

## AGENDA

Port Freeport  
Website Redesign Ad Hoc Committee  
Special Meeting  
Tuesday, April 30, 2024, 4:00 pm - 5:00 pm  
In Person & Videoconference - Administration Building - 1100 Cherry Street - Freeport

This meeting agenda with the agenda packet is posted online at [www.portfreeport.com](http://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 Website Redesign Ad Hoc 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. The videoconference is available online as follows:

### Join Zoom Meeting

<https://us02web.zoom.us/j/89058977106?pwd=dmtlMNVOMjNnQWt1QmZrbEpYRjllZz09>

Meeting ID: 890 5897 7106

Passcode: 547193

Dial by your location

• 1 346 248 7799 US (Houston)

Meeting ID: 890 5897 7106

Find your local number: <https://us02web.zoom.us/j/kcQjWbOWQ>

1. Committee Members: Fratila, Giesecke, 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 to be addressed per participant and can be completed in person or by videoconference. The participant shall identify in advance the specific agenda item or items to be addressed)
6. Review of Request for Proposals received for Website Redesign.
7. 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.



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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](mailto: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](mailto:bevers@portfreeport.com).



1100 CHERRY ST. • FREEPORT, TX 77541  
(979) 233-2667 • 1 (800) 362-5743 • FAX: (979) 373-0023  
[WWW.PORTFREEPORT.COM](http://WWW.PORTFREEPORT.COM)

**TO:** Executive Director/CEO  
Port Freeport Commissioners  
Legal Counsel

**FROM:** Sales and Marketing Specialist and  
Director of Business and Economic Development

**DATE:** April 30, 2024

**SUBJECT:** RFP for Website Redevelopment

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This meeting is to review the proposals received for the Port Freeport website redevelopment from the following Firms:

Acuta Digital  
BlueByrd  
Fastspot  
Hot Dog Marketing  
KitelyTech  
Paper Tiger  
RWS

[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