



Airport Advisory Commission

REGULAR MEETING MINUTES

August 11, 2015

The Airport Advisory Commission convened in a regular meeting on August 11, 2015, at 2716 Spirit of Texas Drive, in Room 174-A in Austin, Texas.

Board Members in Attendance:

Greg Anderson	Mike Rodriguez	Stephanie Trinh
Teddy McDaniel, III	Paul Martin	Ernest Saulmon

Board Members Absent:

Vicky Sepulveda	Luke Legate
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Staff in Attendance:

Susana Carbajal, Jim Smith, Dave Arthur, Dowana Trantham, Francisco "Kiko" Garza, Royce Traywick, Perla Compton, Robert Mercado, Kane Carpenter, Shane Harbinson, Ghizlane Badawi, Janice White, and Jason Zielinski.

Others Present:

Sean Brennan, RS&H
Daniel Meier, Allegiant
Keith Hamsen, Allegiant
John German, MNTB
Barton Drake, Gensler
Josh Crawford, Garver
John King, Chan & Partners
Frank Bishop

Welcome & Call the Meeting to Order:

Susana Carbajal called the meeting to order at 5:15 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES –

a) July 14, 2015

Motion to approve the minutes. Motion made by Paul Martin and seconded by Mike Rodriguez. Motion passed 6-0.

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Finance & Operations Reports for Fiscal Year 2015 to date—presented by Dave Arthur, Department of Aviation.
- b) Planning & Engineering Capital Improvement Project Monthly Status Report—presented by Shane Harbinson, Department of Aviation.
- c) Presentation on the Airport Apron and Terminal Expansion and Improvements Project—presented by Sean Brennan, RS&H Inc.
- d) Airport Tenant Updates—presented by Francisco “Kiko” Garza, Department of Aviation.
- e) Transportation Network Companies (TNCs) Report—presented by Francisco “Kiko” Garza, Department of Aviation.
- f) Ground Transportation Staging Area (GTSA) Transactions Report for July 2015—presented by Perla Compton, Department of Aviation.
- g) Status update on negotiations with Highstar Capital IV, LP to lease up to 30 acres at the airport to improve, maintain, and operate a limited services terminal—presented by Jim Smith, Department of Aviation.

Keith Hamsen, with Allegiant Air, was allotted 3 minutes to speak on this topic.

4. ABIA Action Items

- a) Officer elections.

Motion to appoint Ernest Saulmon as Commission Chair made by Teddy McDaniel, III and seconded by Mike Rodriguez. Motion passed 5-0-1. Commission Member Ernest Saulmon abstained from this vote. (Commission Members Vicky Sepulveda and Luke Legate were absent at this vote.)

Motion to appoint Teddy McDaniel, III as Vice Chair made by Greg Anderson and seconded by Ernest Saulmon. Motion passed 5-0-1. Commission Member Teddy McDaniel, III abstained from this vote. (Commission Members Vicky Sepulveda and Luke Legate were absent at this vote.)

Motion to appoint Stephanie Trinh as Secretary made by Teddy McDaniel, III and seconded by Greg Anderson. Motion passed 5-0-1. Commission Member Stephanie

Trinh abstained from this vote. (Commission Members Vicky Sepulveda and Luke Legate were absent at this vote.)

5. NEW BUSINESS

- a) ABIA tour dates for Commission Members – September 30 and October 29, 2015.
- b) By-laws update for next meeting.

6. OLD BUSINESS

- a) Status of action items upon which the Commission has made a recommendation to Council.

Authorize award and execution of a 36-month requirements service contract with US SECURITY ASSOCIATES, INC., or another qualified offeror to Request For Proposal PAX0123, for security guard services for various City departments in an amount not to exceed \$4,725,000, with three 12-month extension options in an amount not to exceed \$1,600,000 per option, for a total contract amount not to exceed \$9,525,000. **[Item scheduled to go before Council on August 6, 2015.]**

7. FUTURE AGENDA ITEMS

ADJOURNMENT.

Motion to adjourn was made by Paul Martin and seconded by Mike Rodriguez. Motion passed 6-0. (Commission Members Vicky Sepulveda and Luke Legate were absent at this vote.)

Meeting was adjourned at 6:38 p.m.

Date of next meeting: September 8, 2015.

CITY OF AUSTIN
AUSTIN-BERGSTROM INTERNATIONAL AIRPORT
Airport Operating Fund 5070
Income Statement - For Internal Use Only
Fiscal Year to Date for 10 Month(s) ended July 31, 2015

