



Operations, Safety & Security (OSS) Committee Meeting

Tuesday, September 15, 2026 at 2:15 PM

In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport

This meeting agenda with the agenda packet is posted online at www.portfreeport.com

The meeting will be conducted pursuant to Section 551.127 of the Texas Government Code titled "Videoconference Call." A quorum of the OSS Committee, including the presiding officer, will be present at the Commissioner Meeting Room located at 1100 Cherry Street, Freeport, Texas. The public will be permitted to attend the meeting in person or by videoconference.

Join Zoom Meeting

<https://us02web.zoom.us/j/85953455889?pwd=nxEF26KqF2RgNEg4TBjpUrUwBjyVZN.1>

Meeting ID: 859 5345 5889

Passcode: 677018

- 1. Committee Members: Santos (Chairman), Croft, Kincannon**
- 2. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:**
- 3. Roll Call.**
- 4. Public Comment.**
Public comment on any matter not on this Agenda will be limited to 5 minutes per participant and can be completed in person or by videoconference.
- 5. Public Testimony.**
Public testimony on any item on this Agenda will be limited to 5 minutes per agenda item, per participant and can be completed in person or by videoconference.
- 6. Discussion regarding purchase of Two (2) sets of ABB Drives for Cranes 1 & 2.**
- 7. Discussion regarding purchase of Spare Parts for New STS Gantry Cranes.**
- 8. Discussion regarding Crane 2 Drive Module Refurbishment.**
- 9. Discussion regarding proposals for Operational Risk Assessment related to bunkers.**
- 10. EXECUTIVE SESSION in accordance with Subchapter D of the Open Meetings Act, Texas Government Code Section 551.001, et. seq., to review and consider the following:**

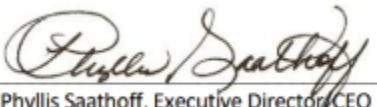
- A. Under authority of Section 551.087 (Economic Development Negotiations or Incentives):
 - 1. To discuss or deliberate commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations.
- B. Under authority of Section 551.076 (Deliberation of Security Matters):
 - 1. Discussion regarding issues related to the deployment, or specific occasions for implementation of security personnel or devices or security audit and services.

11. RECONVENE OPEN SESSION:

12. Adjourn.

The Committee does not anticipate going into a closed session under Chapter 551 of the Texas Government Code at this meeting for any other items on the agenda, however, if necessary, the Committee may go into a closed session as permitted by law regarding any item on the agenda.

With this posted notice, Port Commissioners have been provided certain background information on the above listed agenda items. Copies of this information can be obtained by the public at the Port Administrative offices at 1100 Cherry Street, Freeport, TX.



Phyllis Saathoff, Executive Director/CEO
PORT FREEPORT

Participation is welcomed without regard to race, color, religion, sex, age, national origin, disability or family status. In accordance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, persons with disabilities needing reasonable accommodations to participate in this proceeding, or those requiring language assistance (free of charge) should contact the Executive Assistant no later than forty-eight (48) hours prior to the meeting, at (979) 233-2667, ext. 4326, email: bevers@portfreeport.com.

La participación es bienvenida sin distinción de raza, color, religión, sexo, edad, origen nacional, discapacidad o situación familiar. De acuerdo con el Título II de la Ley de Estadounidenses con Discapacidades y la Sección 504 de la Ley de Rehabilitación, las personas con discapacidades que necesiten adaptaciones razonables para participar en este procedimiento, o aquellas que requieran asistencia lingüística (sin cargo), deben comunicarse con el Asistente Ejecutivo a más tardar cuarenta -ocho (48) horas antes de la reunión, al (979) 233-2667, ext. 4326, correo electrónico: bevers@portfreeport.com.



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MEMORANDUM

TO: Port Commission &
Phyllis Saathoff, CPA/Executive Port Director/CEO

FROM: Jesse Hibbetts, Director of Operations

DATE: September 15, 2026

SUBJECT: Purchase of 2 Sets of 3 ABB Drives for Cranes 1 and 2

The Operations Department is requesting to purchase 2 complete sets of quantity (3) ABB Drives for Cranes 1 & 2 spare parts. As described in our previous budget meetings, these spare parts of ABB drives are at the end of their life cycle and will not be manufactured after FY 2027. These drives are the brains of our cranes and ABB has recommended to us that instead of in the years to come doing an overhaul and updating with new hardware and components to ensure we have enough spare drives in inventory. We are wrapping up Crane 1 drive refurbishment project this 2026 budget year and to move forward with crane 2 being refurbished in FY 2027 budget year. These drives are Original Equipment Manufacturer (OEM) and a sole source.

