

SAN FRANCISCO AIRPORT COMMISSION



MINUTES

Tuesday, March 19, 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
LARRY MAZZOLA
President

LINDA S. CRAYTON
Vice President

ELEANOR JOHNS
RICHARD J. GUGGENHIME
MALCOLM YEUNG

IVAR C. SATERO
Airport Director

C. CORINA MONZÓN
Commission Secretary

SAN FRANCISCO INTERNATIONAL AIRPORT
SAN FRANCISCO, CALIFORNIA 94128

Minutes of the Airport Commission Meeting of
Tuesday, March 19, 2019

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Minutes of the Airport Commission Meeting of
Tuesday, March 19, 2019

A. CALL TO ORDER:

The regular meeting of the Airport Commission was called to order at 9:00 A.M. in Room 400, City Hall, San Francisco, CA.

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B. ROLL CALL:

Present:	Hon. Larry Mazzola, President Hon. Eleanor Johns Hon. Richard J. Guggenhime Hon. Malcolm Yeung
Absent:	Hon. Linda S. Crayton, Vice President

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of March 19, 2019 were adopted unanimously upon a motion by Commissioner Johns and a second by Commissioner Guggenhime.

No. 19-0050. Regular meeting of **March 19, 2019.**

D. SPECIAL ITEMS:

Item No. 1 was approved unanimously by a motion by Commissioner Johns and a second by Commissioner Yeung.

1. Retirement Resolution for Ms. Felicia Bragg

No. 19-0051. Resolution to thank Ms. Felicia Bragg for 28 years of service to the City and County of San Francisco, of which 23 years were spent in the service of the San Francisco International Airport, and to offer best wishes for a long and fruitful retirement.

Mr. Ivar Satero, Airport Director said Commissioners, it's my pleasure to present this resolution. Felicia's not here this morning, but she's just been an incredible asset to the Airport and to the City and County of San Francisco. 28 years with the City, 23 years with SFO and I, I think about the success of our internships in the City. And she was, she's a great example of how important those internships are. She started as a summer Engineering Intern and built her full career through the City and at the Airport and really showed such great adaptability and willingness to engage in so many different things. She was a, started as a Design Engineer, did it, was a Construction Inspector, a

Construction Manager, a Project Manager, and ultimately finished up as the Office Manager for Design and Construction. And is the Architect of the Design and Construction Help Desk process which now has I think has over 500 orders attached to it. So we're going to miss Felicia. She did an incredible job for the Airport and the City but we wish her well and recommend you approve her resolution.

Commissioner Mazzola said and we want to thank her very much for her service.

E. ITEMS INITIATED BY COMMISSIONERS:

Commissioner Mazzola said so I think as you know everybody knows that the Board of Supervisors decided to name Terminal 1, Harvey Milk and ignored this Commission and did all that on their own. They didn't even have the courtesy of calling anybody here. They may have called you Ivar but, they didn't call any Commissioner that I know of. And now they're going ahead and have another resolution about our signage and how we can put the Harvey Milk sign up throughout the Airport. All of this is costing the Airport some millions of dollars and they can just pass anything they want, put that bill on us. We have to pay that \$3 or \$4 million bucks, whatever they want. If they want to do something else, I guess we have to pay that too. I don't know. I'm getting frustrated about this. I talked to our lawyer about it. She told me that the Charter gives them some authority. They could trump what they do here or they could do it without talking to us. I now would like to see that language, the Charter language. I want to see if it says that they can ignore the Commission and if they can bully us because, I'm starting to feel bullied. There's typically bullying, pushing their weight around and telling us what we have to do. Our Director appeared before them and tried to make a proposal and a compromise and they belittled him. And he had, you had a terrible time there. Am I right? And I don't think we ought to be pushed around like that. If the Charter says they can push us around and they could do what they want, you know that, that's, and the Charter says I don't believe it says that. So I'd like you to provide to the, not just me, to all the Commissioners the language that gives them the right to tell us we have to pay for the full \$5 million bucks and we have to do what they say, and they can continue. Now maybe we do what they say. And then six months from now, they want something else, they do it again, and they do it again. I don't understand where this is all going. So please help me out with that language.