	Amended Budget	Budget Annualized 10 month(s)	Year to Date w/ Encumb	Y-T-D Variance Fav (Unfav)	Y-T-D % Variance Fav (Unfav)
REVENUE					
AIRLINE REVENUE					
Landing Fees	22,169,000.00	18,474,166.67	20,142,668.79	1,668,502.12	9.0%
Terminal Rental & Other Fees	26,458,000.00	22,048,333.33	23,189,070.16	1,140,736.83	5.2%
TOTAL AIRLINE REVENUE	48,627,000.00	40,522,500.00	43,331,738.95	2,809,238.95	6.9%
NON-AIRLINE REVENUE					
Parking	34,714,813.00	28,929,010.83	29,640,864.89	711,854.06	2.5%
Other Concessions	23,926,741.00	19,938,950.84	20,673,229.68	734,278.84	3.7%
Other Rentals and Fees	8,275,851.00	6,896,542.50	6,531,952.28	(364,590.22)	(5.3%)
TOTAL NON-AIRLINE REVENUE	66,917,405.00	55,764,504.17	56,846,046.85	1,081,542.68	1.9%
Interest Income	109,598.00	91,331.67	106,166.84	14,835.17	16.2%
TOTAL REVENUE	115,654,003.00	96,378,335.84	100,283,952.64	3,905,616.80	4.1%
OPERATING REQUIREMENTS					
Fac Mgmt, Ops and Airport Security	43,962,265.00	36,635,220.83	34,205,346.13	2,429,874.70	6.6%
Airport Planning and Development	2,835,659.00	2,363,049.17	1,977,167.95	385,881.22	16.3%
Support Services	15,179,777.00	12,649,814.17	9,892,425.51	2,757,388.66	21.8%
Business Services	11,383,393.00	9,486,160.83	8,500,555.05	985,605.78	10.4%
TOTAL OPERATING EXPENSES	73,361,094.00	61,134,245.00	54,575,494.64	6,558,750.36	10.7%
Debt Service					
GO Debt Service Fund	26,041.00	21,700.83	21,700.83	0.00	0.0%
2013A Revenue Refunding Bonds	1,188,400.00	990,333.34	990,331.98	1.36	0.0%
2013 Prosperity Bank Loan	578,118.00	481,765.00	623,332.98	(141,567.98)	(29.4%)
2014 Bond Issuance	0.00	0.00	1,906.25	(1,906.25)	N/A
2005 Variable rate Notes (Swap)	25,151,220.00	20,959,350.00	20,679,888.49	279,461.51	1.3%
2005 Variable rate Notes Fees	1,501,962.00	1,251,635.00	1,252,686.56	(1,051.56)	(0.1%)
PFC Debt Service Funding	(11,918,172.00)	(9,931,810.00)	(9,797,740.20)	(134,069.80)	(1.3%)
TOTAL Net Debt Service	16,527,569.00	13,772,974.17	13,772,106.89	867.28	0.0%
OTHER REQUIREMENTS					
Workers' Compensation	506,162.00	421,801.67	421,802.00	(0.33)	(0.0%)
Citywide Administrative Support	3,067,776.00	2,556,480.00	2,556,480.00	0.00	0.0%
Communications & Technology Mgmt	1,383,786.00	1,153,155.00	1,153,156.00	(1.00)	(0.0%)
Accrued Payroll	98,113.00	81,760.83	81,760.83	(0.00)	(0.0%)
Liability Reserve	17,000.00	14,166.67	14,166.67	(0.00)	(0.0%)
Operating Reserve	1,266,849.00	1,055,707.50	1,055,707.50	0.00	0.0%
CTECC	144,375.00	120,312.50	120,313.00	(0.50)	(0.0%)
Trunked Radio Allocation	108,526.00	90,438.33	90,436.00	2.33	0.0%
TOTAL OTHER REQUIREMENTS	6,592,587.00	5,493,822.50	5,493,822.00	0.50	0.0%
TOTAL REQUIREMENTS	96,481,250.00	80,401,041.67	73,841,423.53	6,559,618.14	8.2%
EXCESS (DEFICIT) OF TOTAL AVAILABLE FUNDS OVER TOTAL REQUIREMENTS	19,172,753.00	15,977,294.17	26,442,529.11	10,465,234.94	65.5%
ENPLANEMENTS	Passengers	% Inc/(Dec)			
July (Month over Month)	585,478	16.02%			
Year-to-Date	4,794,576	9.51%			

**CITY OF AUSTIN
AUSTIN-BERGSTROM INTERNATIONAL AIRPORT
INCOME STATEMENT COMPARISON THIS YEAR VS. LAST YEAR**

	This month - This Year vs. Last Year				Fiscal YTD - This Year vs. Last Year			
	FY15 (Jul 15) vs FY14 (Jul 14)				FY15 (Oct 14 - Jul 15) vs FY14 (Oct 13 - Jul 14)			
	FY15 Jul-15	FY14 Jul-14	Fav (Unfav) \$ Variance	Fav (Unfav) % Variance	FY15 YTD Jul-15	FY14 YTD Jul-14	Fav (Unfav) \$ Variance	Fav (Unfav) % Variance
Airline Revenue								
Landing Fees	2,283,182.71	2,083,193.00	199,989.71	9.6%	20,142,668.79	18,514,600.00	1,628,068.79	8.8%
Terminal Rental & Other Fees	2,436,787.97	2,057,585.00	379,182.97	18.4%	23,189,070.16	20,022,711.00	3,166,359.16	15.8%
Total Airline Revenue	4,719,950.68	4,140,778.00	579,172.68	14.0%	43,331,738.95	38,537,311.00	4,794,427.95	12.4%
Non-Airline Revenue								
Parking	3,601,160.58	3,190,762.00	410,398.58	12.9%	29,640,864.89	27,652,608.00	1,988,256.89	7.2%
Food/Beverage & Retail	836,046.97	756,485.00	79,561.97	10.5%	7,637,585.81	6,577,533.00	1,060,052.81	16.1%
Rental Car	1,939,804.59	835,428.00	1,104,376.59	132.2%	11,181,905.55	10,232,974.00	948,931.55	9.3%
Advertising	112,287.71	95,730.00	16,557.71	17.3%	1,248,851.33	898,231.00	350,620.33	39.0%
Other Concessions	58,779.66	57,881.00	898.66	1.6%	604,886.99	566,560.00	38,306.99	6.8%
Other Rentals and Fees	678,209.49	600,975.00	77,234.49	12.9%	6,531,952.28	6,227,484.00	304,468.28	4.9%
Total Non-Airline Revenue	7,226,289.00	5,537,261.00	1,689,028.00	30.5%	56,846,046.85	52,155,410.00	4,690,636.85	9.0%
Interest Income	11,838.28	7,003.00	4,835.28	69.0%	106,166.84	86,354.00	19,812.84	22.9%
Total Operating Revenue	11,958,077.96	9,685,042.00	2,273,035.96	23.5%	100,283,952.64	90,779,075.00	9,504,877.64	10.5%
Operating Requirements								
Fac Mgmt, Ops and Airport Security	3,279,702.66	3,180,855.00	(98,847.66)	(3.1%)	34,205,346.13	32,502,941.00	(1,702,405.13)	(5.2%)
Airport Planning and Development	128,479.88	158,356.00	29,876.12	18.9%	1,977,167.95	1,673,666.00	(303,501.95)	(18.1%)
Support Services	825,994.47	957,583.00	131,588.53	13.7%	9,892,425.51	8,889,126.00	(1,003,299.51)	(11.3%)
Business Services	879,168.83	855,255.00	(23,913.83)	(2.8%)	8,500,555.05	8,488,772.00	(11,783.05)	(0.1%)
Total Operating Expense *	5,113,345.84	5,152,049.00	38,703.16	0.8%	54,575,494.64	51,554,505.00	(3,020,989.64)	(5.9%)
Debt Service								
GO Debt Service Fund	2,170.08	2,258.00	87.92	3.9%	21,700.83	22,575.00	874.17	3.9%
2013A Revenue Refunding Bonds	99,033.33	113,815.00	14,781.67	13.0%	990,331.98	1,138,151.00	147,819.02	13.0%
2013 Prosperity Bank Loan	73,333.33	0.00	(73,333.33)	N/A	623,332.98	0.00	(623,332.98)	N/A
2014 Bond Issuance	762.50	0.00	(762.50)	N/A	1,906.25	0.00	(1,906.25)	N/A
2005 Variable rate Notes (Swap)	2,103,751.00	2,056,141.00	(47,610.00)	(2.3%)	20,679,888.49	20,556,652.00	(123,236.49)	(0.6%)
2005 Variable rate Notes Fees	125,693.66	147,980.00	22,286.34	15.1%	1,252,686.56	2,469,729.00	1,217,042.44	49.3%
PFC Debt Service Funding	(995,129.85)	(991,705.00)	3,424.85	0.3%	(9,797,740.20)	(10,336,313.00)	(538,572.80)	(5.2%)
Total Debt Service	1,409,614.05	1,328,489.00	(81,125.05)	(6.1%)	13,772,106.89	13,850,794.00	78,687.11	0.6%
Other Requirements								
Workers' Compensation	42,180.00	38,578.00	(3,602.00)	(9.3%)	421,802.00	385,784.00	(36,018.00)	(9.3%)
Citywide Administrative Support	255,648.00	218,776.00	(36,872.00)	(16.9%)	2,556,480.00	2,187,765.00	(368,715.00)	(16.9%)
Communications & Technology Mgmt	115,315.00	122,079.00	6,764.00	5.5%	1,153,156.00	1,220,786.00	67,630.00	5.5%
Accrued Payroll	8,176.08	10,629.00	2,452.92	23.1%	81,760.83	106,290.00	24,529.17	23.1%
Compensation Adjustment	0.00	2,516.00	2,516.00	100.0%	0.00	16,392.00	16,392.00	100.0%
Operating Reserve	105,570.75	65,298.00	(40,272.75)	(61.7%)	1,055,707.50	652,984.00	(402,723.50)	(61.7%)
CTECC	12,031.00	10,443.00	(1,588.00)	(15.2%)	120,313.00	104,430.00	(15,883.00)	(15.2%)
Trunked Radio Allocation	9,045.00	9,026.00	(19.00)	(0.2%)	90,436.00	90,263.00	(173.00)	(0.2%)
Liability Reserve	1,416.67	1,667.00	250.33	15.0%	14,166.67	16,667.00	2,500.33	15.0%
Total Other Requirements	549,382.50	479,012.00	(70,370.50)	(14.7%)	5,493,822.00	4,781,361.00	(712,461.00)	(14.9%)
Total Requirements	7,072,342.39	6,959,550.00	(112,792.39)	(1.6%)	73,841,423.53	70,186,660.00	(3,654,763.53)	(5.2%)
SURPLUS (DEFICIT) OF TOTAL AVAILABLE FUNDS OVER TOTAL REQUIREMENTS	\$ 4,885,735.57	\$ 2,725,492.00	\$ 2,160,243.57	79.3%	\$ 26,442,529.11	\$ 20,592,415.00	\$ 5,850,114.11	28.4%

