



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, JUNE 11, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, June 11, 2013 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair, Dale Murphy called the meeting to order at 5:00 p.m.

Commission Members in Attendance:

Dale Murphy, Chair
Steven Hart, Vice Chair
Ernest Saulmon
James Kelsey
Rose Marie Klee

Commission Members Absent:

D'Ann Johnson, Secretary
George Farris

Staff in Attendance:

Susana Carbajal
Dave Arthur
Kellye Mireles
Jennifer Williams
Robert Hengst
Michelle Moheet
Matt Coldwell
Francisco Garza
Yolanda Tovar
Stephanie Tucker
Richard Chaney

Others Present:

Chris Coons, RW Armstrong
Karon Wiedemann, Garver
Bryan Martin, BGE
Ben Ellinor, COA Budget Office
Nate Granger, RS&H
Dorian French, BGE

1. CITIZENS COMMUNICATIONS: GENERAL

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of May 14, 2013 were approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 4-0 vote with the following changes:

Others Present:

John Fuller, AECOM

Vice Chair Steven Hart, Secretary D'Ann Johnson and Commission Member George Farris were absent.

3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS

- a) Planning & Engineering Capital Improvement Project Monthly Status Report was presented by Robert Hengst, Project Management Supervisor, Aviation Department. Robert Hengst showed two of the salvaged, restroom art tiles made by Cera-Mix studio. Salvaging the tiles for future re-installation is a contract requirement.
- b) Airport Tenant Updates was presented by Stephanie Tucker, Tenant Division Manager, Aviation Department.
- c) Finance & Operations Reports for Fiscal Year 2013 to date was presented by Dave Arthur, Assistant Director, Aviation Department.
- d) Ground Transportation Staging Area (GTSA) Transactions Report for May 2013 was presented by Susana Carbajal, Senior Attorney, Aviation Department. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	MAY 2013	MAY 2012	% Increase/(decrease)
TAXICAB	29,767	25,988	14.5%
LIMOUSINE	3,404	2,706	25.8%
HOTEL SHUTTLE	3,532	3,610	(-2.2%)
OTHER SHUTTLE	492	453	8.6%
CHARTER BUS	117	39	200.0%
OVERALL TOTAL	37,312	32,796	13.8%

4. ACTION ITEMS

a) Vote on recommendation to City Council regarding the following:

i. Fiscal Year 2013-2014 Operating Budget for Aviation Department.

The motion authorizing action item 4ai was postponed until the July meeting on Commission Member Rose Marie Klee's motion, Commission Member James Kelsey's second on a 4-0 vote. Vice Chair Steven Hart, Secretary D'Ann Johnson, and Commission Member George Farris were absent.

ii. Authorize execution of a construction contract with **MID-STATE PLUMBING & MECHANICAL, INC.**, (WBE/FW-39.43%) for ABIA Terminal Fire Protection Improvements - Phase 2, in the amount of \$2,878,000 plus a \$287,800 contingency, for a total contract amount not to exceed \$3,165,800.

The motion authorizing action item 4aii was approved on Commission Member Rose Marie Klee's motion, Commission Member Ernest Saulmon's second on a 4-0 vote. Vice Chair Steven Hart, Secretary D'Ann Johnson, and Commission Member George Farris were absent.

Vice Chair Steven Hart arrived at the meeting.

iii. Authorize award and execution of a contract through the Texas Local Government Purchasing Cooperative (BuyBoard) with PHILPOTT MOTORS, LTD., for the purchase of 38 medium-duty vehicles in an amount not to exceed \$2,103,767.81.

The motion authorizing action item 4aiii was approved on Commission Member James Kelsey's motion, Commission Member Rose Marie Klee's second on a 5-0 vote. Secretary D'Ann Johnson and Commission Member George Farris were absent.

iv. Authorize negotiation and execution of a professional services agreement with BROWN & GAY ENGINEERS, INC., (staff recommendation) or one of the other qualified responders to RFQ Solicitation No. CLMP127, to provide engineering services for the ABIA Stormwater Drainage Improvements in an amount not to exceed \$2,500,000.00.

