

MINUTES

HOUSTON FIRST CORPORATION

OPERATIONS COMMITTEE MEETING

June 13, 2023 – 2:00 P.M.

Partnership Tower, 701 Avenida de las Americas, Suite 200

Houston, Texas 77010

HOUSTON FIRST BOARD ROOM

The Operations Committee (“Committee”) of Houston First Corporation (the “Corporation” or “HFC”), a Texas local corporation created and organized by the City of Houston as a local government corporation pursuant to TEX. TRANSP. CODE ANN. §431.101 et seq. and TEX LOC. GOV’T. CODE ANN. §394.001 et seq., held a meeting at Partnership Tower, 701 Avenida de las Americas, Suite 200, Houston, Harris County, Texas 77010 on Tuesday, June 13th, 2023, commencing at 2:00 p.m.

Written notice of the meeting including the date, hour, place, and agenda for the meeting was posted in accordance with the Texas Open Meetings Act.

The following Committee Members participated in the meeting: Desrye Morgan (Chair), Elizabeth Brock, and Alex Brennan-Martin.

- I. **Call to Order.** Desrye Morgan, Committee Chair, called the meeting to order at 2:07 p.m. and a quorum was established.
- II. **Public Comments.** None
- III. **Review and approval of minutes from prior meeting.** Following a duly seconded motion, the April 18th, 2023, minutes were approved as presented.
- IV. **Committee Business.**
 - A. **Consideration and possible recommendation of a Commercial Waste Removal and Recycling Services Agreement between Houston First Corporation and Republic Services of Houston.**

Frank Wilson, Chief Financial Officer, explained that HFC’s solicitation process began on April 7th, 2023, when it issued a Request for Proposals (“RFP”) and advertised the RFP from April 7th through April 11th in the Houston Business Journal, Houston Defender, Southern Chinese Daily News, and the State of Texas Website. He added that HFC held a pre-proposal meeting and site visits in early May 2023 and that the RFP submission deadline was May 23rd, 2023. Correspondingly, Mr. Wilson indicated HFC’s Selection Committee met on June 6th, 2023, to review and select a proposer.

Mr. Wilson reported that Republic Services of Houston ("Republic") was the RFP's top proposer with an annual fee of \$207,377.52. He explained HFC's management recommended Republic for its commercial waste removal and recycling services and that Republic was HFC's current commercial waste services provider. According to Mr. Wilson, Republic's other clients included Clutch City Sports/Toyota Center, Bayou Processing, Northshore ISD, and Klein ISD. Mr. Wilson noted Republic's diversity partner, XD Ventures, was a City of Houston Disadvantaged Business Enterprise certified company with a 10% diversity goal.

Following a duly seconded motion, a Commercial Waste Removal and Recycling Services Agreement between Houston First Corporation and Republic Services of Houston was approved.

V. **Adjourn.** The meeting adjourned at 2:17 p.m.