* FY 2015 payroll expenses were adjusted to reflect the same number of pay periods as FY2014

PE Monthly Report - Austin Airport Advisory Commission

Project	Subproject	Subproject Manager	Current Subproject Status Info	FDU	Expenses YTD	Spend Plan Amount - Budget - FDU Level - Current Year
5415	ABIA Terminal Electrical Improvements	Stalder, Ricky	Negotiating with the contractor on their proposal.	4910 8107 3168		\$50,000
	ABIA Terminal Area Spalling Improvements	Pirtle, Robert	Restek's Change Order #4 is in the approval process. The Contractor's pre-final pay application (#7) is being held until Restek installs a shrubbery to replace one that was damaged during spall repairs at the baggage level roadway bridge. When this work has been completed, Restek's pay application will be approved. Restek intends to return to complete punchlist work on the roadway joints in August.	4910 8107 3172	\$200,777	\$314,407
	ABIA Terminal Fire Protection Improvements-Phase 2	Pirtle, Robert	The Contractor is substantially complete with all work on the project. Substantial Completion documents for all work zones have been issued. The new SouthTek Nitrogen system has been installed and tested. Punchlist work for the dry pipe system replacement is almost complete. Final Completion is expected to be achieved in late August, 2015.	4910 8107 3176	\$50,085	\$0
	Terminal Improvements 2012	Jones, Burton	No changes.	4911 8107 A176	\$560,994	\$800,000
	Terminal East Infill Project	Jones, Burton	Construction is ongoing. Substantial Completion for the security checkpoints on the Concourse level was achieved on June 12. Back of house for TSA and Customs is scheduled for August. EDS replacements are scheduled to be complete in Jan. of 2016.	4910 8107 3190	\$52,738	\$3,000
				4910 8107 6053	\$25,294	\$25,294
				4911 8107 A190		\$0
				4910 8107 3215	\$46,948	(\$117,027)
				4910 8107 G215	\$2,671,568	\$1,500,000
				4911 8107 A215		\$250,000
				4912 8107 B060	\$388,701	\$400,000
				4912 8107 B215	\$25,838,561	\$26,148,458
	Records Management Implementation	Medici, Joseph	Airport continues to seek out alternatives for continuance of project.	4910 8107 3216	\$34,547	\$50,000
	Terminal Improvements 2013-Phase 8	Smythe-Macaulay, David	A Temporary Certificate of Occupancy was issued for the west end trash chute. Work on the east end trash chute is complete and pending punch list inspection. The fall restraints work is about 60% complete. Remaining work on the fall restraints is pending resolution of existing conflicts.	4910 8107 3244	\$56,965	\$82,113
	Matrix Electrical Room HVAC Improvements	Stalder, Ricky	Reviewed the contractor proposal. Negotiating with the contractor.	4911 8107 A244	\$244,553	\$150,000
	Potable Water System - Study	Chaney, Richard	Initial Contractor submittals received and approved 17Aug2015.	4910 8107 3264	\$23,566	\$100,000
	Food Court Improvements	Harbinson, Shane	The first part of the trash can order is complete and shipment scheduled. This purchase should be completed by mid-Summer.	4910 8107 3265	\$311,000	\$150,000
	Wet Pipe Fire Protection System	Harbinson, Shane	Contractor has completed approximately 85% of the scope of work.	4910 8107 3266	\$99,931	\$25,000
5702	Restrooms Completion	Kumarae, Rohini	Warranty period	4910 8107 3285	\$879,692	\$1,250,000
	Shared Use Passenger Processing System	Folsom-Heath, Diana	8 Additional CUSS kiosks ordered. FIDS Monitor replacement planning	4910 8107 3283	\$1,031,763	\$1,202,285
	Terminal Boiler Replacement	Vonstein, Alison	Submittal process is underway. Contractor to begin installation in August or September, to allow time for long lead time equipment to arrive. Contractor's schedule shows completion within the Contract Time.	4910 8107 3286	\$119,293	\$24,000
	Terminal Beam Rehabilitation	Chaney, Richard	Anticipate 90% package to QMD the first part of September	4910 8107 3287	\$31,649	\$50,000
	South Terminal FY2015 Upper Level Curbside Expansion Joints	Mercado, Robert	We are requesting additional services from the consultant to continue support of this proposed project.	4910 8107 3310	\$101,576	\$0
	Environmental Management System	Kumarae, Rohini	Substantial work is complete. Working on punch list items	4910 8107 3312	\$148,302	\$25,000
	Stormwater Drainage Improvements	Carpenter, Kane	Open projects: helicopter noise modeling / support services to support amendments to City of Austin helicopter ordinance, updating ABIA hydrologic and hydraulic models to reflect current conditions; NECPA services to support the terminal ramp expansion, fuel consortium GSE fuel tanks, and de-icing storage facility; and implement an ABIA environmental records management system.	4910 8107 3151	\$96,776	\$0
			The Dept. of Aviation requested that this project be combined with 6001.111 Water Quality and Detention Pond Infrastructure Improvements. Tech memos have been submitted for most locations and a meeting was held 6/23/15 with the Dept. of Aviation to refine aspects of the scope. Meeting held 7/29/15 to discuss permitting and make decisions on each of the sites. Meeting with PDR to be scheduled after consultant prepares exhibits.	4910 8107 3248	\$58,687	\$50,000
			no change from 12/14 entry.	4911 8107 A248	\$201,725	\$50,000
	Terminal Pond Aerators	Carpenter, Kane	Per Robert Hengst 6/22/15 email: No change from previous update.	4910 8107 3289	\$10,415	\$10,000
	Reclaimed Water Booster Pump	Carpenter, Kane		4910 8107 3290	\$5,364	\$5,364