Commissioner Johns asked may I respond? So I was very sorry to hear what happened at Rules Committee and frankly, I was surprised because I didn't know that this was coming before that day. And I'm very sorry there weren't discussions beforehand. That would perhaps produced a more agreeable resolve than what has happened. And so, I don't know if there's anything that can be done at this point but I hear you using the term bullying and I would hope that we would not come put that sort of situation where we could not work something out with the Board of Supervisors so that it's done in a more agreeable fashion and I was very sorry to hear that the event that was planned in May to honor the Airport, don't remember the exact name of the group.

Mr. Satero responded Equity California.

Commissioner Johns said Equity California. I know Bevan Dufty was a Co-Chair he had talked to me about it. I'm very sorry to hear that this incident has made that event to be, well I guess that the event is going on but we are no longer going to be honored which I think is very unfortunate. So I am hoping that we can find some way to work together to some mutual conclusion.

Commissioner Mazzola said so Commissioner, I appreciate your concerns and I always want to try to work something out. But when they first started this some months back originally, I tried to work it out. I reached out to all of the Supervisors, tried to talk to them about it, told them that we have an Airport Policy, a Naming Policy here. And they're just not considering our policy, they're ignoring our policy, none of them wanted to talk to me. So they, we couldn't work it out then. This time around, the same thing. I put a phone call into every one of them. I got to say four did call me back but they all four said, that they are all going to do what they want to do and oh well. So I'm no longer in the mood to compromise. They've got me, they got me, my back against the wall, really, I do feel bullied. I absolutely feel bullied. That body is just pushing me around, pushing this Board around. And I'll tell you, I don't know if it's my Italian in me or what it is. But, I have to fight. I can't just sit back and take it any longer. If you tell me as the attorney that here's the language, here's the language that says that they can bully you, okay. I don't believe it says that and I like to go further with that and find out more about that.

F. ACTION ITEMS RELATED TO ADMINISTRATION, OPERATIONS & MAINTENANCE

Item No. 2. was approved unanimously by a motion by Commissioner Johns and a second by Commissioner Guggenhime.

2. Modification No. 1 to Contract No. 50106 with the Jones Payne Group, Inc. for Noise Insulation Consulting Services to Exercise the First 1-Year Option and Increase the Contract Amount by \$6,350,000

No. 19-0052. Resolution approving Modification No. 1 to Contract No. 50106 with the Jones Payne Group, Inc. for noise insulation consulting services to exercise the first of two 1-year options; and increase the not-to-exceed amount of the contract from \$950,000 to \$7,300,000. Federal Aviation Administration grants are expected to fund approximately \$4,700,000 of the \$7,300,000 total contract amount.

Mr. Leo Fermin, Business & Finance Officer said good morning Commissioners. The Airport's Noise Insulation Program (or NIP) includes the ongoing original program established in the past few years or past many years plus a new replacement and second chance Initiative. Basically two sets of work are done. First there's a use of a specialized consultant to determine the eligibility of homes. This consultant also develops insulation plans and construction drawings; then separately, the actual installation of insulation treatments is done by a construction contractor. To illustrate what the Noise Consultant does, I will summarize the services provided in the current 2016 to 2019 phase of the NIP. For this current phase, first we received 63 applications. Then the 63 addresses were

