



**AUSTIN AIRPORT ADVISORY COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, NOVEMBER 12, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, November 12, 2013 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair, Dale Murphy called the meeting to order at 5:01 p.m.

**Commission Members in Attendance:**

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

**Commission Members Absent:**

James Kelsey

**Staff in Attendance:**

Susana Carbajal  
Stephanie Tucker  
Francisco Garza  
Kellye Mireles  
Ghizlane Badawi  
Shane Harbinson  
Joan Ewell  
Robert Hengst  
Dave Arthur  
Mike Robinson  
Michelle Moheet  
Matt Coldwell  
Royce Traywick

**Others Present:**

Chris Coons, KSA  
Byron Chavez, CHA  
Josh Crawford, Garver  
Mary Smith, HRD  
Roberta Byram, HRD  
Amelia Koplos, UT  
Carrie Brown, AIPP Coordinator

**1. CITIZENS COMMUNICATIONS: GENERAL**

None.

**2. APPROVAL OF MINUTES**

**The minutes from the meeting of October 8, 2013 were approved on Secretary D'Ann Johnson's motion, Vice-Chair Ernest Saulmon's second on a 5-0 vote. Commission Member James Kelsey was absent.**

**3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS**

- a) Airport Parking Operation Improvements Presentation was presented by Robert Hengst, Aviation Department.
- b) Airport Tenant Updates was presented by Stephanie Tucker, Aviation Department.
- c) Finance & Operation Reports for Fiscal Year 2013 to date was presented by Dave Arthur, Aviation Department.
- d) Ground Transportation Staging Area (GTSA) Transactions Report for October 2013 was presented by Royce Traywick, Aviation Department.

<b>YEAR TO YEAR COMPARISON</b>			
<b>SERVICE CATEGORY</b>	<b>OCTOBER 2013</b>	<b>OCTOBER 2012</b>	<b>% Increase/(decrease)</b>
TAXICAB	36,009	32,181	11.9%
LIMOUSINE	3,904	3,318	17.7%
HOTEL SHUTTLE	3,419	3,907	(12.5%)
OTHER SHUTTLE	880	494	78.1%
CHARTER BUS	50	19	163.2%
<b>OVERALL TOTAL</b>	<b>44,262</b>	<b>39,919</b>	<b>10.9%</b>

- e) Status of Art in Public Places (AIPP) projects at Airport was presented by Carrie Brown, AIPP coordinator.

#### 4. ACTION ITEMS

- a) Approve 2014 Meeting Schedule.

**The motion authorizing action item 4a was approved on Commission Member George Farris' motion, Commission Member Steven Hart's second on a 5-0 vote with a change to the November 11, 2014 date to November 12, 2014 due to the City of Austin Holiday, Veterans Day. Commission Member James Kelsey was absent.**

- b) Vote on recommendation to City Council regarding the following:

- i) Authorize award and execution of a 36-month requirements service contract with **FUSION SERVICES LTD dba. AUTO GATE; COMPOUND SECURITY SPECIALISTS.** to provide on-site automatic gates maintenance and repair services for various City Departments, in an amount not to exceed \$783,163.86, with three 12-month extension options in an amount not to exceed \$261,054 per extension option, a total contract amount not to exceed \$1,566,327. (28740)

**The motion authorizing action item 4bi was approved on Secretary D'Ann Johnson's motion, Commission Member Steven Hart's second on a 5-0 vote. Commission Member James Kelsey was absent.**

- ii) Authorize award, negotiation and execution of a 36 month requirements service contract with **TEXAS INDUSTRIES for the BLIND and HANDICAPPED, INC. (TIBH)** for temporary personnel services in an estimated amount not to exceed \$1,373,800, with three 12-month extension options in an estimated amount not to exceed \$457,933 per extension option, for a total estimated contract amount not to exceed \$2,747,600. (28735)

**The motion authorizing action item 4bii was approved on Vice Chair Ernest Saulmon's motion, Secretary D'Ann Johnson's second on a 5-0 vote. Commission Member James Kelsey was absent.**

- iii) Authorize award, negotiation, and execution of a 12-month professional service contract with **AIRPORT COUNCIL INTERNATIONAL** to provide measurement of customer satisfaction and benchmarking based on passenger surveys for the Aviation Department in an amount not to exceed \$42,900, with four 12-month extension options in an amount not to exceed \$42,900 per extension option, for a total contract amount not to exceed \$214,500. (28686)

**The motion authorizing action item 4biii was approved on Vice Chair Ernest Saulmon's motion, Commission Member George Farris' second on a 4-0-1 vote. Secretary D'Ann Johnson abstained from the vote and Commission Member James Kelsey was absent.**

- iv) Authorize award, negotiation and execution of a 15-month requirements contract with **AIR TRANSPORT IT SERVICES, INC**, for AirIT's Airport Operational Database, Resource Management System and additional EASE software licenses for expansion of the Shared Use Passenger Processing Systems at Austin-Bergstrom International Airport and the first year of maintenance and support in an amount not to exceed \$1,257,255. (28685)

**The motion authorizing action item 4biv was approved on Secretary D'Ann Johnson's motion, Commission Member Steven Hart's second on a 5-0 vote. Commission Member James Kelsey was absent.**

## **5. NEW BUSINESS**

None.

## **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)*

Authorize award and execution of a 24-month requirements service contract with **OPEN TEXT CORPORATION** to provide electronic conversion of paper-based records for the Aviation Department in an amount of \$500,000. (27812) *[Item went before City Council on October 17, 2013 and passed.]*

Authorize award and execution of a 36-month requirements service agreement with **VOIANCE LANGUAGE SERVICES, LLC**, to provide interpretation services for the Austin Police, Health and Human Services, Aviation, and Building Services Departments in an amount not to exceed \$281,028, with three 12-month extension options in an amount not to exceed \$93,676 per extension option, for a total contract amount not to exceed \$562,056. (28084) *[Item went before City Council on October 17, 2013 and passed.]*

Authorize the use of the Competitive Sealed Proposal method for construction in accordance with Government Code Chapter 2267 Subchapter D on Terminal Area Spalling Improvements at the Austin-Bergstrom International Airport. (27926) *[Item went before City Council on October 24, 2013 and passed.]*

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

**Date of next meeting:** December 10, 2013

## **ADJOURNMENT**

**Motion to adjourn the meeting was made by Commission Member Steven Hart, Vice Chair Ernest Saulmon's second on a 5-0 vote. Commission Member James Kelsey was absent.**

**Meeting was adjourned at 5:54 p.m.**