PE Monthly Report - Austin Airport Advisory Commission

Project	Subproject	Subproject Manager	Current Subproject Status Info	FDU	Expenses YTD	Spend Plan Amount - Budget - FDU Level - Current Year
6000	Taxiway A Completion - Design	Vonstein, Alison	Construction contract with Chasco Constructors, Ltd., L.L.P., was executed 5/6/14. Substantial Completion punchlist issued 6/30/15. Change order pending for some additional work. This subproject covers only through the bid phase and will be closed when all DOs in it are closed. See subproject 6000.112 for construction through warranty phase	4910 8107 3241	\$36,191	\$273,910
	ARFF Building Re-roofing and Building Envelope Weatherproofing	Vonstein, Alison	NTP date is 3/23/15. Construction work started 4/20/15, after the submittal process, and as weather allowed. Record rainfall in May affected completion. Revised punchlist compiled on 7/1/15 with relatively minor items. Documentation submitted 7/29/15 to show that punchlist items were completed.	4910 8107 3211	\$199,611	\$270,000
	De-icing Storage Facility	Vonstein, Alison	Pre-Construction meeting held 7/30/15. Contractor to get badges for access 8/3/15. NTP date to be determined.	4910 8107 3230	\$51,844	\$94,835
	FAA Ductbank Relocation	Vonstein, Alison	NTP issued 2/23/15. Substantial completion 6/23/15.	4910 8107 3231	\$871,232	\$1,011,621
	Electronic Airport Layout Plan And Utility Mapping	Kumarage, Rohini	Work completed. A meeting is scheduled for the 9th of September. The consultant will be giving a presentation on deliverables.	4910 8107 3242	\$310,003	\$430,934
	Taxiway Alpha Completion Construction	Vonstein, Alison	NTP date is 7/7/14. Rainy weather impacted construction and additional days for this will be included in a close-out change order. Punch list issued 6/30/15. Contractor's 11th pay application has been processed. \$5,956,486 has been paid out of a total contract amount of \$7,003,158. Change order for signage change to be processed.	4910 8107 G241	\$4,510,534	\$6,077,420
	Terminal Apron Aircraft Movement Study	Thompson, Dale	Per Robert Hengst 6/22/15 email: No change from previous update. Still waiting for response from the FAA.	4911 8107 A241	\$1,322,550	\$1,430,840
	ABIA CONRAC	Pirtle, Robert	test	4910 8107 3162	(\$ 57,418)	\$50,000
	Information Systems Bldg 7355 Emergency Power Improvements	Vonstein, Alison	Construction work is complete. Training/demonstration to be held. Change order pending for various modifications. Change proposal pending for relocation of concrete pads, transformer and generator, and associated conduit for wiring.	4910 8107 3228	\$551,314	\$119,767
	Parking Operation Improvements	Pirtle, Robert	The first advertisement for (CSP) bidding is expected to be in May 4, 2015. A contract is expected to be awarded in late September, with a NTP for early October, 2015.	4910 8107 3163	\$950,594	\$1,276,173
6001	Information Technology Master Plan	Mercado, Robert	Final verification of Phase One & Two SUPPs installation underway as part of the ITMP scope of work.	4911 8107 A163	\$312,108	\$417,687
	ABIA Bldg 6005 Improvements-Phase II (P&E)	Pirtle, Robert	New construction in Work Area 2 offices is nearing completion, and Meeting Rooms 167 and 170 are about half finished. New construction in the Break Room and front Women's Restroom is underway. New Meeting Room Suite 174 and Oak Room 166 are complete and are in use.	4910 8107 3186	\$92,358	\$100,000
	Landside Roadway Improvements	Vonstein, Alison	This project has been combined with 6001.099 Connectivity Pedestrian Path - Segment 1 and is now called Landside Roadway and Pedestrian Improvements. QMD comments on 100% set were returned on 8/20/2015. Consultant is working to address the comments. Issuance for bids is scheduled for October 2015.	4911 8107 A186	\$505,894	\$250,000
	Elevator Refurbishment	Kumarage, Rohini	QMD review pending	4910 8107 3188		\$0
	Upper Level Embankment Inspections and Repairs	Taylor, David	Design amendment being executed. Initial design schedule is ready for six month effort.	4910 8107 3217	\$1,036,486	\$1,174,159
	Central Plant - Media Fill Replacement Project	Mercado, Robert	Project work will be completed by Hensel Phelps, contractor for the Terminal East Infill project, since they are working in the Central Plant already as a part of that project. Funding will remain with this FDU.	4911 8107 A217	\$758,472	\$1,150,000
	Connectivity Pedestrian Path - Segment 1	Vonstein, Alison	This project has been combined with 6001.092 Landside Roadway Improvements and is now called Landside Roadway and Pedestrian Improvements. QMD comments on 100% set were returned on 8/20/2015. Consultant is working to address the comments. Issuance for bids is scheduled for October 2015.	4910 8107 3249	\$19,717	\$50,000
	Demolish Buildings and Fence	Avila, Ben	Project DoA representative changed from J Watson in APR-2015 to R Hengst in MAY-2015 to B Avila in JUN-2015. These changes caused some project delivery delays. Consultant cost estimate of APR-2015 far exceeded BUDGET. Had meeting in JUN-2015 with DoA mgmt to discuss project options. DoA mgmt noted to proceed with demo of only three buildings along with other areas work which will require BUDGET increase of \$600-\$700K. Will proceed with DESIGN of reduced work scope while waiting for added BUDGET funding.	4911 8107 A249	\$129,007	\$200,000
	Campus HVAC Improvements	Smythe-Macaulay, David	An amendment to add the Airfield Electrical Vault building into this contract is being processed. Work is progressing on the other buildings.	4911 8107 A245	\$90,671	\$50,000
	Drainage Easement	Harbinson, Shane	Per Robert Hens 6/22/15 email: Waiting on final invoice to be paid.	4910 8107 3247	\$15,344	\$24,700
6001	Motor Pool Improvements - Building 8225	Chaney, Richard	No change to report	4911 8107 A247	\$127,508	\$415,000
				4911 8107 A400	\$0	\$350,000
				4911 8107 A401	\$31,788	\$33,600
6001				4911 8107 A403	\$16,252	\$50,000
				4911 8107 A407	\$36,294	\$40,000
				4911 8107 A504	\$13,539	\$20,000
				4912 8107 C504	\$0	\$20,000
6001				4910 8107 3292	\$4,950	\$40,000
				4911 8107 A501	\$62,077	(\$2,886,167)