checked against the Airport's and the Consultant's databases to see if the property was insulated previously. And County easement records were also researched for a noise easement on the property. The addresses were also checked against the current noise contour and a drive by is done to ensure each property was not demolished. After this work was done some properties were removed from the list because they in fact had been previously insulated or was demolished or was outside of the current noise contour. The 63 homes were then reduced down to 39 homes. Next, the Consultant contacted each of the 39 homeowners to obtain agreements for indoor noise testing and make appointments for the Consultant to conduct these acoustical tests inside the homes. Those that had an indoor noise level exceeding 65 decibels (db) qualified for insulation. Of the 39, 19 were tested since 20 owners declined to sign the agreements or changed their minds. The 19 homeowners whose houses were acoustically tested were then asked to execute an Agreement to have their homes insulated and provide a noise easement. Meanwhile, we held off recording the easement until after the insulation work was completed. Next an architectural survey was conducted to measure and inventory items such as windows and doors. The survey also checked to see that there were no code violations or room conversions or renovations which lacked building permits in the home. For reasons such as these or change of mind again, or the homeowner failed to execute the Agreement, the 19 properties got reduced to 13 properties. Architectural design commenced and plans and specifications were developed uniquely for each home. While this was being done, 4 additional homeowners dropped out and construction documents were completed for the remaining 9 homes. The Consultant worked with staff to do the construction bid call and the Contractor selection and will assist staff in finalizing the construction contract. The Consultant also monitors and checks the construction work as it progresses. The bid for these 9 homes is currently being reviewed by the FAA. So, in the end, after initially receiving applications for and processing 63 homes, 9 homes will be insulated. Nonetheless we have to pay for services to process all 63 applications. Over the next two years we expect to process about 1,000 applications. We will need our Consultant to provide the services I just described to process these applications. And so consequently, we request your approval of Modification No. 1 to this contract, exercising the first one-year option and adding \$6,350,000, of which approximately \$4.7 million will be paid for by FAA noise grants. I'll be happy to answer any questions.

Commissioner Johns said, so Leo thank you for that explanation because I wondered about all of the things you described for us. But to get from 63 to 9, I'm just curious, do you have a feeling as to, are we making it too difficult for some of these people or is it just they don't want to get involved because they did some some work unpermitted or they don't think it's?

Mr. Fermin responded this is a number of reasons. In this example, we get all kinds of situations that arise. For example, couples in the process will get divorced, then they can't execute the easement. Someone passes away, the can't execute the easement. The FAA requires that all names on the title execute, sign the easement. So if somebody passes away, that person can't do it. We actually have one case in which we were ready to begin

construction, but the homeowner decided that her cats would be stressed out by the construction work so she changed her mind, she cancelled. So it's hard for me to say exactly what, but we do have instances where a home was in fact previously insulated, but now we have the new replacement program we talked about July 1st. So if those insulation treatments wear out, then we could replace those. But in the past, that was not the case.

Commissioner Johns asked so the insulation that they put in, is different from heat and cold insulation, it's specific to sound?

Mr. Fermin responded yes. For example, it's the window might be double pane glass to reduce the sound. There might be items put in the attic to deaden the noise, a door, the front doors maybe replaced if the doors are not thick enough, that sort of thing.

Commissioners Johns said well good luck with the next 1,000.

Mr. Fermin responded thank you. It's very tedious work actually.

Commissioner Johns thanked Mr. Fermin.

Item No. 3. was approved unanimously by a motion by Commissioner Johns and a second by Commissioner Guggenhime.

3. Award of the Terminal 2 Specialty Lease No. 2 to MRG San Francisco, LLC

No. 19-0053. Resolution awarding the Terminal 2 Specialty Retail Lease No. 2 to MRG San Francisco, LLC; and directing the Commission Secretary to request approval of the lease from the Board of Supervisors.

Ms. Cheryl Nashir, Director, Revenue Development and Management said good morning Commissioners. I'm here this morning to seek your approval to Award the Terminal 2 Specialty Retail Lease No. 2 to MRG San Francisco, LLC. It will operate the space as a theme to gift store called Hello Karl. This is a nod to Karl, which is a social media name for the fog in San Francisco. The store will feature designs that reminiscing of the fog including digital screens on the ceiling from the front of the store all the way to the back, and down the back wall will show the fog like rolling over the Golden Gate Bridge and so on. It's really a beautiful design. More importantly, the store is going to feature a lot of local product from local artisans and boutique brands. Some of those brands are Charles Chocolates, Elizabeth W, Etta & Billie, San Franpsycho and Gorrin Brothers Bold Hatmakers. A few of these have been in our pop-up retail program. The Terminal lease is seven years and rent is the greater of a percentage structure or a minimum annual guarantee of \$225,000. First year sales are estimated \$2.1 million which would result in rent being \$306,000 for that year. Current rent earned on this space is \$257,000. MRG San Francisco,

LLC is a partnership between Las Vegas based Marshall Retail Group who has 80% ownership, and two ACDBE owned partners. One who has 10% is Marilla Ginsberg who is a current tenant of ours and the other 10% ACDBE owner is Procurement Concepts, Inc. from San Diego. Marshall Retail Group currently operates the District Market in Terminal 3 and will operate two newsstands opening in Terminal 1 next year. You may recall that we RFP'd this space over a year ago and it was awarded to the incumbent operator. A few months later that incumbent operator let us know they were retiring and asked that we assign the lease and we don't assign leases. It's a general rule before stores or restaurants are even open. So we rescinded the award and so this is our second RFP on this process. This lease will require the approval of the San Francisco Board of Supervisors. I would be happy to take any questions.

Commissioner Mazzola announced we have a speaker. Roderick McOwan.

Mr. Roderick McOwan, Chief Development Officer, Marshall Retail Group said good morning members of the Commission. I'm just absolutely delighted with the opportunity to create another unique retail experience in San Francisco. It's a great play off of Karl the fog with Hello Karl. I believe all of the passengers and customers that come into the store will find it equally intriguing. Thank you.

Commissioner Mazzola said thanks for your comments.

Item No. 4. was approved unanimously by a motion by Commissioner Johns and a second by Commissioner Guggenheimer.

4. Award of the Terminal 3 Boarding Area F Cafe Lease, a Small Business Enterprise Set-Aside, to Rylo Management, LLC

No. 19-0054. Resolution awarding the Terminal 3 Boarding Area F Cafe Lease, a Small Business Enterprise set-aside, to Rylo Management, LLC; and directing the Commission Secretary to request approval of the lease from the Board of Supervisors.

Ms. Nashir, Director of Revenue Development and Management said good morning once again. I'm here this morning to seek your approval to Award the Terminal 3 Boarding Area F Cafe Lease, a small business set aside to Rylo Management, LLC. They will operate the space as Farley's Community Café through a licensing agreement with a long time, Potrero Hill and uptown Oakland operator of the same name. This compact location at the end of Boarding Area F near Gate 88 will feature a coffee bar, a spirits' bar, pastries, salads, sandwiches, crepes, and pre-packaged snacks, and drinks. This is at the far end of Boarding Area F. The term of the lease is 10 years. Rent is the greater of a tiered percentage rent structure or a minimum annual guarantee of \$310,000. First year sales are estimated at \$2.45 million which would result in the minimum rent being paid of

\$310,000. Current rent earned on the space is \$238,000. It's operating today as a Peet's Coffee and Tea. Rylo Management is a local, woman owned ACDBE business. They presently operate one location in Terminal 1 called Three Twins in Boarding Area C. We received four proposals in response to this RFP and sadly, had to disqualify two incomplete submittals. This is the first small business set aside we've conducted for a food and beverage location in my memory at least. At least in 11 years. We occasionally do SBE's, Small Business Enterprise set-asides on retail. But if not felt the need to do so on food because, we have a lot of small business participation on our food and beverage leases. We felt it was really successful though, in terms of creating a more level playing field than not having small companies competing against really large companies again for the highly sought after food and beverage locations. And we will be coming to you at the next meeting to kick off two more food and beverage set aside leases. This lease requires the San Francisco Board of Supervisors approval and I would be happy to take any questions.

Commissioner Mazzola announced we have another speaker here, Gina Graziano.

Ms. Gina Graziano said good morning Airport Commissioners and Airport Director. I'm so honored and so excited to have this opportunity to bring Farley's to SFO. We do operate a location currently at SFO and it's been a great success. So I'm thankful that you guys have recommended us and hopefully award us today. But I also want to say thank you, as a small business owner. It's been really, really hard to compete against the really big businesses. I've bid for the last six years. And come in second place on many but never was outbid on a lot of the locations by the big players that have endless pockets. And I'm just as a small business owner, these set-asides are really needed. And I know you guys have done them in retail, but food and beverage, I've seen a lot of my counterparts, small business rollover, partner up with the big businesses, and that's not where I wanted to see my company go. And with, I've had a lot of the same employees since I've started. And I just wanted them to live on at SFO. So thankful for this opportunity, I really, really appreciate it. And I hope you do more small business set-asides. Thank you.

Commissioner Mazzola said thank you. Good luck there.

At approximately 9:25 am Commissioner Johns exited the room and returned at approximately 9:30 am.

Item No. 5. was approved by Commissioners Mazzola, Guggenhime, and Yeung on a motion by Commissioner Guggenhime and a second by Commissioner Yeung.

5. Award of the Shoeshine Service Lease to SFO Shoeshine, LLC

No. 19-0055. Resolution awarding the Shoeshine Service Lease to SFO Shoeshine, LLC.

I am Cheryl Nashir, Director of Revenue Development & Management. I am here for

another award this morning and that is for the Shoeshine Service Lease to SFO Shoeshine, LLC. This LLC is made up of five members and they are five of the seven existing, independent shoeshine operators at SFO. The term of the lease is three years with one 3-year option. Rent is the greater of 5 percent of sales or a Minimum Annual Guarantee of \$27,500. Since our former shoeshine concessionaire left, we have had individual permits with the individual operators. We've started off with eight and currently there are seven at the Airport. Through this experience, we determined that we really did need for scheduling and consistency, and just overall management purposes a shoeshine concession and not rely on these individual permits that we then had to manage in my office. And we didn't have the ability to move operators around if someone called in sick and so on. So we put together an RFP and we are delighted that most of our independent operators banded together, formed an LLC and are now prepared to sign a lease with us. While a small business enterprise certification was not required, this truly is small local business. SFO Shoeshine, LLC has committed to abide by the Airport's Worker Retention Policy. So the two operators that did not join this group to go after this lease, will keep their jobs. There are four shoeshine locations at SFO, all in the Domestic terminals and I would be happy to answer any questions.

Commissioner Guggenhime said you know those, they work really hard out there and I don't see them particularly busy the many times I'm at the Airport. So, I just hope this works. The rent, I mean it may not seem like a huge amount of money but it's a lot of money to make \$27,500 off one space. And I just hope it goes well.

Ms. Nashir said thank you.

Commissioner Mazzola said so I was just going to comment. The placement of the shoeshine stand in Terminal 2, which is the only one I know of, is terrible. You know it's almost down the hall to what it looks like an exit, a fire exit or something. You can't see it. So they put a sign out in front so maybe you can read the sign, but you don't see the stand, you know. Are they going to be in the same place? Are they going to be out more so that the public could see them?

Ms. Nashir responded, the four locations will stay at, as is. The one in Boarding Area B will close in July and we'll have a new one in Boarding Area C. But, in all our new developments, we will heed your comments and get them out in the front as we can.

Commissioner Mazzola asked a more prominent area where people can walk by and see them. That one and two is hiding down there.

Item No. 6. was approved unanimously by a motion by Commissioner Guggenhime and a second by Commissioner Johns.

