

**GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN)
INTERLOCAL AGENCY**

MEETING OF THE BOARD OF DIRECTORS

MEETING HELD March 6, 2018 1:30 p.m.

AT Lower Colorado River Authority
LCRA Service Center, Room A502/503
3505 Montopolis Blvd.
Austin, Texas

MINUTES

1. Call to Order and Roll Call

GAATN Chairperson Dain Herbat called the meeting to order at 1:30 p.m.

The following announced as present at the start of the meeting:

Dain Herbat, on behalf of Travis County

Frank Ammons, on behalf of GAATN

Sarah Eichelberger, on behalf of GAATN

Syd Falk, GAATN attorney

Carlos DeMatos, on behalf of GAATN

Harold Nall, on behalf of the University of Texas

Jaime Guerra, on behalf of the University of Texas

Steve Pyle, on behalf of State of Texas DIR

Mike Gibbons, on behalf of Lower Colorado River Authority

John Kohmorgan, on behalf of Austin ISD

Gary Weseman, on behalf of Austin Community College

A quorum was established at roll call.

Members of the public:

Carolyn Lynam, on behalf of JC Communications

Tom McElhaney, on behalf of Titus Systems

Chris Gonzales, on behalf of BryComm

Cory Brymer, on behalf of BryComm

2. Citizen Communications

Jaime Guerra announced that Harold Nall was appointed as the new UT Alternate Board Member.

3. Review and Approve the minutes for the regular Board Meeting of February 6, 2018

Dain Herbat asked members to review the draft minutes from the regular Board meeting of February 6, 2018. Gary Weseman pointed out a minor spelling error in Agenda item 4C.

Gary Weseman moved to approve the draft minutes as amended; Steve Pyle seconded the motion and it passed unanimously.

4. Board Chairperson Update (45 minutes) – Discussion and possible action regarding:

A. Seeking approval to award agreement for GAATN Utility Notification RFP (AISD RFP18-042) for an intital term of April 5, 2018 to April 5, 2019

Sarah reported that this RFP was issued by AISD on January 23 and closed on February 20; one respondent submitted a proposal. Sarah stated that the sole respondent was the

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

current service provider and the proposal was for the same rate at which they currently provide this service. Gary Weseman moved to award the agreement for GAATN Utility Notification RFP (AISD RFP18-042) to One Call Concepts DBA Lonestar 811 for an initial period of April 5, 2018 to April 5, 2019; Jaime Guerra seconded the motion and it passed unanimously.

B. GAATN Backup Network Operation Control Center update

Syd asked all members to carefully review the redlined version of the ILA as soon as possible. The plan is to have the City attorney and City representatives sit down with Syd and the ILA subcommittee and negotiate the changes that GAATN has requested. Frank reported that he and Bruce met with the Division Manager at Public Works (PW). Generally, the process is that COA assigns a project manager and construction group and charges a fee of approximately 5-8% of the total project cost (at a project management rate of \$155/hr). Once a project manager is assigned, an estimate will be sent to GAATN for review/approval. Frank stated that once the agreement with PW/COA is executed, it typically takes six months for a project to commence. Dain Herbat asked what the other option is for GAATN; Frank said that GAATN can go out for an RFP on its own and manage the project. Frank said that GAATN has the option to extend the contract with IMEG to have them help GAATN draft an RFP for construction and manage the contractor awarded the construction contract. Steve Pyle talked about the issues of the state moving to Convention Center and decided it would probably be best to move to GAATN's other NOCC that is already built. Dain said he would like for GAATN to make a decision about who will manage the buildout. The Board directed network management to engage the PW department at COA to get a construction management estimate for the GAATN Backup NOCC. John Kohlmorgan moved to instruct Frank to engage to the PW department at COA under his spending authority; Dain Herbat seconded and it passed unanimously.

5. Technical Subcommittee Update – Discussion and possible action regarding: 50MIN

A. Seeking approval to award agreement(s) for GAATN Fiber Purchasing RFP (AISD RFP18-003) for an initial term of March 6, 2018 to June 30, 2021 with three (3) possible one-year renewals

Sarah reported that this RFP was issued by AISD on September 26 and closed on October 31; there were two respondents. She stated that an evaluation subcommittee of three Board Members reviewed the bids. Sarah said that the Technical Subcommittee reviewed this item at the February meeting and voted to recommend awarding agreements to both respondents. Dain Herbat moved to approve awarding agreements for GAATN Fiber Purchasing RFP (AISD RFP18-003) to Anixter and Graybar for an initial term of March 6, 2018 to June 30, 2021; Mike Gibbons seconded the motion and it passed unanimously.

6. Network Manager's Update – Discussion and possible action regarding:

A. Any existing network operations, repairs, or maintenance issues, including any that occurred since the last Board Meeting

1. Pending projects

Frank reported on the following pending/completed projects:

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

- A1N Segment 10 Non-armored replacement – completed 2/21
- Emergency maintenance hole repair 2nd and San Antonio – completed 2/23
- D1N splice case audits – ongoing through 5/21
- COA C1N Pard Decker Lane – completed 3/5

2. Treaty Oak Decommission project status update

Frank reported that the Decommissioning project is moving forward as planned and that AE has approved the make ready for most of the segments and the fiber has been ordered. Frank noted that management has not received responses from some entities on the ring prioritization, but that management will proceed based off of the responses already received and considering ring readiness in accordance with third party impacts. Frank said Right-of-Way permits are pending, but he feels confident that this project will be completed by October. Frank said once all of the AE permits are approved, management will be able to issue a tentative project schedule to all members, which he anticipates will be in the next 30 days.

3. Job Budget Tracking review

Sarah reported that management is currently tracking 32 jobs for the FY18 MAC budget totaling \$687k, leaving \$108k remaining for additional jobs.

4. GAATN Moves, Adds, and Changes RFP notification

Sarah reported that she sent out the draft MAC RFP to all members for review on Friday, February 23 with a request for feedback by March 16. She stated that management is working with AISD to issue this RFP on March 27 with a close date of April 17. Members said they would like to review the MAC specifications at the upcoming Technical Subcommittee meeting before it is issued. Sarah asked for two Board Members to volunteer to participate on the evaluation subcommittee; Harold Nall and Steve Pyle volunteered.

5. GAATN Legal Services RFQ (AISD RFQ18-097) closing March 20, 2018

Sarah reported that this RFQ was issued by AISD on February 20 with a closing date of March 20. She requested two Board Member volunteers for the evaluation subcommittee; Dain Herbat and Gary Weseman agreed to participate.

6. GAATN Bentley Management RFP (AISD RFP18-104) closing March 22, 2018

Sarah reported that this RFP was issued by AISD on February 20 with a closing date of March 22. She requested two Board Member volunteers for the evaluation subcommittee; Mike Gibbons and Jaime Guerra agreed to participate.

7. Executive Session: There was no executive session.

8. Discussion and possible action regarding the financial report and current fiscal year budget issues.

A. Financial Report

John Kohlmorgan distributed a current GAATN financial summary from AISD. He noted that there were some legal services invoices from last year that were paid from this year's budget and there would be a transfer from the reserve to cover pending FY18 legal fees.

**GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN)
INTERLOCAL AGENCY**

9. Meeting & Action Items Summary:

Frank noted that following action items for network management from this meeting:

- Distribute ILA to Board Members and request a one-week response
- Timelines and costs estimates for IMEG to draft RFP and manage construction vendor for GAATN Backup NOCC
- Engage COA PW project manager to obtain estimates for construction management of GAATN Backup NOCC
- Members will receive an electronic copy of the emergency declaration letter

10. Confirm date, time, and location for the next regular Board meeting on April 3, 2018 at 1:30 p.m. at the LCRA Service Center, 3505 Montopolis Blvd., Room A502/503, Austin, Texas.

A. Items to be added to the next Board Agenda:

1. Decision on construction management of GAATN Backup NOCC and A1N

The date, time, and location for the next regular Board meeting were confirmed; the meeting adjourned at 2:47pm.