



**AIRPORT ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, July 9, 2019**

The Airport Advisory Commission convened in a regular meeting on Tuesday, July 9, 2019, in Room 174-A of the Department of Aviation Planning & Engineering Building, 2716 Spirit of Texas Drive, in Austin, Texas.

**CALL TO ORDER**

Mike Rodriguez, Chair called the Commission Meeting to order at 5:00 p.m.

**Commission Members in Attendance:**

Mike Rodriguez, Chair  
Eugene Sepulveda, Vice Chair  
Michael Watry- Secretary  
Vicky Sepulveda  
Ernest Saulmon

Frank Maldonado  
Wendy Todd Price  
Jeremy Hendricks  
Scott Madole

**Commission Members Absent:**

Billy Owens  
Thomas Thies

**Aviation Staff in Attendance:**

Jacqueline Yaft	Mandy McClendon	Rachel Orta
Susana Carbajal	David Arthur	Lyn Estabrook
Patti Edwards	Veronica Downy	Julie Harris
Denise Hatch	Kane Carpenter	Rajeev Thomas
Michelle Moheet	Carlton Thomas	Ellen Brandt
Gary Carper	Ammie Calderon	
Jennifer Williams	Henry Zuniga	

**Others Present:**

Tyler McElroy- AEC-WAY  
Stuart Garrett – Burns & McDonnell  
Chelsie Bush - HNTB  
Enrique Mendez - HNTB  
Dale Murphy- K Friese  
Josh Crawford - Garver  
Keith Jackson- WNTB  
Rich Prisalac – Parsons  
Rebecca Bray – WSP

Robert Osborne- Burns & McDonnell  
Alex Fleming – Austin Commercial  
Josh Bedre- AEC, AEC-WAY  
Clayton Singleton- RS+H  
Aiden Cohen- CCO-COA  
Sean Tewney - Parsons  
Chris Coons – Mead & Hunt  
Brandy Waters – Sunland  
Steven Real – AECOM

Ussi Riedel – Mck Inc.  
Charles Gates – Gates Avia Cons  
David Briggs – COM Smith  
Deanna Bounds – Studio 8 Architects  
Grayson Cox – KSA

Kathleen Langan – Mck Inc.  
Kimberly Petras - Atkins  
Ed Campos – COA - SMPR  
Richard Liu – AEC, AEC-WAY  
JC

## 1. CITIZENS COMMUNICATIONS:

None

## 2. APPROVAL OF MINUTES

- a) The minutes from the meeting of May 14, 2019 were approved on Commission Member Eugene Sepulveda's motion, Commission Member Jeremy Hendricks seconds on a vote. Motion passed on a 7-0-2-2 vote. Commission Members Todd and V. Sepulveda abstained from the vote and Commission Members Owens and Thies were absent at this vote.
- b) The minutes from the meeting of June 11, 2019 were approved on Commission Member Eugene Sepulveda's motion, Commission Member Vicky Sepulveda seconds on a vote. Motion passed on a 7-0-2-2 vote. Commission Members Hendricks and Saulmon abstained from the vote and Commission Members Owens and Thies were absent at this vote.

## 3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Executive Director's onboarding and next steps.  
**The presentation was made by Jacqueline Yaft, Executive Director, Department of Aviation.**
- b) Finance & Operations Reports for Fiscal Year 2019 to date.  
**The presentation was made by David Arthur, Assistant Director, Department of Aviation.** Eugene Sepulveda expressed interest in creating a finance working group.
- c) Planning & Engineering Capital Improvement Project Monthly Status Reports.  
**The presentation was made by Lyn Estabrook, Project Management Supervisor, Department of Aviation.**
- d) Airport Tenant Updates.  
**The presentation was made by Julie Harris, Airport Property, Program Manager, Department of Aviation.**
- e) Ground Transportation Staging Area (GTSA) Monthly Update.  
**The presentation was made by Carlton Thomas, Airport Landside Access Manager, Department of Aviation.**

#### 4. ANNUAL INTERNAL REPORT

Airport Advisory Commission discussed draft report and agreed to add the IT Building and the Maintenance Complex to the Airport Advisory Commission goals and objectives.

