SAN FRANCISCO AIRPORT COMMISSION

CALENDAR

Tuesday, April 21, 2020

9:00 A.M.

Meeting held by teleconference pursuant to the Governor's Executive Order N-29-20 and the Eighth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency

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Vice President
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IVAR C. SATERO
Airport Director

C. CORINA MONZÓN
Commission Secretary

SAN FRANCISCO INTERNATIONAL AIRPORT
SAN FRANCISCO, CALIFORNIA 94128

During the Coronavirus Disease (COVID-19) emergency, the Airport Commission's regular meeting room, City Hall, Room 400, is closed. Commissioners and Airport staff will convene remotely. The public is encouraged to submit comments in advance of the meeting in one of three ways: (1) email AirportCommissionSecretary@flysfo.com, (2) record a message on the Airport's dedicated public comment line (650) 821-5050 or (3) complete an Online Form. Comments submitted by 5 pm the Monday before the meeting will be included in the record.
Providing Public Comment – Instructions

1. **DIAL** the Toll-Free number listed above for the meeting.

2. Enter the **ACCESS CODE** listed above then **press #**.

3. **Press # again** to join the meeting as a participant.

4. When you hear that “you are connected to the meeting as a participant”:
   a) STOP and LISTEN TO THE MEETING
   b) Wait for Public Comment to be announced (either by item # or under New Business)

5. When the Commission Secretary calls for Public Comment, **dial ‘1’ then ‘0’** to be added to the speaker line.

6. When the system message says your line is unmuted, provide your comment after the tone [BEEP] – **THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT** *(this is not a question-and-answer period, this is your time to provide a statement)*.

7. You will have **2 minutes** to provide your comments.

8. Once your 2 minutes have ended, you will be moved out of the speaker line and back to listening as a participant in the meeting (unless you disconnect).

9. Participants who wish to speak on the other items on the agenda may stay on the meeting line and listen for the Commission Secretary’s next prompt for public comment.

**BEST PRACTICES**

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners
AIRPORT COMMISSION CALENDAR
Tuesday, April 21, 2020

ORDER OF BUSINESS

A. CALL TO ORDER: ................................................................................................ 5
B. ROLL CALL: ......................................................................................................... 5
C. ADOPTION OF MINUTES: Regular meeting of April 7, 2020............................... 5
D. DIRECTOR’S REPORT (Discussion Only): .......................................................... 5
E. ITEMS INITIATED BY COMMISSIONERS (Discussion Only): ............................. 5
F. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE: .................................................................................................. 5
G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS: ............ 6
H. NEW BUSINESS: ................................................................................................. 8
I. CORRESPONDENCE: ........................................................................................... 8
J. CLOSED SESSION: ............................................................................................... 8
K. ADJOURNMENT: ................................................................................................. 8
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’s Office at 650-821-5028.

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.

The public is encouraged to submit comments in advance of the meeting in one of three ways: (1) email AirportCommissionSecretary@flysfo.com, (2) record a message on the Airport’s dedicated public comment line (650) 821-5050 or (3) complete an Online Form. Comments submitted by 5 pm the Monday before the meeting will be included in the record.

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 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/.

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, April 21, 2020  

ORDER OF BUSINESS

A. CALL TO ORDER:

B. ROLL CALL:

C. ADOPTION OF MINUTES: Regular meeting of April 7, 2020.

D. DIRECTOR’S REPORT (Discussion Only):  
   • Novel Coronavirus (COVID-19) Update  
   • Report on other recent San Francisco International Airport activities, events, and announcements

E. ITEMS INITIATED BY COMMISSIONERS (Discussion Only):

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

1. Approval of Phase D (Establish Final Guaranteed Maximum Price) to Contract No. 11055.66, Design-Build Services for the Boarding Area A Gate Enhancements Project  
   Skanska USA Building Inc.  
   $15,500,753

   Resolution approving Phase D (Establish Final Guaranteed Maximum Price) to Contract No. 11055.66, Design-Build Services for the Boarding Area A Gate Enhancements Project, with Skanska USA Building Inc., in an amount of $15,500,753 to establish the Final Guaranteed Maximum Price of $101,854,624, and to increase the Contract duration to 1,264 consecutive calendar days.

