



**AUSTIN AIRPORT ADVISORY COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, DECEMBER 10, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, December 10, 2013 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair, Dale Murphy called the meeting to order at 5:02 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  
Robert Mercado  
Kellye Mireles  
Shane Harbinson  
Dave Arthur  
Mike Robinson  
Michelle Moheet  
Matt Coldwell  
Perla Compton

**Others Present:**

Chris Coons, KSA  
Carrie Brown, AIPP Coordinator

**1. CITIZENS COMMUNICATIONS: GENERAL**

None.

## 2. APPROVAL OF MINUTES

The minutes from the meeting of November 12, 2013 were approved on Commission Member George Farris' motion, Commission Member Steven Hart'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 Mercado and Shane Harbinson, Aviation Department.
- b) Airport Tenant Updates was presented by Stephanie Tucker, Aviation Department.
- c) Finance & Operation Reports for Fiscal Year 2014 to date was presented by Dave Arthur, Aviation Department.
- d) Ground Transportation Staging Area (GTSA) Transactions Report for November 2013 was presented by Perla Compton, Aviation Department.

<b>YEAR TO YEAR COMPARISON</b>			
<b>SERVICE CATEGORY</b>	<b>NOVEMBER 2013</b>	<b>NOVEMBER 2012</b>	<b>% Increase/(decrease)</b>
TAXICAB	27,896	27,497	1.5%
LIMOUSINE	3,880	3,431	13.1%
HOTEL SHUTTLE	2,992	3,332	(10.2%)
OTHER SHUTTLE	719	472	52.3%
CHARTER BUS	88	38	131.6%
<b>OVERALL TOTAL</b>	<b>35,575</b>	<b>34,770</b>	<b>2.3%</b>

- e) Status of Art in Public Places (AIPP) projects at Airport was presented by Carrie Brown, AIPP coordinator.
- f) Brief summary on the City's living wage policy was presented by Susana Carbajal, Aviation Department.

## 4. ACTION ITEMS

- a) Vote on recommendation to City Council regarding the following:
  - i. Authorize award and execution of a 36-month requirements supply contract with **ADVANCED FILTRATION PRODUCTS, LLC**, to provide air conditioning and heating equipment replacement filters for the Aviation Departments in an amount not to exceed \$38,544, with three 12-month extension options in an amount not to exceed \$12,848 per extension option, a total contract amount not to exceed \$77,088. (29161)

**The motion authorizing action item 4ai was approved on Commission Member Steven Hart's motion, Vice-Chair Ernest Saulmon's second on a 5-0 vote. Commission Member James Kelsey was absent.**

- ii. Authorize ratification of a 24-month requirements contract through the State of Texas Department of Information Resources (DIR) cooperative purchasing program with **SHI**, for a Microsoft Enterprise License Agreement and software assurance in an amount not to exceed \$3,045,393 for Year 1 and \$3,045,393 for year 2 plus a 20% contingency for annual true-up in an amount not to exceed \$1,218,157, for a total contract amount not to exceed \$7,308,943. (29133)

**The motion authorizing action item 4aii 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 negotiation and execution of Amendment No. 4 to a services agreement through the STATE DEPARTMENT OF INFORMATION RESOURCES (DIR) cooperative purchasing program with **TIME WARNER TELECOM**, to add spending authority for the purchase of telecommunications and internet services at the Austin-Bergstrom International Airport in an amount not to exceed \$45,181 for Option 1, \$65,458 for Option 2, \$88,777 for Option 3, and \$115,593 for Option 4, for a total contract amount not to exceed \$815,009. (29120)

**The motion authorizing action item 4aiii was 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.**

## 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 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) *[Item went before City Council on November 21, 2013 and passed.]*

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) *[Item went before City Council on November 21, 2013 and passed.]*

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) *[Item went before City Council on November 21, 2013 and passed.]*

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) *[Item went before City Council on November 21, 2013 and passed.]*

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

**Date of next meeting:** January 14, 2014

**ADJOURNMENT**

**Motion to adjourn the meeting was made by Commission Member Steven Hart, Secretary D'Ann Johnson's second on a 5-0 vote. Commission Member James Kelsey was absent.**

**Meeting was adjourned at 5:55 p.m.**