The motion authorizing action item 4aiv was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 3-0-2 vote. Chair Dale Murphy and Commission Member Rose Marie Klee abstained from the vote. Secretary D'Ann Johnson and Commission Member George Farris were absent.

v. Authorize negotiation and execution of a 36-month rewards program administration agreement with THANKS AGAIN, LLC to provide an airport centered loyalty/rewards program with estimated monthly program fees of \$5,000 per month, for a total contract amount not to exceed \$180,000.

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

- vi. Authorize award, negotiation and execution of a 4-month service contract with ELECTRONIC DATA, INC. (EDI), for software maintenance enhanced support for The Department of Aviation Tivoli Maximo Asset Management version 7.1 software, IBM Tivoli BIRT Reporting, EDI SuiteReq software modules and EDI PART 139 for Airport Operations mandated security procedures reporting requirements in an estimated amount not to exceed \$9,667, with two 12-month extension options in an amount not to exceed \$33,500 per extension option, for a total contract amount not to exceed \$76,667.

The motion authorizing action item 4avi was approved on Commission Member Rose Marie Klee's motion, Commission Member Ernest Saulmon's second on a 5-0 vote. Secretary D'Ann Johnson and Commission Member George Farris were absent.

5. NEW BUSINESS

- a) AAAC participation in the artist selection process for the Airport Terminal Infill project artwork. Matt Coldwell, Art Coordinator, Aviation Department, asked the AAAC members to serve as advisors for the artist selection process for the following projects on the following dates:
 - July 09, 2013: Spirit of Austin Lane / Cell Phone lot (one round)
 - July 15: Infill Project Artist Selection (first Round)
 - July 29: Infill Project Artist Interviews

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)*

Set a public hearing to consider an ordinance amending **TITLE 13** of the city code relating to heli-facilities. (Suggested date and time: June 6th, 2013 4:00 p.m. at Austin City Hall, 301 W. Second Street, Austin, TX) *[Item went before City Council on May 23, 2013 and passed.]*

Conduct a public hearing and consider an ordinance amending **TITLE 13** of the city code relating to heli-facilities. *[Item is scheduled to go before City Council on June 20, 2013.]*

Authorize negotiation, award, and execution of a 60-month services requirements contract with **SAFETY SOLUTIONS INC.**, or one of the other qualified offerors to RFP JSD0134 for the Construction Safety Management services of the Rolling Owner Controlled Insurance Program (ROCIP VI) for the Human Resources Department, for a total estimated amount of \$395,000. *[Item went before City Council on May 23, 2013 and passed.]*

Authorize negotiation and execution of an amendment to the lease and hangar facility development agreement with **ASCEND AUS, LLC** to require the Department of Aviation to relocate a FAA signal cable, refund tenant a total amount of \$173,804.00, and modify other lease terms consistent with the mediated settlement agreement dated July 17, 2012. *[Item went before City Council on June 6, 2013 and passed.]*

Authorize award, negotiation, and execution of a 36-month requirements service contract with **BARRY CLARK & ASSOCIATES, INC. and CAMPBELL-HILL AVIATION GROUP, LLC**. to provide air service market evaluation and development services in an estimated amount not to exceed \$950,000 each and combined, with three 12-month extension options in an estimated amount not to exceed \$350,000 per option each and combined, for the Aviation Department in an estimated amount not to exceed \$2,000,000 each and combined. *[Item went before City Council on May 23, 2013 and passed.]*

Authorize award, negotiation and execution of a 24-month requirements service contract with **TITUS SYSTEMS, LP** or with the other qualified respondents to RFP BKH0153REBID to provide structured communications cabling services in an amount not to exceed \$6,000,000 with three 12-month extension options in an amount not to exceed \$3,000,000 per option for a total estimated contract amount not to exceed \$15,000,000. *[Item went before City Council on May 23, 2013 and passed.]*

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

Date of next meeting: July 9, 2013

ADJOURNMENT

Motion to adjourn the meeting was made by Commission Member Rose Marie Klee, Vice Chair Steven Hart's second on a 5-0 vote. Secretary D'Ann Johnson and Commission Member George Farris were absent.

Meeting was adjourned at 6:00 p.m.