

SAN FRANCISCO AIRPORT COMMISSION



CALENDAR

Tuesday, February 5, 2019

9:00 A.M.

**Room 400 - City Hall
#1 Dr. Carlton B. Goodlett Place
(400 Van Ness Avenue)
City and County of San Francisco**

LONDON N. BREED, MAYOR

COMMISSIONERS

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Airport Director

C. CORINA MONZÓN

Commission Secretary

**SAN FRANCISCO INTERNATIONAL AIRPORT
SAN FRANCISCO, CALIFORNIA 94128**

AIRPORT COMMISSION CALENDAR
Tuesday, February 5, 2019

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ABOUT THE MEETING

Each agenda action item and certain discussion items are supported by documents which may include written communications to members of the Airport Commission, staff reports, resolutions, and/or consultant reports. Agenda documents may be obtained by calling the Commission Secretary at 650-821-5042 or visiting <https://www.fllysfo.com/about-sfo/airport-commission/agendas-minutes-recordings>. The Commission Secretary has a limited number of copies at the Commission meeting. If a copy is unavailable at the meeting, the requested document(s) will be mailed, emailed, or faxed the same day.

Any materials distributed to members of the Airport Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for inspection at the Airport Commission Office at San Francisco International Airport, 5th Floor, International Terminal, G side during regular business hours.

Members of the public who wish to address the Commission are asked to fill out a "Request to Speak" form, located next to the speaker's microphone. Please submit the form to the Commission Secretary. For items on the agenda, speakers will be called after the discussion by the Commission but before the vote. Each speaker is allowed one opportunity per calendar item to address the Commission for a period of up to two (2) minutes. For items not on the agenda, but within the Airport Commission's jurisdiction, speakers will be called under "New Business," the public comment portion of the calendar. Again, speakers will be given up to two (2) minutes.

All cell phones, pagers or other similar sound-producing devices must be turned off during Commission meetings; "silent mode" is prohibited as the device may interfere with the recording system. The Chair may order the removal of any person responsible for the use of a cell phone, pager, or other similar electronic device.

DISABILITY ACCESS

The Airport Commission's meeting room, Room 400, Fourth Floor, City Hall is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are #5 Fulton, #21 Hayes, #42 Downtown Loop, #47 Van Ness and #49 City College lines and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 415-923-6142. There is accessible parking across the street from City Hall at Polk (Dr. Carlton B. Goodlett Place) and McAllister.

For American Sign Language interpreters or use of a reader during a meeting, please contact the Commission Secretary at 650-821-5042 at least two business days before a meeting. Assisted listening devices are available upon request. See the Commission Secretary at the meeting for assistance. A driver's license or other photo I.D. is required in order to check out the device. Large print copies of the agenda can be made available by contacting the Commission Secretary's Office at least two business days in advance of need.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and City and County agencies exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code), to receive a free copy of the Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force by telephone at 415-554-7724, by facsimile at 415-544-5163, or by e-mail at SOTF@sfgov.org. The Sunshine Ordinance Task Force Office is located in City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689. Copies of the Ordinance can also be obtained from the San Francisco Public Library and on the City's website at <http://www.sfgov.org/sunshine/>.

LOBBYIST ORDINANCE

Individuals that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Government Conduct Code Sections 2.100-2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, phone 415-252-3100, FAX 415-252-3113 and website: <http://www.sfgov.org/ethics/>.

a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PROCEDURES

CEQA Appeal Rights under Chapter 31 of the San Francisco Administrative Code. If the Commission approves by an exemption or negative declaration an action identified as the Approval Action (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA decision prepared in support of that Approval Action is thereafter subject to appeal within the time frame specified in S.F. Administrative Code Section 31.16. Typically, an appeal must be filed within 30 calendar days of the Approval Action. For information on filing an appeal under Chapter 31, contact the Clerk of the Board of Supervisors at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, or call (415) 554-5184. If the Department's Environmental Review Officer has deemed a project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained on-line at <http://sf-planning.org/index.aspx?page=3447>. Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

AIRPORT COMMISSION CALENDAR
Tuesday, February 5, 2019

ORDER OF BUSINESS

A. CALL TO ORDER:

B. ROLL CALL:

C. ADOPTION OF MINUTES: Regular meeting of January 15, 2019.

D. SPECIAL ITEMS:

- 1. Recognition and Ratification of the Name SFO Museum; Approval of SFO Museum's Revised Mission Statement, Code of Ethics, and Collection Management Policy; and Delegation of Authority to the Airport Director to Accept Gifts Valued at Under \$500,000 to the SFO Museum Collection**

Recognition and ratification of the name SFO Museum; approval of SFO Museum's revised Mission Statement, Code of Ethics, and Collection Management Policy; and delegation of authority to the Airport Director to accept gifts valued at under \$500,000 to the SFO Museum collection.

E. ITEMS INITIATED BY COMMISSIONERS:

F. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE:

- 2. Approval of a Trial Program with Briggo, Inc. and Café X Technologies, Inc. for Installation and Operation of Robotic Espresso Vending Machines**

Resolution approving a twelve-month trial program with Briggo, Inc. and Café X Technologies, Inc. for installation and operation of robotic espresso vending machines.

- 3. Award of the Domestic Parking Garage Food Truck Lease LN Foods, LLC**

Resolution awarding the Domestic Parking Garage Food Truck Lease to LN Food, LLC.

4. **Authorization to Reject All Proposals from Request for Proposals (RFP) for Professional Services Contract No. 50164 and Re-Issue Request for Proposals as Professional Services Contract No. 50164.01 for Guest Services Training, Mystery Shopping, and Consultation Services**

Resolution to (1) authorize rejection of all proposals from Request for Proposals for Professional Services Contract No. 50164 and (2) re-issue a Request for Proposals for Professional Services Contract No. 50164.01 for Guest Services training, mystery shopping, and consultation services, and enter into negotiations with the highest ranked proposer.

5. **Approval of Modification No. 6 to Professional Services Contract No. 9299 with Customer Service Experts, Inc. to Increase the Contract Amount by \$145,000 to Facilitate Guest Services Training Program, Including the Training Impact Plan and the Mystery Shopping Program**

Resolution approving Modification No. 6 to Professional Services Contract No. 9299 with Customer Service Experts, Inc. to increase the contract amount by \$145,000 for a new not-to-exceed contract amount of \$1,495,000.

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

Action Items. All matters listed under the Consent Calendar are considered to be routine in nature and will be considered and acted upon by a single vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or the public so requests, in which event the matter will be discussed before a vote is taken.

6. **Establishment of Two Pools of Investment Banking Firms**

Resolution establishing two pools of firms to provide investment banking, derivative counterparty and related services.

7. **Approval of Revised Lease Specifications and Authorization to Accept Proposals for the Airport Luggage Cart Lease and Operating Agreement**

Resolution approving the revised lease specifications and authorizing Staff to accept proposals for the Airport Luggage Cart Lease and Operating Agreement.

8. Approval of a Lease Agreement with China Airlines Limited for a Portion of Airport Building 648 on Plot 10

Resolution approving a lease agreement with China Airlines Limited for a portion of Airport Building 648 and ramp space on Plot 10, and directing the Commission Secretary to forward the Lease to the Board of Supervisors for approval.

9. Approval of Lease Amendments No. 1 to the Terminal 3 Concourse Specialty Store Lease No. 09-0176 with Air Sun JV and the Terminal 3 Bath and Beauty Store Lease No. 12-0088 with Purity Cosmetics

Resolutions approving lease amendments No. 1 to: (1) the Terminal 3 Concourse Specialty Store Lease No. 09-0176 with Air Sun JV and (2) the Terminal 3 Bath and Beauty Store Lease No. 12-0088 with Purity Cosmetics, extending the term of each lease through December 31, 2020 or earlier with six months' advance notice.

10. Approval of Modification No. 1 to Contract No. 3829.61, Medium Voltage Station 'BP' Replacement and Telecommunication Infrastructure Expansion Project Schembri Construction Co., Inc.

Resolution approving Modification No. 1 to Contract No. 3829.61, Construction Services for the Medium Voltage Station 'BP' Replacement and Telecommunication Infrastructure Expansion Project, with Schembri Construction Co., Inc. to extend the contract duration by 150 consecutive calendar days with no additional cost to the contract.

H. NEW BUSINESS:

Discussion only. This is the "Public Comment" section of the calendar. Individuals may address the Commission on any topic within the jurisdiction of the Airport Commission for a period of up to two (2) minutes. Please fill out a "Request to Speak" form located on the table next to the speaker's microphone and submit it to the Commission Secretary.

I. CORRESPONDENCE:

J. CLOSED SESSION:

There are no planned agenda items for a Closed Session for the current meeting.

In the event of any urgent matter requiring immediate action which has come to the

attention of the Airport Commission after the agenda was issued and which is an item appropriately addressed in Closed Session, the Airport Commission may discuss and vote whether to conduct a Closed Session under Brown Act (California Government Code Sections 54954.2(b)(2) and 54954.5) and Sunshine Ordinance (San Francisco Administrative Code Section 67.11).

If the Airport Commission enters Closed Session under such circumstances, the Airport Commission will discuss and vote whether to disclose action taken or discussions held in Closed Session under the Brown Act (California Government Code Section 54957.1) and Sunshine Ordinance (San Francisco Administrative Code Section 67.12).

K. ADJOURNMENT: