

GREATER AUSTIN AREA TELECOMMUNICATIONS NETWORK (GAATN) INTERLOCAL AGENCY

GAATN TECHNICAL SUBCOMMITTEE MEETING

MEETING HELD July 23, 2019 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 (Including a roll call)

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 at Austin

Harold Nall, on behalf of The University of Texas at Austin

John Killgore, on behalf of State of Texas DIR

Steve Pyle, on behalf of State of Texas DIR

John Kohlmorgan, on behalf of Austin ISD

Gary Weseman, on behalf of Austin Community College

Dain Herbat, on behalf of Travis County

Sarah Eichelberger, on behalf of GAATN

Mace Royston, on behalf of Lower Colorado River Authority

Bo Kinsey, on behalf of Travis County

Carlos DeMatos, on behalf of GAATN

A quorum was established at roll call.

Bruce Hermes, on behalf of City of Austin, arrived at 1:33 p.m.

Chris Gonzales, on behalf of BryComm LLC

Cory Brymer, on behalf of BryComm LLC

Doug Wilson, on behalf of JC Communications

Wayne Wedemeyer, on behalf of The University of Texas at Austin

2. Citizen Communications

There were no citizen communications.

3. Review and approve minutes from the regular Technical Subcommittee meeting of June 18, 2019

Gary Weseman moved to approve the draft minutes as presented; Dain Herbat seconded the motion and it passed unanimously with Bruce Hermes abstaining.

4. Maintenance Contractor's Report

A. Maintenance updates

Chris reported that the maintenance contractor completed inspections on C1N, C1S and C2S; they corrected 27 deficiencies with 45 deficiencies still pending which are mainly pole transfers waiting on other comms. Jaime asked about the process for the pole transfer and whether they are contacted by the other comm or Austin Energy. Chris said it depends on whether a NJUNS ticket was submitted, but typically it's not, and they just catch them on the next inspection cycle.

B. Material Inventory status

Chris said that BryComm used 762 feet of AISD 72-count (ct) fiber for Mathews node replacements on A1N. Dain noted that the emergency stock inventory was a little low, but asked Carlos to hold

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off on ordering more cable until the standard cable size for the sub rings is determined. Carlos said that the supplier has 100k feet of 114-ct in stock so there is no concern about lead time.

5. Network Manager's Update

A. GAATN Backup NOCC Project Status Update

Carlos reported that he had a meeting with Public Works (PW) and the engineer. PW has chosen a contractor to produce a bid, but it will need to go to City Council for approval, and it is already on the August 22 agenda. Bruce explained that PW has a number of construction contractors that are on rotation, but this project is a little larger than usual. Jaime asked when GAATN can expect their cost proposal; Carlos said he cannot get a cost proposal until Council approves the process and the not-to-exceed (NTE) project amount. Bruce said the NTE is \$1 million. Carlos noted that IMEG will provide a revised construction estimate. Jaime wants clarification as to what the \$1 million includes and if the NTE needs to be increased so it doesn't have to go back to Council if it exceeds that amount.

B. Treaty Oak Decommissioning Project

Carlos said the last ring, SRN, is scheduled to be decommissioned on July 27 and 28; JC Communications is contacting all of the entities to make sure they will be available on those dates.

C. GAATN Project Status report

Carlos reviewed the following pending/completed projects:

- D1N Re-route @ Mueller – scheduled to complete on 7/25
- SRN Treaty Oak Decommissioning – scheduled to complete 7/28
- COA City Hall UPS Replacement – not yet scheduled, possibly August, Carlos will notify members when scheduled
- SRS Treaty Oak Decommissioning – completed 6/20
- A2N Treaty Oak Decommissioning – completed 6/18
- COA C1N FS #26 node replacement – completed 7/15
- AISD A1N Mathews ES node replacements – completed 6/25
- AISD A2N Construction Management Decommissioning – completed 6/26
- AISD B2S Southfield Building PH-2 new node install – completed 6/27
- AISD C1S Joslin ES input node repair – completed 7/2
- COA A1N FS #19 node relocate – completed 6/20

Jaime asked Carlos to add the following jobs for UT:

- UT replacement of A2N input cable to campus
- UT replacement of A2N output cable to campus

D. Job Budget Tracking report

Sarah reported that there are two jobs under the FY20 MAC budget totaling \$47k, leaving \$663k remaining in the budget for additional jobs.

E. FY20 GAATN Cost Avoidance Report Update

Sarah said that she sent individual spreadsheets to entities on July 9 with a requested response by July 30; she also sent reminders earlier in the day. To date, only one entity has responded. She noted that UT is helping with obtaining benchmark pricing. She plans to compile all responses and present the report at the August Board meeting.

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

A. GAATN Network Management Service Level Agreement (SLA)

Sarah said that Frank sent the redlined draft of the SLA to members on July 16 and asked for individual replies/comments by July 26. She noted that the only changes are the dates and that the annual contract amounts are now called out in Attachment B. She said there were concerns about GAATN having future flexibility to add duties or resources in the future, and she pointed

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out where that flexibility appears in the SLA. She noted that the current SLA expires on August 31 and the new one will be brought to the August 6 Board meeting for approval and then to the August 22 City Council meeting for approval. Jaime asked what the yearly amounts were based on; Sarah said these amounts are proposed by CTM finance and the year 1 for \$422k is based on the market value for the positions and benefits whereas year 2 for \$436k is a true-up based on actual salaries and benefits. She said after year 2, there is a 1.6% increase per year. She said that the \$422k for year 1 for the three FTEs was already approved in GAATN's FY20 budget on January 8, 2019. Jaime asked if the Board members would like to see any further breakdown of the costs in the Board meeting; Dain said the costs are reasonable and he doesn't need to see any further breakdown. Bruce said the costs GAATN will pay are probably less than the actual costs to the COA and he sees this as a good value to GAATN. Jaime requested a couple of minor changes, but also wanted to make sure that the SLA scope of work captured the duties stated in the new tie-in cable policy. Jaime also requested that the language regarding FTEs be consistent throughout the document. Sarah said she would make the requested changes and send out a revised redline by the end of the week. Dain asked members to please send any feedback ASAP as this will be voted on at the Board meeting in two weeks.

B. GAATN Ticketing System Software

Sarah said that, at the last annual evaluation, management was asked to look into a ticketing solution for GAATN. She and Carlos reviewed some solutions and found a couple of options to bring to them, one being a simple bare bones solution and one being a more expensive but robust solution. She showed some screen shots of the dashboards for each solution and discussed the features of each. She showed members the quotes for the licenses based on 15 technicians. John Kohlmorgan asked for a demo of the ServiceDesk Plus; Sarah said she would schedule that for the next Technical meeting. Dain asked if GAATN needs to issue a RFP for this service; Sarah said no because the amount is well below the competitive bidding threshold in the education code and it's a subscription based service. John said he didn't think purchasing the subscription would be an issue and asked management to obtain a quote for additional technicians and any add-ons that might be useful for GAATN.

C. Pole-attachment lease agreement subcommittee update

Carlos noted that the subcommittee will meet again in the next three weeks and will bring a recommendation for changes to the Technical Guidelines concerning how GAATN approaches node cables and extensions beyond the GAATN footprint including costs, pole attachments, and lease agreements. Jaime said that at the last subcommittee meeting, they asked Carlos to compile the pole agreement costs that GAATN pays as well as costs that individual entities pay for those types of agreements. Jaime asked for this to remain as a standing agenda item.

D. Potential technical guidelines updates to standard rings cable fiber strand counts

Jaime said he requested this agenda item because a member had posed the question of whether the strand count for an upgrade project was sufficient to meet GAATN's needs. Carlos showed a document illustrating the cost delta between different fiber strand counts, including splicing costs and labor/materials. All scenarios show 100k feet of cable replacement and nine splices. Jaime said that Carlos was looking at the variable costs and in all these scenarios; the variable cost would be the cost of material and the extra labor (splicing/testing). He said that the cost for make ready and to place the cable is \$50k in all of the scenarios. Jaime said it's warranted to upgrade the standard on the seven sub rings from 114-ct to 144-ct and he is prepared to make a motion to do so, and he's already drafted those changes in the Technical Guidelines. John Kohlmorgan asked Jaime why not standardize 192-ct on all of the rings, like GAATN has already done on the four transport rings, especially since GAATN has already approved the allocation tables. John said the document presented takes the upfront costs into account but doesn't account for the

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maintenance costs. Jaime said he didn't suggest 192-ct because it was a 25% cost increase, but if that is the will of the Technical Subcommittee and Board, then he would recommend it. John said if GAATN is going to change the standard count, then having the same size standard for all rings is the direction he would lean, but he still isn't convinced there's a need for it. Dain said he would support a 192-ct standard on all rings as well. Jaime said he is hearing consensus that GAATN may support standardizing all rings at 192-ct, but members need to see the recurring costs to make that decision. Bruce Hermes left the meeting at 2:32 p.m.

