

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

MEETING HELD May 15, 2018 at 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

GAATN Technical Subcommittee Chairperson Jaime Guerra called the meeting to order at 1:30 p.m.

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

Jaime Guerra, on behalf of the University of Texas

Dain Herbat, on behalf of Travis County

Frank Ammons, on behalf of GAATN

Gary Weseman, on behalf of Austin Community College

Carlos DeMatos, on behalf of GAATN

John Kohlmorgan, on behalf of Austin ISD

Bo Kinsey, on behalf of Travis County

Mace Royston, on behalf of Lower Colorado River Authority

Harold Nall, on behalf of the University of Texas

Bruce Hermes, on behalf of City of Austin

Brad Young, GAATN attorney

A quorum was established at roll call.

Chris Gonzales, on behalf of BryComm

Cory Brymer, on behalf of BryComm

James Bailey, on behalf of ADB

Charles Ross, on behalf of JC Communications

2. Citizen Communications

There were no citizen communications.

3. Review and approve minutes from the regular Technical Subcommittee meeting of April 17, 2018

Jaime Guerra asked members to review the draft minutes from the regular Technical Subcommittee meeting of April 17, 2018. Gary Weseman moved to approve the draft minutes as presented; Dain Herbat seconded the motion and it passed unanimously.

4. Maintenance Contractor's Report

A. Maintenance updates

Chris Gonzales reported that, since the last meeting, the maintenance contractor completed inspections of SRS and SRN; 15 deficiencies were corrected on those two rings.

B. Material Inventory status

Chris said there were no changes since the last meeting.

5. Project and Budget Review

A. GAATN Project Status report

Frank reviewed the following pending/completed projects:

- Supernode Connector Alignment projects – scheduled to complete 6/5

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

- D1N Splice Case Audit – ongoing through 5/21
- A1N non-armored replacement Segment 6 – completed 5/9
- C1N Permanent repair @ Braker Lane – completed 5/2

B. Job Budget Tracking review

Frank reported that the FY18 MAC budget is 92% committed, leaving approximately \$61,500 for additional FY18 jobs.

6. Committee Chair's Update and Report – discussion and possible action on:

A. GAATN Access Policy Discussion

Frank said that a member has requested an access policy for GAATN supernode sites be created; Frank reviewed the access policies and said that network management is reviewing all policies to ensure they are up to date. Frank said there are currently two policies that should be combined – a GAATN access policy and a GAATN supernode site policy.

Frank recommended combining the two policies and attaching entity-specific information to the policy. Jaime suggested keeping it fairly general. Gary Weseman said he is mostly concerned with supernode sites since those are the sites that every entity is in. John Kohlmorgan suggested gathering each entity's process for access/badging.

B. Entity-specific cables moves, adds and changes/maintenance discussion

Frank said this agenda item is related to entity-specific node cables that share GAATN pathway and when an entity would have to pay to re-overlash their node cable to GAATN. Frank recalled that in the May Board meeting, a project was approved that has an entity cable overlashed and approval was also granted for GAATN to pay to re-overlash the entity cable under the network manager's spending authority. Frank said that he confirmed that the site that entity cable originates from is on the GAATN site list and therefore that entity pays network rights percentages based on that site. Frank asked the Technical Subcommittee to consider situations where an entity would need to pay for their cable to be re-overlashed. Frank said this would be an ongoing conversation and that he and Carlos have discussed drafting a policy that would define what situations would warrant an entity paying for a re-overlash. Frank asked members to send him any feedback or suggestions on this matter. Jaime said he definitely thinks a policy should be written to address: when an entity pays, what vendors they are permitted to use, and how GAATN documents tie cables on the site list. Jaime asked if management could have a draft policy by the June Technical meeting.

C. Off-peak maintenance window discussion

Frank noted that this agenda item was requested by a member that would like for the GAATN Technical Subcommittee to consider changing the maintenance window from 7 a.m. to 7 p.m. to another time outside of peak hours. Frank said he doesn't think it's feasible for all seven entities to have staff overnight for this purpose. Dain asked what the contracts call out; Frank said the contracts do not call a time frame out but the GAATN maintenance procedures do call out the 7 a.m. to 7 p.m. window. Jaime asked if that is weekdays only or if weekends are possible; Frank said the procedure does not call days of the week out. Frank said that if the window is changed to overnight hours, it would have a huge impact on all entities and their staffing as well as network management. Jaime asked if it could be considered on a case-by-case basis. Dain said that it does minimize risk to do cuts after hours. Frank asked members to consider the implications of changing the maintenance window including making sure they are staffed during those hours. Dain said before this is brought to the Board that each entity needs to look at the impact to them and determine if it's possible. Gary said that if there is a critical need by an entity then GAATN can look at that

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

case and make an accommodation. Jaime said that GAATN can continue with business as usual and entities can make accommodation requests as needed.

D. UT NOCC Relocation

Jaime announced that the UT campus NOCC is about to be relocated; he said that once the contractor completes the space, it will take about two months for them to fully relocate but they are already placing fiber to the facility. He said several GAATN entities may have equipment on campus and need to get with Harold to discuss whether they need to have access to their equipment or if they are okay with Harold's team accessing and maintaining their equipment. Jaime said that UT has to comply with HIPAA and any entities that access the new space will need to comply with HIPAA.

E. GAATN Backup NOCC Update and Options

Frank said network management is continuing to look into all viable options for a backup NOCC site with much recent progress while continuing dialog with Convention Center management at an executive level with COA-CTM. Bruce Hermes reported that, about three weeks ago, CTM executives had a meeting with Convention Center management and COA and GAATN legal; the meeting was problematic because they could not agree on a duration of occupancy. Since that meeting, he heard that they would be able to assure three to five years after construction, but most lately, they have said they are willing to work with GAATN as necessary. Bruce said that Frank articulated how the Convention Center has benefitted from GAATN and that has helped to bring them around. Bruce said that Frank has made great progress on looking at an alternate site close to Treaty Oak that looks very promising. The only issue with an alternate location is that it would need to go back to City Council for approval to negotiate. Dain said he would like to see a cost estimate for the fire station. Frank said he is working on a business case study comparing/contrasting both sites to bring to the Board. Dain said he would like to see a comparison of the following: costs, access, ability to execute (ILA, construction time), proximity to four main rings, and distance from City Hall.

F. Seeking recommendation for award of GAATN Bentley Management RFP (AISD 18RFP104)

Frank stated that this RFP closed on May 1 with one respondent, who is the current contractor for this service. Frank said an evaluation subcommittee of himself, Mike Gibbons and Jaime Guerra independently reviewed and scored the submission and they received a perfect score. Frank stated that the proposed prices are the exact same that GAATN is currently paying. Frank said the recommendation is to award this RFP to Advanced.1, LP. Gary Weseman moved to recommend for Board approval awarding the GAATN Bentley Management RFP (AISD 18RFP104) to Advanced.1, LP for an initial term of July 1, 2018 to June 30, 2019 with four (4) possible one-year renewals; John Kohlmorgan seconded the motion and it passed unanimously.

G. Seeking recommendation for award of GAATN MAC RFP (AISD 18RFP112)

This item was discussed in executive session for attorney consultation Tex. Gov't Code Section 551.071. Upon reconvening in open session, Frank stated that the MAC RFP was issued on April 10 and closed on May 1 with four respondents: ADB, BryComm, JC Communications, and Titus Systems. Frank said that a pre-proposal conference was held at AISD on April 18. Frank reported that, in consultation with AISD, a best and final offer (BAFO) was requested and received the week prior. Frank said an evaluation subcommittee of himself, Steve Pyle, and Harold Nall met on May 7 and reviewed and independently scored the submissions. Frank said that AISD provided the formula for calculating the financial scores; and in order to calculate the financial scores, three sample projects that are typical to GAATN were populated with the unit pricing provided by each vendor from their BAFO, and the average cost of these three sample projects was used as the baseline to calculate the

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

financial scores. Frank reviewed the handouts including the evaluation/financial scoring and rankings, as well as the current contractor deficiency reports and the sample projects used to calculate the financial scores. Frank said that hard copies of the submissions were available for member review upon request. Frank said the Technical Subcommittee is charged with recommending to the Board how many contractors to award based off of the rankings. Jaime Guerra moved to recommend for Board approval awarding a GAATN MAC contract (AISD 18RFP112) to the two highest ranked vendors (Vendor A and Vendor B) based off of the evaluation/financial scores for an initial term of July 1, 2018 to June 30, 2021 with two (2) possible one-year renewals; Dain Herbat seconded the motion and it passed unanimously.

H. Seeking recommendation for A2N - Re-route on Sabine between 4th and 6th St

This item was discussed in executive session for design review Tex. Gov't Code Section 418.181 ("H.B. 9"). Upon reconvening in open session, Frank reviewed the related City of Austin code handout. Frank said this project is underway with a design and is scheduled to run from May 2018 to June 2019 and will impact the FY19 GAATN budget. This project is relocating GAATN aerial pathway to underground and there is a proposal available for review by the Technical Subcommittee. The cost of the underground pathway will be paid by the City of Austin. GAATN will be responsible for paying for the cost to relocate it's cable to the underground pathway. Frank said the estimated cost for this project is approximately \$32k. Gary Weseman moved to recommend for Board approval the technical design of the A2N Re-route on Sabine between 4th and 6th St project; Bruce Hermes seconded the motion and it passed unanimously.

- 7. Executive Session:** At 2:18 p.m. GAATN Technical Subcommittee Chairperson Jaime Guerra announced that the GAATN Technical Subcommittee was adjourning for closed session under ex. Gov't Code sections 551.071 and 418.181 ("H.B. 9"), to seek legal advice or to preserve confidentiality as permitted by law (including but not limited to pending, anticipated or contemplated litigation concerning) on agenda items 6G and 6H.

At 2:57 p.m. Jaime Guerra announced that the GAATN Technical Subcommittee was reconvening in open session for discussion and actions, if any, on matters considered in closed session. Agenda Items 6G and 6H were the only items discussed in executive session.

- 8. Confirm date, time, and location for the next Technical Subcommittee meeting as June 19, 2018 at 1:30 p.m. at the LCRA Service Center, 3505 Montopolis Blvd., Room A504, Austin, TX.**
The date, time, and location for the next regular Technical Subcommittee meeting were confirmed, the meeting adjourned at 3:03 p.m.