#### 5. FOR RECOMMENDATION

- a) Authorize negotiation and execution of a multi-term contract with Creative Enterprise Solutions, LLC D/B/A Beyond20, to provide information technology service management solution, for up to five years for a total contract amount not to exceed \$450,000.

(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 insufficient subcontracting opportunities; therefore, no subcontracting goals were established).

A motion to approve was made by Commission Member Jeremy Hendricks' motion, Commission Member Vicky Sepulveda seconds on a vote. Motion passed on a 9-0-0-2 vote. Commission Members Owens and Thies were absent at this vote.

- b) Authorize negotiation and execution of a professional services agreement with CDM Smith, Inc., (staff recommendation) or one of the other qualified responders for Request for Qualifications Solicitation No. CLMP267 to provide on-call environmental/civil engineering and sustainability management consulting services for the 2019 ABIA Environmental and Engineering Services in an amount not to exceed \$2,000,000.

(Note: This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program) by meeting the goals with 15.80% MBE and 15.80% WBE participation.)

A motion to approve was made by Commission Member Ernie Saulmon's motion, Commission Member Frank Maldonado seconds on a vote. Motion passed on an 8-0-1-2 vote. Commissioner Watry chose to recuse himself. Commission Members Owens and Thies were absent at this vote.

- c) Authorize negotiation and execution of a multi-term contract with American Association of Airport Executives, to provide designated aviation channeling services and computer based training support, for up to five years in an amount not to exceed \$1,796,830.

(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).

A motion to approve was made by Commission Member Frank Maldonado's motion, Commission Member Jeremy Hendricks seconds on a vote. Motion passed on a 9-0-0-2 vote. Commission Members Owens and Thies were absent at this vote.

- d) Authorize negotiation and execution of a multi-term contract with Amadeus Airport IT Americas, Inc., to provide software maintenance and support services for the airport's shared use passenger processing system, for up to five years for a total contract amount not to exceed \$8,563,000.

(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).

A motion to approve was made by Commission Member Ernie Saulmon's motion, Commission Member Scott Madole seconds on a vote. Motion passed on a 9-0-0-2 vote. Commission Members Owens and Thies were absent at this vote.

Staff provided justification for contract amount based on the airport's IT demand for field technicians, back-end support and having virtual managers available 24/7.

## 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)*

Approve a resolution finding the use of the Design-Build method of contracting, as authorized by Subchapter G, Chapter 2269 of the Texas Government Code, is the project delivery method that provides the best value to the City for the Austin Bergstrom International Airport (ABIA) Terminal Baggage Handling System Upgrades to upgrade the current baggage handling system equipment to meet customer needs.

**[Item went to City Council June 19, 2019 and passed.]**

Approve an ordinance authorizing the issuance and sale by February 28, 2020 of City of Austin Airport System Revenue Bonds, Series 2019A (Non-AMT), in an amount not to exceed \$70,000,000 in accordance with the parameters set out in the ordinance, authorizing related documents, and approving related fees.

**[Item went to City Council June 19, 2019 and passed.]**

Approve an ordinance authorizing the issuance and sale by February 28, 2020 of City of Austin Airport System Revenue Bonds, Series 2019B (AMT), in an amount not to exceed \$300,000,000 in accordance with the parameters set out in the ordinance, authorizing related documents, and approving related fees.

**[Item went to City Council June 19, 2019 and passed.]**

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

Date of next meeting: August 13, 2019

### **ADJOURN**

Mike Rodriguez, Chair adjourned the meeting at 6:45 p.m.

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 Ammie Calderon, Aviation Department, at (512) 530-6605 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.**