E. Tracking of GAATN tie cables and associated sites

Jaime said this issue was discussed while putting together the tie-in cable policy. Carlos said this topic is currently being discussed in the Pole-attachment lease agreement subcommittee, because management is going to have to track cables that are owned by individual entities since the pathway is all GAATN and all permits are pulled under GAATN. Carlos said he plans to track them by the sheath numbers in Bentley. Jaime said the tie-in cable policy outlines the responsibilities for network management concerning individual entity tie cables. Jaime asked Carlos if he will have a spreadsheet that shows all entity tie cables; Carlos said he will put that together. Jaime said he wants to see some progress on a tracking mechanism stored in a central repository. Carlos said management will need to compile information such as end-to-end locations of the tie cables and any splicing on those cables. Jaime said management could start with an email to members to populate their sites that aren't on a GAATN ring but use GAATN pathway. Carlos said management has a site list that has distances from points to points of entity sites.

F. A1N Upgrade Project

Jaime said he requested this agenda item because it's the top priority project from the May 21 design session. He let members know that he'll request an agenda item at the upcoming Board meeting for approval provided that Carlos can get proposals back in time. Carlos said he is putting together an estimate, but will only be able to bring in a few priority segments for approval at the Board meeting. Gary said he'd like to see some solid costs for the Convention Center before making a decision on A1N.

G. Seeking recommendation for UT Existing Unassigned Fiber Acquisition Policy (EUFAP) request to purchase six strands on C1N

Carlos said that UT has requested to purchase six strands on C1N through the EUFAP. The six strands will be in the blue-black buffer tube. Dain Herbat moved to recommend for Board approval the UT EUFAP request to purchase six strands on C1N; Gary Weseman seconded the motion and it passed unanimously.

H. Review redesign of UT B1N node cables for the PRC Campus

This item was discussed in executive session for design review per Tex. Gov't Code Section 418.181. Upon reconvening in open session, no action was taken on this item.

I. Seeking recommendation for new UT C2S site at the Johnson Wildflower Center

This item was discussed in executive session for design review per Tex. Gov't Code Section 418.181. Upon reconvening in open session, members discussed that this project will involve a highway crossing and temporary shutdown of MOPAC; someone from network management will be onsite during the crossing. Gary Weseman moved to recommend for Board approval the new UT C2S site at Johnson Wildflower Center; John Kohlmorgan seconded the motion and it passed unanimously.

J. Seeking recommendation for new UT C1N site for the PRC Campus

This item was discussed in executive session for design review per Tex. Gov't Code Section 418.181. Upon reconvening in open session, Gary Weseman moved to recommend for Board

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approval the new UT C1N site for the PRC Campus; Dain Herbat seconded the motion and it passed unanimously.

K. Seeking recommendation for B2S reroute at 288-ct along Burleson Road to make use of Fiberlight acquisition not to exceed \$142k

This item was discussed in executive session for design review per Tex. Gov't Code Section 418.181. Upon reconvening in open session, Jaime said this discussion will be postponed until the next Technical meeting pending the standard fiber strand-count discussion.

L. Seeking recommendation for GAATN 288-count tie cable SRN to SRS, Kealing MS to Travis HS

This item was discussed in executive session for design review per Tex. Gov't Code Section 418.181. Upon reconvening in open session, Dain asked Carlos to bring a proposal for 192-count to the Board meeting for approval.

- 7. Executive Session:** At 2:56 p.m., Jaime Guerra announced that the GAATN Technical Subcommittee was adjourning for closed session under Tex. Gov't Code section 418.181 ("H.B. 9") to preserve confidentiality as permitted by law on agenda items 6H, 6I, 6J, 6K, and 6L.

At 3:17 p.m., Jaime Guerra announced that the GAATN Technical Subcommittee was adjourning from executive session. Agenda items 6H, 6I, 6J, 6K, and 6L were the only items discussed.

- 8. Confirm date, time, and location for the next Technical Subcommittee meeting as August 20, 2019 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 3:28 p.m.