



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, OCTOBER 9, 2012**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, October 9, 2012 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair Dale Murphy called the meeting to order at 4:01 p.m.

Commission Members in Attendance:

Dale Murphy, Chair
Steven Hart, Vice Chair
D'Ann Johnson, Secretary
George Farris
James Kelsey
Ernest Saulmon

Commission Members Absent:

Rose Marie Klee

Staff in Attendance:

Susana Carbajal
Dave Arthur
Kellye Mireles
Robert Hengst
Perla Compton
Chris Carter
Donnell January
Mike Robinson
Stephanie Tucker
Delma Alvarez
Monica Castillo
Janice White
Michelle Moheet
Karen Devane
Hope Reyes
Anna Trejo
Aaron Zwahr

Others Present:

Chris Coons, RW Armstrong
Brandin Lea, Army Aviation/CWS
Bob O’Neill, Pfeffer Development
Nate Granger, RS&H
Jeannie Wiquinton, CDM Smith
Brian Clark, Austin Commercial

1. CITIZENS COMMUNICATIONS: GENERAL

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of September 11, 2012 were approved on Vice Chair Steven Hart’s motion, Commission Member Ernest Saulmon’s second on a 5-0 vote. Commission Members James Kelsey and Rose Marie Klee were absent.

3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS

- d) Consolidated Rental Car Facility (CONRAC) Presentation was presented by Janice White, Project Manager, Aviation Department and Brian Clark, Austin Commercial. The presentation showed the drawings and animation of the new facility.
- a) Planning & Engineering Capital Improvement Project Monthly Status Report was presented by Robert Hengst, Manager, Engineering & Construction, Aviation Department.
- b) Finance & Operations Reports for Fiscal Year 2012 to date was presented by Dave Arthur, Assistant Director, Aviation Department.
- c) Ground Transportation Service Area (GTSA) Transactions Report for September 2012 was presented by Perla Compton, Grounds Transportation Manager, Aviation Department. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	SEPTEMBER 2012	SEPTEMBER 2011	% Increase/(decrease)
TAXICAB	23,691	30,139	(21.4%)
LIMOUSINE	2,601	2,261	15.0%
HOTEL SHUTTLE	3,512	2,835	23.6%
OTHER SHUTTLE	472	420	12.4%
CHARTER BUS	43	38	13.2%
OVERALL TOTAL	30,319	35,693	1.3%

5. NEW BUSINESS

- a) Discussion of Formula One preparation by Department of Aviation. Stephanie Tucker, Properties Manager, Aviations Department, gave a presentation of airport activities to prepare for Formula 1 and other races being held at Circuit of the Americas (COTA).

4. ACTION ITEMS

- a) Elect Officers: Chair, Vice-Chair, and Secretary.

The motion to nominate Dale Murphy as Chair was approved on Vice Chair Steven Hart's motion, Secretary D'Ann Johnson's second on a 4-0-1 vote.

The motion to nominate Steven Hart as Vice Chair was approved on Secretary D'Ann Johnson's motion, Commission Member Ernest Saulmon's second on a 4-0-1 vote.

The motion to nominate D'Ann Johnson as Secretary was approved on Chair Dale Murphy's motion, Vice Chair Steven Hart's second on a 4-0-1 vote.

Commission Members James Kelsey and Rose Marie Klee were absent.

- b) Vote on recommendation to City Council regarding the following:
 - i. Authorize award and execution of a 36-month requirements service contract with **LEIF JOHNSON FORD**, to provide repair services for Ford light-duty vehicles for the Aviation Department in an estimated amount not to exceed \$60,780, with three 12-month extension options in estimated amounts not to exceed \$20,260 for each extension option, for a total estimated contract amount not to exceed \$121,560.

The motion authorizing action item 4bi was approved on Secretary D'Ann Johnson's motion, Vice Chair Steven Hart's second on a 5-0 vote. Commission Members James Kelsey and Rose Marie Klee were absent.

- ii. Authorize award and execution of a 7-month requirements supply contract through the Texas Local Government Purchasing Cooperative (BuyBoard) with **STAPLES CONTRACT AND COMMERCIAL, INC.**, for the purchase of office supplies in an amount not to exceed \$1,516,667.

