



Airport Advisory Commission

REGULAR MEETING MINUTES

December 12, 2017

The Airport Advisory Commission convened in a regular meeting on December 12, 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 |
| Bradley Tegeler | Frank Maldonado | Billy Owens |
| Vicky Sepulveda | Jeremy Hendricks | |

Board Members Absent:

| | | |
|---------------|------------------|----------------|
| John Walewski | Dominique Bobbio | Mike Rodriguez |
|---------------|------------------|----------------|

Staff in Attendance:

Shane Harbinson, David Arthur, Jessica BlueBird, Lyn Estabrook, Carlton Thomas, Melissa Vidal, Valerie Slaughter

Others Present:

Rolando Fernandez, Capital Contracting Office
Sandy Wirtanen, Purchasing Office
Matthew Duree, Purchasing Office
Clayton Singleton, RS&H

Welcome & Call the Meeting to Order:

Nadia Barrera-Ramirez called the meeting to order at 5:06 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES – November 14, 2017

Motion to approve. Motion made by Frank Maldonado and seconded by Michael Watry. Motion passed 7-0-0-4 (With Commissions John Walewski, Ernest Saulmon, Mike Rodriguez and Dominique Bobbio absent at this vote).

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Briefing on the City's Procurement Process.
(Purchasing Office Procurement Supervisor Matthew Duree and Procurement Specialist Sandy Wirtanen, Capital Contracting Officer Rolando Fernandez, Aviation Division Manager Valerie Slaughter)
- b) Finance & Operations Reports for Fiscal Year 2018 to date.
(David Arthur, Assistant Director)
- c) Planning & Engineering Capital Improvement Project Monthly Status Reports.
(Lyn Estabrook, Project Manager Supervisor)
- d) Airport Tenant Updates.
(Melissa Vidal, Airport Properties Program Manager)
- e) Ground Transportation Staging Area (GTSA) Monthly Update.
(Carlton Thomas, Airport Landside Operations Manager)

4. FOR RECOMMENDATION

- a) Approve the 2018 meeting dates and start time of the Airport Advisory Commission.

Motion to approve with meeting dates with a start time for 5:30 p.m. on January 9, February 13, and March 13, 2018. Motion made by Bradley Tegeler and seconded by Jeremy Hendricks. Motion passed 7-0-0-4 (With Commissions John Walewski, Ernest Saulmon, Mike Rodriguez and Dominique Bobbio absent at this vote).

Ernest Saulmon arrived at 5:19 p.m.

Jeremy Hendricks left at 6:00 p.m.

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 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. **[Item went before City Council on December 14, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item has been postponed to go before City Council on December 14, 2017.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item went before City Council on December 7, 2017 and was approved.]**

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. **[Item has been postponed to go before City Council on December 14, 2017.]**

7. FUTURE AGENDA ITEMS

Date of next meeting: January 9, 2018

ADJOURNMENT.

Meeting was adjourned at 6:20 p.m.