



**AIRPORT ADVISORY COMMISSION MEETING
TUESDAY, March 12, 2019 AT 5:00 PM
ROOM No. 174-A
2716 SPIRIT OF TEXAS DRIVE
AUSTIN, TEXAS**

AGENDA

CURRENT BOARD MEMBERS:

Mike Rodriguez, Chair	Scott Madole	Michael Watry, Secretary
Vicky Sepulveda	John Walewski	Frank Maldonado
Billy Owens	Jeremy Hendricks	Thomas Thies
Ernest Saulmon	Eugene Sepulveda	

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) February 12, 2019

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

- a) Finance & Operations Reports for Fiscal Year 2019 to date.
(David Arthur, Assistant Director)
- b) Planning & Engineering Capital Improvement Project Monthly Status Reports and Overview of Airport Capital Improvement Program Planning, Priorities, and Projects.
(Lyn Estabrook, Project Manager Supervisor)
- c) City of Austin Purchasing Overview.
(Erin D 'Vincent, Procurement Supervisor, City of Austin Purchasing Office)
- d) City of Austin ACDBE/DBE and MWBE certification process and outreach efforts.
(Jolene Cochran, Senior Business Development Counselor, Small and Minority Business Resources Office)

- e) Airport Tenant Updates and Review of XpresSpa Austin Airport, LLC contract.
(Francisco “Kiko” Garza, Div. Manager, Properties, Advertising, & Bus. Dev.)
- f) Ground Transportation Staging Area (GTSA) Monthly Update.
(Carlton Thomas, Airport Landside Access Manager)

4. ACTION ITEM

- a) Nominate and vote for officers.

5. FOR RECOMMENDATION

- a) Authorize award and execution of a multi-term contract with JM Engineering, LLC (WBE), to provide maintenance and repair services for variable frequency drives, for up to five years for a total contract amount not to exceed \$820,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

- b) Authorize negotiation and execution of a multi-term contract with PASSUR Aerospace, Inc., to provide landing fee management software, for up to five years for a total contract amount not to exceed \$417,720.

(Note: Sole source contracts are exempt from the City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established).

6. OLD BUSINESS (updates)

Status of action items upon which the Commission has made a recommendation to Council.
(Please note the progress of the following items)

- a) Authorize award of a multi-term contract with The Porter Company, to provide plumbing preventative maintenance, parts, installation and repair services, for up to five years for a total contract amount not to exceed \$7,700,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were insufficient subcontracting opportunities; therefore, no subcontracting goals were established). [Item went to City Council Thursday, March 7, 2019 and passed.]

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

Date of next meeting: April 9, 2019

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 Becky Nagel, Aviation Department, at (512) 530-6614 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.

