



Airport Advisory Commission

REGULAR MEETING MINUTES

October 10, 2017

The Airport Advisory Commission convened in a regular meeting on October 10, 2017, at 2716 Spirit of Texas Drive, in Room 174-A in Austin, Texas.

Board Members in Attendance:

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

Board Members Absent:

John Walewski

Staff in Attendance:

Susana Carbajal, David Arthur, Jessica BlueBird, Janice White, Jennifer Williams, Lyn Estabrook, Diana Heath, Carlton Thomas, Kaela Harmon, Kane Carpenter, Francisco “Kiko” Garza, Luze Davis

Others Present:

Janette Goodall, City of Austin City Clerk
Lynn Carter, City of Austin Asst. City Attorney
Clayton Singleton, RS&H, Inc.
Grayson Cox, KSA
Lawrence Deeter, Cap Metro
Andrew Kirchhoff, L&B
Sam Sargent, Cap Metro
Russell Blanch, L&B
Kimberly Petras, Atkins
Aiden Cohen, City of Austin Capital Contracting Office

Welcome & Call the Meeting to Order:

Ernest Saulmon called the meeting to order at 5:00 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES – September 12, 2017

Motion to approve. Motion made by Frank Maldonado and seconded by Dominique Bobbio. Motion passed 8-0-0-3 (Commission Members Vicky Sepulveda, Michael Watry, and Nadia Barrera-Ramirez were absent at this vote).

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) City Code Chapter 4-8: Registered Lobbyists Requirements.
(City Clerk Jannette Goodall and Assistant City Attorney Lyn Carter)
- b) Capital Metro Presentation (Connections 2025).
(Capital Metro Interim Program Manager Sam Sargent and Capital Metro Transportation Planner Lawrence Deeter)

Vicky Sepulveda arrived at 5:21 p.m.

- c) Finance & Operations Reports for Fiscal Year 2017 to date.
(David Arthur, Assistant Director)
- d) Planning & Engineering Capital Improvement Project Monthly Status Reports.
(Lyn Estabrook, Project Manager Supervisor)
- e) Airport Tenant Updates.
(Francisco “Kiko” Garza, Div. Manager, Properties, Advertising, & Bus. Dev.)
- f) Ground Transportation Staging Area (GTSA) Monthly Update.
(Carlton Thomas, Airport Landside Operations Manager)

4. FOR RECOMMENDATION

- a) 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.

Motion to approve. Motion made by Frank Maldonado and seconded by Mike Rodriguez. Motion passed 9-0-0-2 (With Commission Members Michael Watry and Nadia Barrera-Ramirez absent at this vote).

- b) 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.

Motion to approve. Motion made by Frank Maldonado and seconded by Mike Rodriguez. Motion passed 9-0-0-2 (With Commission Members Michael Watry and Nadia Barrera-Ramirez absent at this vote).

- c) 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.

Motion to approve. Motion made by Frank Maldonado and seconded by Mike Rodriguez. Motion passed 9-0-0-2 (With Commission Members Michael Watry and Nadia Barrera-Ramirez absent at this vote).

- d) 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.

Motion to approve. Motion made by Frank Maldonado and seconded by Mike Rodriguez. Motion passed 9-0-0-2 (With Commission Members Michael Watry and Nadia Barrera-Ramirez absent at this vote).

5. NEW BUSINESS

October 12, 2017 – Airport 2040 Master Plan Public Workshop
2716 Spirit of Texas Dr., Conference Room 174, 6:00 p.m. – 8:00 p.m.

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)

Approve a resolution declaring the City of Austin's official intent to reimburse itself from revenue bonds in an amount not to exceed \$24,800,000 for Austin Bergstrom International Airport improvements. **[Item went before City Council on September 13, 2017 and was approved.]**

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 ARC DOCUMENT SOLUTIONS, LLC., or one of the other qualified offerors to Request for Proposals (RFP) PAX 0142, to provide records digitization electronic conversion services, for a term of three years in an amount not to exceed \$432,256. **[Item went before City Council on October 5, 2017 and was approved.]**

Authorize exempted sole source procurements for the Department of Aviation's membership in Airports Council International - North America in a total amount not to exceed \$100,000. **[Item went before City Council on October 12, 2017 and was approved.]**

Approve a resolution authorizing acceptance of grants from the Federal Aviation Administration, the Department of Homeland Security, and other state and federal agencies to the City of Austin, Department of Aviation, for Austin-Bergstrom International Airport for Fiscal Year 2017-2018 in an amount not to exceed \$30,000,000. Grant reimbursement will apply to projects in the Fiscal Year 2017-2018 Approved Capital and/or Operating Budgets of the Aviation Department. Grant funds will be placed in the Airport Capital Fund, the ABIA Improvement Funds and/or the ABIA Operating Fund. **[Item went before City Council on October 5, 2017 and was approved.]**

Authorize negotiation and execution of a contract with JMR Technology, Inc., to provide an upgrade to the planning guidelines and design standard reporting software for the checked baggage inspection system, in an amount not to exceed \$292,430. **[Item went before City Council on October 5, 2017 and was approved.]**

Authorize negotiation and execution of a contract with Honeywell International, Inc., to provide maintenance, support, and related parts for the Honeywell energy management system, for a term of five years in an amount not to exceed \$570,283. **[Item went before City Council on October 5, 2017 and was approved.]**

7. FUTURE AGENDA ITEMS

Date of next meeting: November 14, 2017

ADJOURNMENT.

Meeting was adjourned at 6:08 p.m.