PE Monthly Report - Austin Airport Advisory Commission

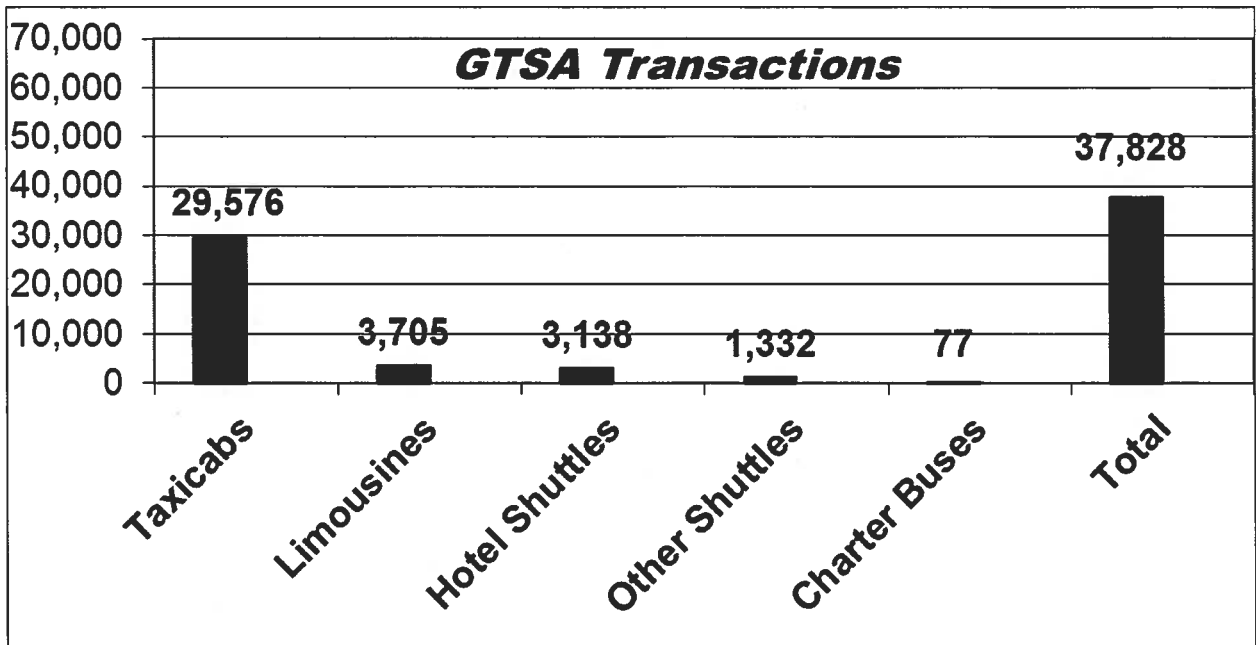
Project	Subproject	Subproject Manager	Current Subproject Status Info	FDU	Expenses YTD	Spend Plan Amount - Budget - FDU Level - Current Year	
6001	Landside Roadway and Pedestrian Improvements Phase 2	Smythe-Macaulay, David	The bus stop concepts have been narrowed down to 3 options and are pending executive management selection of one option to move forward with design. The sidewalks and crosswalks design are 60% complete and drawings and specifications have been submitted to QMD for quality review. Work is progressing towards 90% completion. Construction cost is still within budget.	4911 8107 A503	\$19,634	\$50,000	
				4912 8107 C500	\$3,530	\$50,000	
	Water Quality and Detention Pond Infrastructure Improvements	Vonstein, Alison	6001.111	The Dept. of Aviation requested that this project be combined with 5702.011 Stormwater Drainage Improvements. Tech memos have been submitted for most locations and a meeting was held 6/23/15 with the Dept. of Aviation to refine aspects of the scope. Meeting held 7/29/15 to discuss permitting and make decisions on each of the sites. Meeting with PDR to be scheduled after consultant prepares exhibits.	4912 8107 C501	\$12,095	\$50,000
	Campus Signage Improvements	Henson, Torrey	6001.112	The team approved primary signage design with BLDG. Due to the new construction along SH-71 frontage road, we are in close contact with TX Dot's engineering firm Atkins about clearances and future roadway development. We are currently mapping the area using the CAD design Atkins provided us to help determine what areas will allow enough clearance for signage placements along the new frontage road.	4912 8107 C503	\$0	\$25,000
	Parking Garage & Admin Building - West Lot A - Design	Mercado, Robert	6001.114	Robert Mercado assigned as project manager.	4912 8107 C507	\$1,057	\$0
11222	Alternative Fueling & Ground Service Equip Maintenance Facility Option Area	Chaney, Richard	6001.116	Field work complete, consultant preparing survey documents.	4910 8107 3313		\$0
	Consolidated Maintenance Facility	Chaney, Richard	6001.117	Program meeting held on 19Aug2015. Draft report due first part of September.	4911 8107 A509	\$0	\$0
	Apron Expansion	Pirtle, Robert	Transition of PM role from Robin Camp to Robert Pirtle is ongoing. Robert will be updating the project in eCapris. Hensel Phelps' Bid Package 1 for demolition of the RCCF building and construction of a new de-icing facility are prerequisite activities to enabling the construction of new aprons and temporary boarding gates and jetways to accommodate temporary gates while the new East Terminal Expansion wing is being built. Bids are due on July 30, 2015. The Architects are also working on the new passenger exit booths for the existing Terminal Building - one of several Terminal "improvements" components planned for the project.	4910 8107 3288	\$3,179,417	\$3,250,000	
				4911 8107 A288	\$58,099	\$3,650,000	
				4911 8107 A506	\$34,716	\$50,000	
				4911 8107 A507	\$22,502	\$50,000	
Total				4912 8107 C288	\$1,387,175	\$0	
					\$50,053,547	\$52,525,745	