2. Approval of Phase D (Establish Final Guaranteed Maximum Price) to Contract No. 11002.66, Design-Build Services for the International Terminal Checked Baggage Inspection System Modernization Program and Baggage Handling System Improvements Project  
   Skanska USA Building Inc.  
   $10,420,528
Resolution approving Phase D (Establish Final Guaranteed Maximum Price) to Contract No. 11002.66, Design-Build Services for the International Terminal Checked Baggage Inspection System Modernization Program and Baggage Handling System Improvements Project, with Skanska USA Building Inc., in an amount of $10,420,528 to establish the Final Guaranteed Maximum Price of $91,720,833, increase the contingency to $7,948,292, and increase the Contract duration to 1,384 consecutive calendar days.

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.

3. Authorization to Enter into an Other Transaction Agreement and to Accept and Expend Transportation Security Administration Funds for the National Explosives Detection Canine Team Program in an Estimated Amount of $3,408,750

Resolution authorizing Staff to enter into an Other Transaction Agreement and to Accept and Expend Transportation Security Administration funds for the National Explosives Detection Canine Team Program in an estimated amount of $3,408,750 plus additional amounts up to 15% of the original amount that may be offered.

4. Approval of Modification No. 5 (Annual Renewal) to Professional Services Contract No. 11252.41, Activation Planning Services Program SFO Partners $3,091,400

Resolution approving Modification No. 5 (Annual Renewal) to Professional Services Contract No. 11252.41, Activation Planning Services Program, with SFO Partners, a joint venture between Abadjis Systems, Limited, and AGS, Inc., to increase the Contract amount by $3,091,400 for a new Contract amount not to exceed $8,500,000 and to extend the Contract through May 23, 2021.

5. Approval of Modification No. 11 to Professional Services Contract No. 50043 to Add New Subtasks to the Airport Planning Scope of Services Landrum & Brown, Inc. $1,800,000
Resolution approving Modification No. 11 to Professional Services Contract No. 50043 with Landrum & Brown, Inc. to add new subtasks to the Airport Planning Scope of Services in support of ongoing Airport planning projects, and increase the Contract by a not-to-exceed amount of $1,800,000, for a new total not-to-exceed Contract amount of $6,800,000.

6. **Approval of Modification No. 2 to Professional Services Contract No. 50080 to add a new subtask to the Airport Planning Scope of Services**
   
   **HNTB Corporation**
   
   **$800,000**

   Resolution approving Modification No. 2 to Professional Services Contract No. 50080 with HNTB Corporation to add new subtasks to the Airport Planning Scope of Services in support of ongoing Airport planning projects, and increase the Contract by a not-to-exceed amount of $800,000, for a new total not-to-exceed Contract amount of $2,500,000.

7. **Approval of Modification No. 2 to Contract No. 4105.76, Construction Services for the Terminal Upper Level Viaduct Improvements, Phase I Project**
   
   **Pilot Construction Management, Inc.**
   
   **$300,000**

   Resolution approving Modification No. 2 to Contract No. 4105.76, Construction Services for the Terminal Upper Level Viaduct Improvements, Phase I Project, with Pilot Construction Management, Inc., to increase the Contract amount by $300,000 for a new Contract amount of $2,180,000 with no increase to the Contract duration.

8. **Approval of Modification No. 3 to Contract No. 10568.61, Construction Services for the Airport Terminals Fire Alarm System Upgrade Project**
   
   **CF Contracting, Inc.**

   Resolution approving Modification No. 3 to Contract No. 10568.61, Construction Services for the Airport Terminals Fire Alarm System Upgrade Project with CF Contracting, Inc., extending the Contract duration by 128 days, for a new Contract duration of 840 consecutive calendar days with no changes to the Contract amount.
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: