AIRPORT ADVISORY COMMISSION MEETING
TUESDAY, November 14, 2017 AT 5:00 PM
ROOM No. 174-A
2716 SPIRIT OF TEXAS DRIVE
AUSTIN, TEXAS

AGENDA

CURRENT BOARD MEMBERS:

Ernest Saulmon, Chair   Nadia Barrera-Ramirez, Vice Chair   Michael Watry, Secretary
Vicky Sepulveda   John Walewski   Mike Rodriguez
Bradley Tegeler   Dominique Bobbio   Frank Maldonado
Billy Owens   Jeremy Hendricks

AGENDA

CALL TO ORDER

1. **CITIZEN COMMUNICATION: GENERAL**

   Speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

2. **APPROVAL OF MINUTES –**

   a) October 10, 2017

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

   a) Finance & Operations Reports for Fiscal Year 2018 to date.
      (David Arthur, Assistant Director)

   b) Planning & Engineering Capital Improvement Project Monthly Status Reports.
      (Lyn Estabrook, Planning & Engineering Project Manager Supervisor)

   c) Airport Tenant Updates.
      (Francisco "Kiko" Garza, Div. Manager, Properties, Advertising, & Bus. Dev.)

   d) Ground Transportation Staging Area (GTSA) Monthly Update.
      (Carlton Thomas, Airport Landside Operations Manager)

4. FOR RECOMMENDATION

a) Approve the 2018 meeting dates of the Airport Advisory Commission.

b) Authorize negotiation and execution of a professional services agreement with AECOM Technical Services, Inc., (staff recommendation) for Request for Qualifications Solicitation No. CLMP231A to provide consulting services for the Austin-Bergstrom International Airport Terminal Centralized Baggage Handling System Design Criteria Manual in amount not to exceed $700,000.

c) Authorize award, negotiation, and execution of a concession agreement with Fara Coffee, LLC and its joint venturers (Fara) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

d) Authorize award, negotiation, and execution of a concession agreement with ABIA Duty Free, LLC and its joint venturers (ABIA Duty Free) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

e) Authorize award, negotiation, and execution of a concession agreement with Delaware North Companies Travel Hospitality Services, Inc. and its joint venturers (DNC), or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

f) Authorize award, negotiation, and execution of a concession agreement with Host International, Inc. and its joint venturers (Host) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

g) Authorize award, negotiation, and execution of a concession agreement with InMotion Entertainment Group, LLC and its joint venturers (InMotion) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

h) Authorize award, negotiation, and execution of a concession agreement with Paradies Lagardere and its joint venturers (Paradies), or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport (Airport) for a term not to exceed ten years.

i) Authorize award, negotiation, and execution of a concession agreement with Prevost Consulting Group, LLC and its joint venturers (Prevost) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

j) Authorize award, negotiation, and execution of a concession agreement with Vino Volo Texas, LLC and its joint venturers (Vino Volo) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

k) Authorize award, negotiation, and execution of a concession agreement with XpressSpa Austin Airport, LLC and its joint venturers (XpressSpa) or one of the other qualified offerors to the Request for Proposals for Terminal Concessions (RFP-8100-ABIA-004), to lease, design, construct, and maintain a food, beverage, and retail concession at Austin-Bergstrom International Airport for a term not to exceed ten years.

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 negotiation and execution of a contract with GateKeeper Systems, Inc., to provide a ground transportation management system, for a term of three years in an amount not to exceed $310,000. **[Item went before City Council on October 19, 2017 and was approved.]**

Authorize negotiation and execution of a contract with GCR, Inc., to provide system upgrade and continued maintenance and support on the property and revenue management software system for a term of five years in an amount not to exceed $468,543. **[Item went before City Council on November 9, 2017 and was approved.]**

Authorize negotiation and execution of an amendment to the professional services agreement with Terracon Consultants, Inc., for additional engineering services for the Construction Materials Testing for ABIA Terminal and Apron Expansion in the amount of $2,400,000, for a total contract amount not to exceed $3,458,000. **[Item went before City Council on November 9, 2017 and was approved.]**

Authorize the use of the construction manager-at-risk method of contracting in accordance with the Texas Government Code Chapter 2269, for the construction of the Information Technology Building at the Austin-Bergstrom International Airport. **[Item went before City Council on November 9, 2017 and was approved.]**

Authorize the use of the competitive sealed proposal procurement method for solicitation of the new construction of the Consolidated Maintenance Facility for the Aviation Department located at Austin-Bergstrom International Airport. **[Item went before City Council on November 9, 2017 and was approved.]**

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

Date of next meeting: December 12, 2017

ADJOURNMENT

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. Please call Jessica Bluebird, Aviation Department, at (512) 530-6617 for additional information; TTY users route through Relay Texas at 711.

For more information on the Airport Advisory Commission, please contact Susana Carbajal at (512) 530-6364.

The Commission may go into a closed session as permitted by the Texas Open Meetings Act, (Chapter 551 of the Texas Government Code) regarding any item on the agenda.