PROPERTIES UPDATE

9/1/2015

PROJECT	STATUS
ABIA Retail	Permitting process
American Airlines	Kiosk and counter changes proposed. Not approved at this time. Pending further information from tenant.
Austin FBO	Initial insurance information approved. General contractor selected. No update
Clean Energy - station generator upgrades	Plans submitted for permitting. No update
Clear	Project approved. Pending completion of insurance and bonding information.
DNC - Annie's Café	Pending information from tenant on installation of wall
DNC - Austin Java 14 back wall	Project approved. Paint colors chosen and pending scheduling of start date
DNC - Juice Land Cooler	Project approved. Cooler information received and pending installation date
DNC - Salt Lick	Project proposed to add additional power outlet for oven. Pending approvals.
Scott Parking	Permitting continues.
Signature - monument (curb) sign replacement	Project approved. Notice to proceed for installation issued. Project has started with removal of current signage
Sprint - relocation of Computer equipment from inside IT building to outside	No updates
Southwest Airlines - curb counter replacements	CPLS conceptually approved. Pending reviews on counter installation
Travellex -safe installation	CPLS approved to add safe at current location. Pending airport follow up on kiosk proposal that will include safe addition. No update
TXDOT - signage at entrance	Project approved. Pending tenant work scheduling.

GROUND TRANSPORTATION TRANSACTIONS
AUGUST 2015



YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	AUGUST 2015	AUGUST 2014	% Increase/(decrease)
TAXICAB	29,576	23,362	26.6%
LIMOUSINE	3,705	3,011	23.0%
HOTEL SHUTTLE	3,138	2,805	11.9%
OTHER SHUTTLE	1,332	814	63.6%
CHARTER BUS	77	60	28.3%
OVERALL TOTAL	37,828	30,052	25.9%

BYLAWS OF THE
~~Austin~~-Airport Advisory Commission

ARTICLE 1. NAME.

The name of the board is ~~Austin~~-Airport Advisory Commission

ARTICLE 2. PURPOSE AND DUTIES.

The purpose of the board is to review and make recommendations to the Council on aviation projects that the Department of Aviation proposes for the capital improvements program, proposed aviation grants, aviation contracts, annual operating budget and quality of services at Austin Bergstrom International Airport.

ARTICLE 3. MEMBERSHIP.

- (A) The board is composed of ~~seven~~-eleven members appointed by the city council.
- (B) A member serves at the pleasure of the city council.
- (C) Board members serve for a term of ~~three~~four years beginning ~~August~~ March 1st on the year of appointment.
- (D) An individual board member may not act in an official capacity except through the action of the board.
- (E) A board member who is absent for three consecutive regular meetings or one-third of all regular meetings in a “rolling” twelve month timeframe automatically vacates the member’s position subject to the holdover provisions in Section 2-1-27 of the City Code. This does not apply to an absence due to illness or injury of the board member, an illness or injury of a board member’s immediate family member, active military service, or the birth or adoption of the board member’s child for 90 days after the event. The board member must notify the staff liaison of the reason for the absence not later than the date of the next regular meeting of the board. Failure to notify the liaison before the next regular meeting of the board will result in an unexcused absence.
- (F) At each meeting, each board member shall sign an attendance sheet which indicates that the member does not have a conflict of interest with any item on that agenda, or identifies each agenda item on which the member has a conflict of interest. Failure to sign the sheet results in the member being counted as absent and his/her votes are not counted.
- (G) A member who seeks to resign from the board shall submit a written resignation to the chair of the board, the staff liaison, or the city clerk’s office. If possible, the

resignation should allow for a thirty day notice so the city council can appoint a replacement.

ARTICLE 4. OFFICERS.

- (A) The officers of the board shall consist of a chair, a vice-chair, and a secretary.
- (B) Officers shall be elected annually by a majority vote of the board at the first regular meeting after ~~August~~April 1st. In the event a current officer becomes ineligible to serve as an officer, the board may hold an emergency election as needed.
- (C) The term of office shall be one year, beginning ~~September-May~~ 1st and ~~ending August 31~~April 30th. An officer may continue to serve until a successor is elected. A person may not serve as an officer in a designated position of a board for more than ~~three~~four consecutive one-year terms. A person who has served as an officer in a designated position of a board for ~~three~~four consecutive terms is not eligible for re-election to that designated office until the expiration of two years after the last date of the person's service in that office. The board may override the term limit provision for an officer by an affirmative vote of two-thirds of the authorized board members.
- (D) A member may not hold more than one office at a time.

ARTICLE 5. DUTIES OF OFFICERS.

- (A) The chair shall preside at board meetings, appoint all committees, represent the board at ceremonial functions, and approve each final meeting agenda.
- (B) In the absence of the chair, the vice-chair shall perform all duties of the chair.
- (C) In the absence of the chair and vice-chair, the secretary shall perform the duties of the chair.

ARTICLE 6. AGENDAS.

- (A) Two or more board members may place an item on the agenda by oral or written request to the staff liaison at least five days before the meeting. After first consulting with and receiving input from the staff liaison, the chair shall approve each final meeting agenda.
- (B) The board liaison shall submit the meeting agenda through the online agenda posting system for each meeting not less than 72 hours before the meeting.
- (C) Posting of the agenda must comply with Texas Government Code Chapter 551 (Texas Open Meetings Act).

ARTICLE 7. MEETINGS.

- (A) The board meetings shall comply with Texas Government Code Chapter 551 (Texas Open Meetings Act).
- (B) Board meetings shall be governed by Robert's Rules of Order.
- (C) The board may not conduct a closed meeting without the approval of the city attorney.
- (D) The board shall meet monthly. In November of each year, the board shall adopt a schedule of the meetings for the upcoming year, including makeup meeting dates for the holidays and cancelled meetings.
- (E) The chair may call a special meeting, and the chair shall call a special meeting if requested by three or more members. The call shall state the purpose of the meeting. A board may not call a meeting in addition to its regular scheduled meetings as identified in its adopted meeting schedule, more often than once a quarter, unless the meeting is required to comply with a statutory deadline or a deadline established by Council.
- (F) ~~Four~~Six members constitute a quorum.
- (G) If a quorum for a meeting does not convene within one-half hour of the posted time for the meeting, then the meeting may not be held.
- (H) To be effective, a board action must be adopted by affirmative vote of the number of members necessary to provide a quorum.
- (I) The chair has the same voting privilege as any other member.
- (J) The board shall allow citizens to address the board on agenda items and during a period of time set aside for citizen communications. The chair may limit a speaker to three minutes.
- (K) The staff liaison shall prepare the board minutes. The minutes of each board meeting must include the vote of each member on each item before the board and indicate whether a member is absent or failed to vote on an item.
- (L) The city clerk shall retain agendas, approved minutes, internal review reports, and bylaws. The Aviation Department shall retain all other board documents. The documents are public records under Texas Local Government Code Chapter 552 (Texas Public Information Act).
- (M) The chair shall adjourn a meeting not later than 10 p.m., unless the board votes to continue the meeting.

(N) Each person and board member attending a board meeting should observe decorum pursuant to Section 2-1-48 of the City Code.

(O) A member of the public may not address a board at a meeting on an item posted as a briefing.

ARTICLE 8. COMMITTEES/WORKING GROUPS.

COMMITTEES

(A) The ~~Austin~~ Airport Advisory Commission will have no committees.

(B) Each committee must be established by an affirmative vote of the board. A committee cannot meet until its creation is approved by the Council Audit and Finance Committee. Each committee shall consist of at least three board members appointed by the chair. A staff member shall be assigned to each committee by the director of the Aviation Department.

(C) The board chair shall appoint a board member as the committee chair, with the member's consent.

(D) A majority of the total number of appointed committee members constitutes a quorum.

(E) Each committee shall meet on a regularly scheduled basis at least quarterly.

(F) Each committee shall make an annual report to the board at the January board meeting.

(G) Committee meetings must be posted in accordance with Texas Government Code Chapter 551 (Texas Open Meetings Act).

(H) At each committee meeting, a committee member shall sign in on a sheet provided and shall indicate that the member has no conflict of interest with any item on the committee meeting agenda, or identify each agenda item on which the member has a conflict of interest.

WORKING GROUPS

(A) The board can determine the size of a working group but the number of board members serving on the working group must be less than a quorum of the board.

(B) A working group may designate a chair, with the member's consent, but is not required to do so.

- (C) Quorum requirements do not apply to working groups.
- (D) Staff support will not be provided for working groups.
- (E) Working groups are not required to post their meetings in accordance with the Texas Government Code Chapter 551 (Texas Open Meetings Act).

ARTICLE 9. PARLIAMENTARY AUTHORITY.

The rules contained in the current edition of Robert's Rules of Order shall govern the board in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of procedure which the board or city council may adopt.

ARTICLE 10. AMENDMENT OF BYLAWS.

A bylaw amendment is not effective unless approved by the Council Audit and Finance Committee.

The bylaws were approved by the ~~Austin~~-Airport Advisory Commission at their meeting held on _____, 2015.

Susana Carbajal

Assistant Director

AGENDA



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	49953	Agenda Number	<ITEM_OUTLINE>
Meeting Date:	October 1, 2015			
Department:	Purchasing			
Subject				
<p>Authorize execution of a 36-month contract with ASSOCIATED TIME PARKING & CONTROLS to provide onsite maintenance, repair and support services for the hardware, software and associated peripherals for the parking operating systems of the Aviation Department in an amount not to exceed \$2,157,688, with two 24-month extension options in an amount not to exceed \$1,264,813 for the first option, and \$1,292,623 for the second option, for a total contract amount not to exceed \$4,715,124.</p>				
Amount and Source of Funding				
<p>Funding in the amount of \$512,500 is available in the Fiscal Year 2015-2016 Operating Budget of the Aviation Department and funding in the amount of \$610,657 is available in the Fiscal Year 2015-2016 Capital Budget of the Aviation Department. Funding for the remaining 24-months of the initial contract and the extension options is contingent upon available funding in future budgets.</p>				
Fiscal Note				
<p>There is no unanticipated fiscal impact. A fiscal note is not required.</p>				
Purchasing Language:	Sole Source			
Prior Council Action:				
For More Information:	Jonathan Harris, Senior Buyer Specialist, 512-974-1771			
Boards and Commission Action:	September 8, 2015 - To be reviewed by the Austin Airport Advisory Commission.			
Related Items:				
MBE / WBE:	This contract will be awarded as a sole source and is exempt from City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program			
Additional Backup Information				

The contract will provide for the onsite maintenance and repair of Aviation's Amano McGarrn Parking Access Revenue Control and Ground Transportation System used to operate the Austin-Bergstrom International Airport's (ABIA) parking facilities. This contract will also allow Aviation to purchase software, equipment, upgrades, training, and other goods and services required to maintain and operate the parking hardware, software and equipment used at ABIA.

Parking services provided by Aviation include executive valet, family friendly valet, garage/short term, close-in walking surface lot, seven long term surface lots, an employee parking lot, and three remote overflow lots. Aviation

also offers a loyalty program to approximately 10,000 members of its Frequent Parker Program. Ground transportation services consist of taxi's, shared ride, charter, bus and limousine services. This system ensures consistency for the purpose of maintaining control of access, revenue, operations, reporting and auditing in all parking facilities.

The parking equipment used in the ABIA parking operations includes multiple parking gates, access card readers, ticket dispensers, fee computers, pay station devices, and ground transportation management software. The equipment utilized is manufactured by Amano McGann, Inc. and is maintained, supported and distributed exclusively by Associated Time Parking and Controls. Associated Time Parking and Controls is the sole authorized reseller and program administrator of the Amano McGann equipment and services.

The current contract expires on September 30, 2015. A new contract is necessary to ensure the continuation of parking maintenance and support with no parking service interruptions to ABIA customers. The inability to provide parking services would greatly impact customers as well as parking revenue opportunities.

AGENDA



Recommendation for Council Action (Purchasing)

Austin City Council		Item ID:	49956	Agenda Number	<ITEM_OUTLINE>
Meeting Date:		October 1, 2015			
Department:		Purchasing			
Subject					
Authorize execution of a contract with THYSSENKRUPP AIRPORT SYSTEMS, INC. to provide a mobile preconditioned air unit in an amount not to exceed \$204,577.					
Amount and Source of Funding					
Funding is available in the Fiscal Year 2015 - 2016 Operating Budget of the Aviation Department.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:		Lowest bid of two bids received.			
Prior Council Action:					
For More Information:		Sai Purcell, Senior Buyer Specialist, 512-974-3058			
Boards and Commission Action:		September 8, 2015 - To be reviewed by Austin Airport Advisory Commission.			
Related Items:					
MBE / WBE:		This contract will be awarded in compliance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.			
Additional Backup Information					

Additional Backup Information

The contract is for the purchase of a mobile preconditioned air unit for the Austin-Bergstrom International Airport (ABIA). Mobile preconditioned air units are used to supply air conditioning and heating to aircrafts coming into the boarding bridges or ramp parking positions and they are powered by diesel fuel. If preconditioned air units are not used, the aircraft will need to run an auxiliary power unit (APU) that uses jet fuel for cooling and heating. By using preconditioned air units in lieu of running the aircraft's APU, commercial airlines will reduce fuel consumption and pollution created by aircrafts.

ABIA uses a "Shared Use" system, in which one gate can be used by more than one carrier. ABIA is expanding its "Shared Use" service model for commercial airlines. This will include providing carriers with the use of specific ground support equipment for airline operations. This mobile preconditioned air unit will be used to support the parked aircraft's air system at the shared gates during pre-flight boarding and un-boarding activities.

This purchase is a critical element of the "Shared Use" system and the equipment is necessary for backup cooling and heating needs in the boarding bridges. If a permanent preconditioned air unit became inoperable, this mobile equipment can be relocated to any location to provide the necessary cooling and heating.

MBE/WBE solicited: 3/3

MBE/WBE bid: 0/0

BID TABULATION
IFB PAX0067
Mobile Preconditioned Air Unit
4 Line Items

<u>Vendor</u>	<u>Total Award Amount</u>
Thyssenkrupp Airport Systems, Inc. Fort Worth, TX	\$204,577.40
Entech Sales & Service, Inc. Buda, TX	\$236,333.00

A complete bid tabulation is on file in the Purchasing Office and is on the City's Financial Services Austin Finance Online website at: https://www.austintexas.gov/financeonline/vendor_connection/solicitation/search.cfm

PRICE ANALYSIS

- a. Adequate competition.
- b. 111 notices were sent including three MBEs and three WBEs. Two bids were received with no response from the MBEs/WBEs. Multiple notices may be sent to the same vendor, e.g. one company may have multiple email addresses/fax numbers listed.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Lowest bid received.
- b. The Purchasing Office concurs with the Aviation Department's recommended award.
- c. Advertised in the Austin American Statesman and on the internet.

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:		Agenda Number	<ITEM_OUTLINE>
Meeting Date:	October 1, 2015			
Department:	Purchasing			
Subject				
Authorize execution of a contract with THYSSENKRUPP AIRPORT SYSTEMS, INC. to provide ground power units and a mobile trailer mounted ground power unit for mobile use in an amount not to exceed \$509,647.				
Amount and Source of Funding				
Funding is available in the Fiscal Year 2015 - 2016 Operating Budget of the Aviation Department.				
Fiscal Note				
There is no unanticipated fiscal impact. A fiscal note is not required.				
Purchasing Language:	Sole bid received.			
Prior Council Action:				
For More Information:	Sai Purcell, Senior Buyer Specialist, 512-974-3058			
Boards and Commission Action:	September 8, 2015 - To be reviewed by Austin Airport Advisory Commission.			
Related Items:				
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.			
Additional Backup Information				
<p>The contract is for the purchase of 10 passenger boarding bridge mounted ground power units (GPU) and one mobile trailer mounted GPU for Austin-Bergstrom International Airport. Ground power units are used to supply electrical auxiliary power to the aircrafts coming into the boarding bridges or ramp parking positons. If the GPU is not used, the aircraft will need to run their auxiliary engine to support the electrical needs of the aircraft. By using the GPU in lieu of running the aircraft engine, commercial airlines will reduce fuel consumption and pollution created by aircrafts.</p> <p>These items will replace the existing units purchased in 1999 which have exceeded their expected life of eight years. This purchase of boarding bridge mounted GPU is a critical element of airport operations and the equipment is necessary for auxiliary electrical power needs to the aircraft during pre-flight boarding and un-boarding activities. If a ground power unit becomes inoperable, the mobile GPU equipment will be moved to any location to provide the necessary auxiliary electrical power.</p>				

BID TABULATION

IFB PAX0067

Ground Power Units and Trailer Mounted for Mobile Use

4 Line Items

Vendor

Total Bid

**Thyssenkrupp Airport Systems, Inc.
Fort Worth, TX**

\$509,646.60

A complete bid tabulation is on file in the Purchasing Office and is on the City's Financial Services Austin Finance Online website at: https://www.austintexas.gov/financeonline/vendor_connection/solicitation/search.cfm

PRICE ANALYSIS

- a. Sole bid received. The solicitation was originally advertised for a period of 17 days and the bid opening was extended six days in an attempt to increase vendor interest. Other vendors were contacted, but did not submit a bid.
- b. 297 notices were sent including nine MBEs and three WBEs. One bid received with no response from the MBEs/WBEs. Multiple notices may be sent to the same vendor, e.g. one company may have multiple email addresses/fax numbers listed.
- c. This is the first purchase of its type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Sole bid received.
- b. The Purchasing Office concurs with the Aviation Department's recommended award.
- c. Advertised in the Austin American Statesman and on the internet.