express Services, Inc.	Temporary Labor	770.64
50918	Federal Express Corp.	Express Mail Services	217.45
50919	Heather Fountain	Mileage Reimbursement	22.08
50920	Fuelman	Fuel for MSPA Vehicles	658.88
50921	Global Equipment Co., Inc.	Barrier Fence in Dole Yard	307.17
50922	Grainger, Inc.	Maintenance Supplies	763.54
50923	Great Southern Club	Monthly Dues and Business Expenses	438.34

50924	Gulf Coast Business Supply, Inc.	Office Supplies and Toner Cartridges	531.51
50925	Gulfport Yacht Club	Business Expenses	63.55
50926	Harbor Square Parking Garage	Quarterly Parking 14th Floor	2,927.31
50927	Harbor Square Parking Garage	Quarterly Parking - DRD	729.00
50929	MS State Treasurer Fund 3601	Long Distance/Internet/Spam Filtering Svcs.	2,123.47
50930	Jerry's Lawn Mower Sales	Oil for Weed Eaters	65.00
50931	Kalmar USA, Inc.	Repair Parts for Crane #42	1,425.89
50932	Lowe's Home Center, Inc.	Maintenance Supplies	889.56
50933	Maritime Defense Strategy, LLC	Security Training	3,650.00
50934	Mississippi Utilities Supply	Plumbing Supplies	41.00
50935	MS Dept. of Human Services CRDU	Employee Deductions	156.00
50936	Coast Young Professionals	Membership Dues	75.00
50937	MS Power Company	Electricity	53,594.08
50938	MS Pub. Employees Credit Union	Employee Deductions	320.00
50939	MSPA Petty Cash Fund	Replenish Petty Cash	26.72
50940	MS State Tax Commission	Employee Deductions	10,209.00
50941	Paul Neumaier	Reimburse for TWIC Card	128.00
50942	Office Furniture Solutions, Inc.	Storage Cabinet	332.64
50943	Ports America, Inc.	Crane Maint./Draying Dole & Crowley	25,681.87
50944	Redd Pest Solutions	Pest Control Services	271.00
50945	Rose Office Systems, Inc.	Construction Trailer Rentals	3,031.00
50946	Schweinitz Enterprises	Ad for Crane Technician	600.00
50947	Southern Printing & Silkscreen	Precious Cargo Tickets	86.40
50948	Southern Admin. and Benefits	Monthly Service Fee	200.00
50949	SSA Gulf	Rental of Manlift	4,500.00
50950	Stewart Sneed Hewes, Inc.	FY 2016 Commercial Auto Insurance	2,202.00
50951	The Sun Herald	Advertising	3,999.27
50952	Sam Sutton	Coins for The Blessing of the Cranes	2,106.00
50953	Swetman Security Services, Inc.	Security Guard Services	70,052.36
50954	Terex Global GmbH	Repair Parts for Cranes	6,021.73
50955	The Focus Group	Promote Arrival of the New Cranes	7,813.24
50956	Tony's Brick Oven Pizzeria	Community Outreach/Gaston Point Visit	168.07
50957	WalMart Community	Community Outreach/Workshops	79.30
50958	Dale Waltman	Business Expenses	286.88
50959	Waste Management	Waste Removal Services	552.30
50960	WXXV TV	April Web Camera Lease	1,200.00
CHECKS DATED 4/27/16 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
50883	Guardian	Employee Dental Deductions	1,228.58
50884	Morpho Trust USA	Romy Simpson TWIC Card	128.00
50885	Vision Service Plan	Employee Deductions	248.49
CHECKS DATED 5/9/16 AND RELEASED PRIOR TO SCHEDULED CHECK RUN			
50888	Jonathan Daniels	Travel Expenses	208.98
50890	Green Marine Mngmt. Corp.	Membership Dues	5,384.00
TRANSFERS			
04/27/16	Federal Tax Deposit	Payroll Tax Deposit	26,404.82
05/03/16	Public Employment Retirement	Retirement Match and Withheld	70,141.52
Total			\$ 341,497.51

FINAL CHECKLIST FOR MAY 26, 2016

BILLS FOR THE MONTHS OF MAY AND JUNE 2016 APPROVED AND PAID
FROM THE GROSS REVENUE FUND OF THE MS STATE PORT AUTHORITY AT GULFPORT

CHK#	VENDOR	DESCRIPTION	CHK AMT
50961	Kentwood Springs	Drinking Water and Sqwinchers	569.45
50962	AFLAC	Employee Deductions	1,490.71
50963	Kim Aguiard	Reimbursement for Supplies for Blessing	135.55

50964	Biloxi Screen Print	Shirts for the Blessing of the Cranes	594.45
50965	City of Moss Point	Sponsorship for 115th City Anniversary	500.00
50966	Jonathan Daniels	Travel Expenses	254.15
50967	State School Insurance Fund	Employee Deductions	14,288.22
50968	Dept. of Finance & Admin.	MMRS Charges	147.99
50969	Eagle Energy, Inc.	Diesel, Grease and Oil for Cranes	6,048.09
50970	E Fire	Annual Inspection of Fire Extinguishers	510.20
50971	Federal Express Corp.	Express Mail Services	101.16
50972	First Missionary Baptist Church	Sponsorship for Veteran Stand Down	500.00
50973	Heather Fountain	Mileage Reimbursement	36.78
50974	Fuelman	Fuel for MSPA Vehicles	230.54
50975	Grainger, Inc.	Lights for Forklifts & Part for Crane #42	207.81
50976	Guardian	Employee Deductions	1,258.06
50977	Gulf Coast Business Supply, Inc.	Toner Cartridges and Office Supplies	570.61
50978	Gulf South Customized, Inc.	Spray Liners & Hitches for Transit Vans	1,759.96
50979	Hancock Bank	June Lease for Suites 880 and 1450	19,994.17
50980	Logista	Computer Services and Equipment	3,053.25
50981	Robert J. Knesal	Per Diem	40.00
50982	MS Development Authority	Annual Port Administration Fee	5,000.00
50983	Media Edge Publishing	Advertising	1,699.50
50984	Milner Rental Centers	Tent Rental for Blessing of the Cranes	2,855.00
50985	MS Dept. of Human Services CRDU	Employee Deductions	156.00
50986	MS Pub. Employees Credit Union	Employee Deductions	320.00
50987	MSPA Petty Cash Fund	Replenish Petty Cash	25.46
50988	MS Power Company	Electrical Services for Crowley	785.45
50989	NAACP Gulfport	Sponsorship for 2016 Programs & Events	2,500.00
50990	Jack Norris	Per Diem	80.00
50991	Office Furniture Solutions, Inc.	Office Furniture	4,489.96
50992	Gary Pitcovich	Travel Expenses	1,729.26
50993	Ports America, Inc.	Draying Dole Containers	3,529.30
50994	Legal Shield	Employee Deductions	46.86
50995	Kim Purchner	Mileage Reimbursement	8.64
50996	R.C. Helland Consulting, LLC	Green Marine Verification Services	1,605.88
50997	RJ Young Company, Inc.	Copier Maintenance Agreements	1,889.21
50998	Eluse J. Roberts	Per Diem	80.00
50999	Angela Shortt	Travel Expenses	266.50
51000	James C. Simpson, Jr.	Per Diem	120.00
51001	Southern Printing & Silkscreen	Promotional Items	1,495.00
51002	Terex MHPS Corp.	Labor/Travel Expenses to Repair Crane #42	1,210.20
51003	Trac-Work, Inc	Labor/Materials/Equip. to Repair Derailment	18,349.23
51004	Vision Service Plan	Employee Deductions	273.36
51005	WalMart Community	Food/Supplies for Gaston Point BOOST Visit	103.80
51006	Waste Management	Waste Removal Services	195.00
51007	John Webb	Business Expense	25.21
51008	Matthew Wypyski	TSA Pre-Check	85.00
526161182	Mid-Ship Group, LLC	Demurrage - Nord Ship	40,941.67
TRANSFERS			
5/12/16	Deferred Compensation	Employee Deductions	2,149.17
5/13/16	Federal Tax Deposit	Payroll Tax Deposit	25,874.32
5/13/16	MS Department of Revenue	April Sales Tax Payment	4,748.85
Total			\$ 174,928.98

Commissioner Simpson moved to approve the Port User Licenses, pending receipt of all fees and insurance documents. Commissioner Norris seconded and the motion was unanimously approved.

The following item was approved:

NEW LICENSES:

Vendor: Poboy Investment Group

Commissioner Simpson moved to approve a progress payment to Balch & Bingham for \$47,557.17. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve the following cash requests:

#126 – ZPMC – (\$6,957,669.71).

#127 - Southern Industrial Contractors - (\$2,994,158.64); and RFB, LLC (\$4,675.00) for a total \$2,998,833.64.

Commissioner Simpson seconded and the motion was unanimously approved.

OLD BUSINESS:

Commissioner Simpson moved to approve a three year service agreement with Anytime Portables. The Agreement has a not to exceed amount of \$20,000 annually. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Modification No. 1 to Service Agreement 16-OP-03 with Ports America. Modification No. 1 extends the date to June 30, 2017. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 3 to Contract No. 15-EN-02 with Continental Construction Co. Change Order No. 3 increases the contract by \$40,252.36 with no change in duration. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve the following amendments:

Amendment No. 7 - Contract No. 010-HUD-001 - Neel Schaffer, Inc.
Amendment No. 7 – Contract No. 010-HUD-002 - Thompson Engineering
Amendment No. 7 - Contract No. 010-HUD-003 - QES, Inc.
Amendment No. 7 - Contract No. 010-HUD-007 - Volkert, Inc.
Amendment No. 3 - Contract No. 010-HUD-010 - Michael Baker, Inc.
Amendment No. 4 - Contract No. 010-HUD-011 - Anchor QEA, LLC

All Amendments have time extensions of 365 days with no change in costs. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 4 to Contract No. 010-HUD-013 with Atwell & Gent. Amendment No. 4 has an extension of 365 days and adds \$457,999.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Norris moved to approve the following amendments with Neel Schaffer, Inc. under Contract No. 010-HUD-001:

Amendment No. 1 to Task Order No. 30
Amendment No. 2 to Task Order No. 33
Amendment No. 2 to Task Order No. 36 was tabled

Amendment No. 3 to Task Order No. 37 was tabled

All Amendments have time extensions of 60 days. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Amendment No. 6 to Task Order No. 8 with Thompson Engineering under Contract No. 010-HUD-002. Amendment No. 6 has a time extension of 176 days with no change in cost. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 4 to Task Order No. 6 with Atwell & Gent under Contract No. 010-HUD-013. Amendment No. 4 has a decrease in cost of \$33,052.00 and adds 120 days. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment No. 4 to Task Order No. 10 with Atwell & Gent under Contract No. 010-HUD-013. Amendment No. 4 has a decrease of \$1,120.00 and closes out the task. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Amendment No. 4 to Task Order No. 16 with Anchor QEA, LLC under Contract No. 010-HUD-011. Amendment No. 4 adds 155 days to the task order with no change in costs. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Amendment No. 4 to Task Order No. 18 with Anchor QEA, LLC under Contract No. 010-HUD-011. Amendment No. 4 adds 75 days and adds \$10,000. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal left the room for discussion and action on the next item:

Commissioner Norris moved to approve Amendment No. 1 to Task Order No. 2 with Eley, Guild, Hardy Architects under Contract No. 016-HUD-031. Amendment No. 1 de-obligates \$694,784.45 and closes out the task order. This project was cancelled by MSPA. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal returned.

Commissioner Simpson moved to approve Change Order No. 12 with L&A Contracting under Contract No. 013-HUD-018. Change Order No. 12 increases costs by \$98,415.00 with no change to the completion date. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Change Order No. 8 with Necaie Brothers Construction under Contract No. 015-HUD-026. Change Order No. 8 extends the contract to August 24, 2016 with no change in costs. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Simpson moved to approve Change Order No. 9 with Necaie Brothers Construction under Contract No. 015-HUD-026. Change Order No. 9 increases costs by \$170,000.00 with no change in the completion date. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 2 with Wharton Smith, Inc. under Contract No. 016-HUD-030. Change Order No. 2 increases costs by \$40,942.84 and adds 59 calendar days. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to approve Change Order No. 1 with J.E. Borries under Contract No. 016-HUD-032. Change Order No. 1 increases costs by \$49,831.75 and

adds 30 days. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal moved to award the Gate Truck Scales Project to the low and responsive bidder, J.O. Collins with a not to exceed amount of \$320,000.00. Five bids were received. Commissioner Simpson seconded and the motion was unanimously approved.

NEW BUSINESS:

Items 9A (Neel Schaffer's Task Order No. 42 – Contract 010-HUD-001) and 9C (Atwell & Gent's Task Order No. 14 – Contract 010-HUD-013) were tabled.

Commissioner Knesal moved to approve Task Order No. 13 with Volkert, Inc. under Contract No. 010-HUD-007. Task Order No. 13 has duration of 219 days and a not to exceed amount of \$51,743.52. Commissioner Norris seconded and the motion was unanimously approved.

Commissioner Norris moved to approve Task Order No. 21 with Anchor QEA under Contract No. 010-HUD-013. Task Order No. 21 has duration of 220 calendar days and a not to exceed amount of \$97,600.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal left the room for discussion and action on the next item:

Commissioner Norris moved to approve Task Order No. 3 with Eley, Guild, Hardy Architects under Contract No. 016-HUD-031. Task Order No. 3 has duration of 158 calendar days and a not to exceed amount of \$159,759.00. Commissioner Simpson seconded and the motion was unanimously approved.

Commissioner Knesal returned.

Commissioner Knesal moved to authorize the advertisement for bid the Marine Research Facility Foundation Package. The solicitation will conform to HUD requirements for Section 3 preference and will be a lump sum contract based on unit price items. Commissioner Norris seconded and the motion was unanimously approved.

PORT RESTORATION UPDATE:

Wharton Smith has installed 23 of the 66 piles and more piles are arriving daily.

Necaise Brothers is handling Phase 2 and site work has begun; they are also doing work on the Dole cross dock.

We are seeing progress with SIC as all the piles have been driven.

Also making progress is L&A on the wharf upgrades.

John Webb reported on the status of the Chemours project.

OPERATIONS REPORT:

Matthew Wypyski reported on the maritime activity for April:

Vessels	24		Truck Count	7,462
Tugs	15		Railcar Count	542
Barges	35		TEU's	11,382
Vehicles	4,484		Tonnage (short tons)	132,843

Testing continues on the new gantry cranes.

EXECUTIVE DIRECTOR'S COMMENTS:

The crane blessing was held last week and was a wonderful event that allowed others on site to get an up close and personal view.

We are still under appeal by W.C. Fore and our hearing was held last week. We are waiting for the ruling from the Judge.

The WRDA Bill that was recently passed allocates \$250 million for operations and maintenance dredging.

GENERAL COUNSEL'S COMMENTS:

Ben Stone had no comments.

MDA'S COMMENTS:

Philip Carter stated that 99 jobs have been reported to HUD to date. As for low to moderate income individuals, 56 of those jobs are held by them. More information will be given at the end of the quarter, June 30th. The www.msdisasteryrecovery.com website will be updated as well.

COMMISSIONER COMMENTS:

Commissioner Norris publicly thanked Senator Cochran and his staff for their efforts regarding the WRDA bill and the Strategic Port Designation. They were very creative in ensuring we get funding for our dredging operational and maintenance needs and have worked for the better part of a year on this issue.

Commissioner Simpson commended Director Daniels on his work with the EPA and encourages him to take Commissioner Norris with him to Washington as he is well-versed in the political scenario there.

Commissioner Simpson recognized and welcomed two Harrison County Supervisors – Angel Middleton and Kent Jones.

Commissioner Roberts recently went on a cruise out of the port of Miami and he counted 10 gantry cranes. Our new cranes put Gulfport in a very good position, having that kind of capability. He was fortunate enough to visit with a potential tenant and this individual said those cranes were a deciding factor as to whether or not they come here...very beneficial.

Commissioner Simpson moved to close the meeting to discuss the need for an Executive Session. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Simpson moved to enter Executive Session to discuss a personnel matter, a legal matter (pending litigation) and a real estate matter (a possible tenant). Commissioner Norris seconded and the motion was unanimously approved.

(THE BOARD OF COMMISSIONERS ENTERED INTO EXECUTIVE SESSION AT APPROXIMATELY 9:55 A.M.)

Commissioner Simpson moved to come out of Executive Session. Commissioner Knesal seconded and the motion was unanimously approved.

Commissioner Roberts stated that no action took place during Executive Session

Commissioner Simpson moved to adjourn. Commissioner Norris seconded and the motion was unanimously approved.

The meeting adjourned at approximately 11:10 a.m.

Approved and Attested



E.J. Roberts
President



James C. Simpson, Jr.
Secretary