ABB Filter Module	Qty 1	8 weeks Lead Time	\$25,136.41 x 2 = \$50,272.82
ABB Drive 68685028	Qty 1	8 weeks Lead Time	\$36,246.82 x 2 = \$72,493.64
ABB Drive 68685265	Qty 1	8 weeks Lead Time	\$48,198.32 x 2 = \$96,396.64
			QTY 2 Sets \$219,163.10

PORT COMMISSION

ROB GIESECKE, CHAIRMAN; RUDY SANTOS, VICE CHAIRMAN; KIM KINCANNON, SECRETARY; DAN CROFT, ASST. SECRETARY;
BARBARA FRATILA, COMMISSIONER; RAVI K. SINGHANIA, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO



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MEMORANDUM

TO: Port Commissioners &
Phyllis Saathoff, Executive Director/CEO

FROM: Jesse Hibbetts, Director of Operations

DATE: September 15, 2026

SUBJECT: Spare Parts Purchase for New STS Gantry Cranes

Operations Department is coming to this committee to secure the second round of spare parts for our two new STS Gantry Cranes. These spare parts that are in need to move forward in procuring to meet long lead times and help reduce shipping costs of Original Equipment Manufacturer (OEM) parts. The OEM parts to purchase will be ZPMC, ABB, Bubenzer, Johannes Hubner, and JR Merritt spares. Operations went before the OSS Committee on February 20, 2025, for approval to proceed with the plan to move forward in purchasing spares in the amount NOT TO EXCEED \$800,000.00 which will include freight, tariffs, shipping costs, etc. The total amount needed to acquire all the spares that are relevant was a total of 1.6 million. It was agreed to divide that up over the course of 2 budget cycles. We have spent the 2026 budgeted money on spares and The Port's Capital Budget has \$800,000 allocated for new crane spare parts in 2027. Once the official budget becomes adopted, I would like to take this to the full board for approval so that Don can start the ordering process come October 2027 start of our new fiscal year.

PORT COMMISSION

RAVI K. SINGHANIA, CHAIRMAN; ROB GIESECKE, VICE CHAIRMAN; BARBARA FRATILA, SECRETARY; KIM KINCANNON, ASST. SECRETARY;
DAN CROFT, COMMISSIONER; RUDY SANTOS, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO



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MEMORANDUM

TO: Port Commission &
Executive Director/CEO

FROM: Director of Operations

DATE: September 15, 2026

SUBJECT: Drive Module Refurbishment Crane 2

The Operations Department is requesting approval for the Drive Module Refurbishment of Crane 2. Staff presented this during the budget process and the budget workshop. ABB will hold their pricing for one year or until May 2027. There is a total of 10 modules for Crane 2, and we will ship 2 modules at a time to ABB's facility here in the United States. Once the 2 modules have been refurbished and shipped back to Port Freeport, we will then ship another 2 modules to ABB and continue the process until all 10 modules have been refurbished. At the September Port Commission Meeting, in 2025, you approved the purchase of 3 spare drives, which gave us the flexibility to handle this project all while keeping Crane 2 operational for our customers. The drive modules are proprietary to ABB and sole source.

QTY 4 ABB ACS800-104-0610-5+V991

Cost: \$23,044.61/each
Total: \$92,178.44 for all 4

QTY 6 ABB ACS800-104-0460-5+V991

Cost: \$17,012.39/each
Total: \$102,074.34 for all 6

FY 2027 Budget of \$195,000

Total Project Cost: \$194,252.78

The plan is to refurbish Crane 2 this coming budget year in FY 2027.

PORT COMMISSION

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BARBARA FRATILA, COMMISSIONER; RAVI K. SINGHANIA, COMMISSIONER; PHYLLIS SAATHOFF, EXECUTIVE DIRECTOR/CEO