

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

MEETING OF THE BOARD OF DIRECTORS

MEETING HELD May 1, 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 Board Vice-Chairman Gary Weseman called the meeting to order at 1:30 p.m.

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

Gary Weseman, on behalf of Austin Community College

Steve Pyle, on behalf of State of Texas DIR

Bruce Hermes, on behalf of City of Austin

Mike Gibbons, on behalf of Lower Colorado River Authority

Harold Nall, on behalf of the University of Texas

Jaime Guerra, on behalf of the University of Texas

Carlos DeMatos, on behalf of GAATN

Bo Kinsey, on behalf of Travis County

Brad Young, GAATN attorney

Sarah Eichelberger, on behalf of GAATN

Frank Ammons, on behalf of GAATN

A quorum was established at roll call.

Members of the public:

Chris Gonzales, on behalf of BryComm LLC

Cory Brymer, on behalf of BryComm LLC

Tom McElhaney, on behalf of Titus Systems

Wayne Wedemeyer, on behalf of himself

2. Citizen Communications

There were no citizen communications.

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

Gary Weseman asked members to review the draft minutes from the regular Board Meeting of April 3, 2018. Bruce Hermes pointed out a minor spelling error on Agenda Item 5A. Jaime Guerra moved to approve the draft minutes as amended; Mike Gibbons seconded the motion and it passed unanimously.

4. Technical Subcommittee Update – Discussion and possible action regarding:

A. Seeking approval for Travis County to purchase 12 strands on C1S

Jaime Guerra reported that the Technical Subcommittee reviewed this agenda item at the April Technical meeting and voted to recommend it to the Board. Jaime Guerra moved to approve the Travis County purchase of 12 strands on C1S in the red buffer

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tube for an amount of \$54,445.32; Bo Kinsey seconded the motion and it passed unanimously.

B. Seeking approval for SRN -- Perm Repair at Comal St and E 13th St

Frank stated that this project was reviewed at the April 17 Technical meeting and it was requested that management bring back another option to eliminate the proposed splice case. Frank reviewed both proposals and discussed both options; Frank said that network management recommends the original option with the splice case and slack point. Jaime Guerra pointed out that there is a UT cable overlashed that would need to be added to the scope of work. Jaime discussed the timing of the work and whether it could be performed on a weekend outside of peak hours. Jaime Guerra 14:05 moved to approve the SRN permanent repair at Comal St and E 13th St to include slack for a future splice case at a cost NTE \$57,397.19 and also requested that network management, under their spending authority, overlash the existing UT fiber on a weekend during daylight hours; Steve Pyle seconded the motion and it passed unanimously. Gary Weseman noted that there is an AE electrical make ready contingency of \$11,479 included in the proposal.

5. Board Chairperson Update – Discussion and possible action regarding:

A. Seeking approval for maintenance contractor FY18 retainage payment

Frank stated that, per the maintenance contract, 10% is held back every year as retainage until the Board reviews the contractors performance at the end of the year and approves the retainage payment. Frank reported that network management does not have any deficiencies to report for the maintenance contractor and that management is pleased with their performance. Jaime Guerra moved to approve the FY18 retainage payment to BryComm LLC; Bruce Hermes seconded the motion and it passed unanimously.

B. Seeking approval for first of three (3) possible renewals for GAATN Maintenance contract (AISD RFP P16-029) to BryComm LLC for a renewal term of July 1, 2018 to June 30, 2019

Frank said once again that management does not have any deficiencies to report for the maintenance contractor and is pleased with their performance. He said that management recommends approval of the first of three possible one-year renewals of the maintenance contract. Frank reminded the Board that they approved a \$50k increase to the maintenance contract line item, for a total of \$250k, in the FY19 budget to accommodate an annual OTDR testing, which is outside the scope of BryComm's base maintenance contract. Frank also reminded the Board that the annual OTDR testing was approved to be added to the GAATN Technical Guidelines at the April 3, 2018 Board Meeting. Gary Weseman said that the Board has already approved the additional \$50k to the maintenance budget for the OTDR testing and that the Board is only voting on the annual base maintenance contract today. Bruce Hermes moved to approve the first renewal of the GAATN maintenance contract (AISD RFP P16-029) to BryComm LLC in the amount of \$197,339; Bo Kinsey seconded the motion and it passed unanimously.

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C. Seeking approval for to award agreement for AISD RFQ18-097 for GAATN Legal Services for an initial term of July 1, 2018 to June 30, 2019 with four (4) possible one-year renewals

Sarah reported that the GAATN Legal RFQ closed on April 3, 2018 and there were three respondents. She stated that an evaluation subcommittee of Dain Herbat, Gary Weseman, and Frank Ammons independently reviewed and scored the responses. Sarah said that the evaluators unanimously ranked Bickerstaff Heath Delgado Acosta first and therefore the recommendation from the evaluation subcommittee was to award an agreement for GAATN Legal Services (AISD 18RFQ097) to Bickerstaff Heath Delgado Acosta LP. She noted that the proposed hourly rate for FY19 would be \$285/hour with a \$5 per hour increase per yearly renewal. Bruce Hermes moved to approve awarding an agreement for GAATN Legal Services (AISD 18RFQ097) to Bickerstaff Heath Delgado Acosta LP at an hourly rate of \$285 for the initial term of July 1, 2018 to June 30, 2019 with four (4) possible one-year renewals; Mike Gibbons seconded the motion and it passed unanimously.

D. GAATN Backup NOCC Update and Options

Frank reported that a meeting was held between City of Austin legal, Convention Center management, CTM management and network management on April 17 to discuss finalizing the ILA for the GAATN backup NOCC. After that meeting, City of Austin legal sent final redlines to GAATN legal for review. On April 24, a meeting was held between GAATN legal and GAATN Board and Tech chairs along with the City attendees from the April 17 meeting. From that meeting, it was agreed that the ILA is pretty much finalized. Frank said the primary concern with the ILA is that the Convention Center currently cannot grant an allotted amount of time for how long the NOCC could have a presence there for GAATN. Frank said that speculation has been three to five years, but nothing is locked in and it comes down to a business decision for GAATN. Frank reported that network management, along with Bruce Hermes, have been working with City of Austin Real Estate Department to weigh other site options on City property. Frank said that network management has compiled a list of four alternate NOCC locations for consideration – three City of Austin sites and one AISD site. Frank asked members to contact management if they have any other sites they would like considered or if they have any questions. Bruce Hermes said that he is hearing that the Convention Center can only guarantee three to five years and he doesn't think that is a good business decision for an investment that is over a million dollars.

6. Network Manager's Update (COA, 10 minutes) – Discussion and possible action regarding:

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

1. Treaty Oak Decommission project status update

Frank reported that the four Treaty Oak projects are on schedule to be complete with the exception of splicing and testing by the end of this fiscal year. Frank said that management has had some success working with AE on these

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projects. Frank said three members have replied with their ring priorities, so management will proceed with those priorities, but the coordination will be difficult with all of the entities involved. Frank said management is still working with the drop dead date of October. Bruce Hermes pointed out that GAATN will be working with only one NOCC until and that underlines the urgency to finding a backup NOCC location. Bruce asked if management would do anything differently with regard to the Treaty Oak decommissioning project if GAATN determined it would go into a backup NOCC that was closer than the Convention Center. Frank said that management will need to look further into that.

2. Pending projects

Frank reviewed the following pending/completed projects:

- C1N Perm repair at Braker and Walnut Ridge – completing 5/2
- A1N Non-armored replacement Segment 6 – scheduled to complete 5/9
- Supernode Connector alignment projects – scheduled to complete 5/16
- D1N Splice case audits – scheduled to complete 5/21
- AISD C1N node replacement at Pecan Springs ES – completed 4/16

3. Job Budget Tracking review

Sarah reported that the FY18 MAC budget is currently 92% committed, leaving \$62,500 remaining for additional jobs. She noted that seven projects will have expenditures that carryover into FY19, which means that the FY19 MAC budget is already 15% committed.

4. GAATN Moves, Adds, and Changes RFP update (AISD RFP18-112)

Sarah reported that the GAATN MAC RFP had just closed at 2pm and that the evaluation subcommittee of Harold Nall, Steve Pyle and Frank will receive the bids later that week for review and will meet on May 7. Sarah stated that the evaluation subcommittee's scores will be reviewed at the May Technical meeting and from there a Technical Subcommittee recommendation will be brought to the June Board meeting for approval to award.

5. GAATN Bentley Management RFP (AISD RFP18-104) update

Sarah noted that the Bentley Management RFP also just closed and AISD has already reported that only one response was received by the current vendor. She said that the evaluation subcommittee of Mike Gibbons, Jaime Guerra and Frank will review and score the submission and this will be reviewed at the May Technical Meeting and June Board Meeting.

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

This item was not discussed.

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9. Meeting & Action Items Summary (10 minutes):

Frank reviewed the following action items for network management from this meeting:

- Look into cost savings that could be realized with Treaty Oak decommissioning if GAATN chooses to have backup NOCC at FS #4.

10. Confirm date, time, and location for the next regular Board meeting on June 5, 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:

The date, time and location for the next regular Board meeting were confirmed; the meeting adjourned at 2:13 p.m.