The motion authorizing action item 4bii was approved on Secretary D'Ann Johnson's motion, Vice Chair Steven Hart's second on a 5-0 vote. Commission Members James Kelsey and Rose Marie Klee were absent.

Commission Member James Kelsey arrived at 4:56 PM.

- iii. Authorize negotiation and execution of a Design-Build Agreement with **HENSEL PHELPS CONSTRUCTION COMPANY** for the Austin-Bergstrom International Airport (ABIA) Terminal East Infill Project with funding for preliminary design phase services in an amount not to exceed \$6,000,000.00, plus a \$300,000 contingency for a total contract amount not to exceed \$6,300,000.

The motion authorizing action item 4biii was approved on Commission Member Ernest Saulmon's motion, Commission Member George Farris' second on a 6-0 vote. Commission Member Rose Marie Klee was absent.

- iv. Authorize award and execution of a 36-month requirements supply contract with **TRANSNORM SYSTEMS, INC.**, to provide replacement parts for the Transnorm power-turn conveyor belt system located at the Austin Bergstrom International Airport (ABIA), in an estimated amount not to exceed \$825,000, with three 12-month extension options in an estimated amount not to exceed \$275,000 per extension option, for a total estimated contract amount not to exceed \$1,650,000.

The motion authorizing action item 4biv was approved on Vice Chair Steven Hart's motion, Commission Member Ernest Saulmon's second on a 6-0 vote. Commission Member Rose Marie Klee was absent.

- v. Approve a resolution authorizing acceptance of grants from the Federal Aviation Administration, the Department of Homeland Security, and other agencies of the United States Government in an amount not to exceed \$30,000,000 to the City of Austin, Department of Aviation, for Austin-Bergstrom International Airport for Fiscal Year 2012-2013.

The motion authorizing action item 4bv was approved on Vice Chair Steven Hart's motion, Commission Member James Kelsey's second on a 6-0 vote. Commission Member Rose Marie Klee was absent.

6. OLD BUSINESS (updates)

- a) Status of action items upon which the Commission has made a recommendation to Council. *(Please note the progress of the following items)*

Approve execution of a 36-month requirements service agreement with **AAA FIRE & SAFETY EQUIPMENT CO., INC.**, for the maintenance, inspection, repair and replacement of fire extinguishers in an amount not to exceed \$375,750 with three 12-month extension options in an amount not to exceed \$125,250 per extension option, for a total agreement amount not to exceed \$751,500. *[Item scheduled to go before City Council on October 11, 2012.]*

Authorize award and execution of various supply and service contracts during the Fiscal Year 2012-2013 through the **STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR)** cooperative purchasing program, for the purchase of computer, telephone, and network hardware and related maintenance services in an estimated amount not to exceed \$25,164,104. *[Item went before City Council on September 27, 2012 and passed.]*

Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **HONG XING, INC.** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a Chinese food restaurant, kiosk, and food and wine bar in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item scheduled to go before City Council on October 11, 2012.]*

Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **KNOT ANYMORE, LLC** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a chair and foot massage therapy place in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item scheduled to go before City Council on October 11, 2012.]*

Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **LONE STAR DREAMS, INC. D/B/A AUNTIE ANNE'S** to extend the term, require renovations, and modify other lease terms for the operation of a pretzel concession in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item scheduled to go before City Council on October 11, 2012.]*

Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **BRAZOS CONCESSION COMPANY/SALT LICK JOINT VENTURE** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of restaurants and retail stores in the Austin-Bergstrom International Airport (ABIA) terminal. *[Item scheduled to go before City Council on October 11, 2012.]*

7. CONFIRM MEETING DATE AND PLACE AGENDA ITEMS FOR NEXT COMMISSION MEETING

8. ADJOURNMENT

Motion to adjourn the meeting was made by Vice Chair Steven Hart, Commission Member Ernest Saulmon's second on a 6-0 vote. Meeting was adjourned at 5:18 p.m.

Date of next meeting: November 13, 2012