6. Authorization to Call for Bids for Contract No. 11440.61, Construction Services for the Runway 28L Reconstruction Project

No. 19-0056. Resolution approving the scope, budget, and schedule for Contract No. 11440.61, Construction Services for the Runway 28L Reconstruction Project, and authorizing the Director to call for bids.

This proposed action is the approval action for purposes of California Environmental Quality Act, as defined by Section 31.04(h) of the San Francisco Administrative Code.

Mr. Geoff Neumayr, Chief Development Officer said good morning Commissioners. This request is for your approval to proceed with the projects and approval of the scope, budget, and schedule and authorization for a call for bids for construction services for the Runway 28L Reconstruction Project. In the Spring of 2017, overlay work was performed on Runway 28L. During the construction, a sectional runway showed signs of subsurface failure and fatigue requiring extended investigation and analysis not allowing any repair work to be done at that time. Since that time, there's also been continued to be pavement failures that have occurred requiring emergency repairs and shutdowns to that runway. An analysis has been completed, design has been completed, and a long term repair methodology has been engineered. This Project provides for the repair work, construction requiring the reconstruction of the 1900 ft. section of the Runway. This construction will require three weeks of work and will require the closing of two intersecting runways in this period. Flight delays and cancellations are expected while the Staff is working closely with the airlines and the FAA to mitigate these delays as best as possible during this period. The Engineer's estimate for this project is \$17.2 million with a contract schedule of 120 consecutive calendar days. The San Francisco Planning Department Environmental Planning Division has determined that the Runway 28L Reconstruction Project is category exempt from the California Environmental Quality Act as a Class 2 Exemption. This is a federally funded project and up to 75% of this cost is reimbursable by the FAA through the FAA's Airport Improvement Program. Because this is a federally funded contract, no LBE goals are provided for this project. The Airport has established a 14.3% sub-consultant participation goal and alignment with the federal DBE program. We recommend your approval and please let me know if you have any questions in regard to this.

There were no questions.

Item No. 7. was approved unanimously by a motion by Commissioner Guggenlime and a second by Commissioner Johns.

7. Approval of Phase C1 to Contract No. 10072.66 Design-Build Services for the Courtyard 3 Connector Project
Hensel Phelps Construction Company
\$15,165,120

No. 19-0057. Resolution approving Phase C1 to Contract No. 10072.66, Design-Build Services for the Courtyard 3 Connector Project, with Hensel Phelps Construction Company, to increase the contract capacity by \$15,165,120 for a new contract capacity amount of \$65,165,120 and to extend the contract duration to 1,215 consecutive calendar days, revise the scope, and increase the contingency amount to \$4,887,384.

Ms. Judi Mosqueda, Director of Project Management said good morning Commissioners. This Item is for your approval of Phase C1 for our contract with Hensel Phelps for the Courtyard 3 Connector Project. The Phase C1 approval will increase the contract capacity by \$15.2 million for a new contract capacity of \$65.2 million, and increase the contract duration and authorize a new contingency. The Courtyard 3 Connector Project will build a new pre-security and post-security connector between Terminals 2 and 3, as well as an adjacent office building for Commission staff, tenant lease space, and passenger amenities. This Phase C1 approval would increase the contract capacity to add design services, and it also includes a revision to the scope of work to include an upgrade of the structure to be built as an essential facility for resiliency purposes. It also included added width in the Connector to accommodate a moving walkway, and an additional tenant build-out. The contract budget has increased from \$192.3 million to \$232.6 million to accommodate the revised scope of work. The revised budget fits within the overall budget for the Ascent Program Phase 1. The current contract forecast is \$232.5 million and includes appropriate levels of contingency. The project's schedule is proposed to be extended from April 2021 to July 2021 due to the extension of the Programming Phase for the revised scope of work. The LBE goals for this contract are 15% for design services and 20% for construction services. Hensel Phelps is committed to meeting these goals. We recommend your approval and I would be happy to answer questions.

Commissioner Mazzola said so again I don't see the sub-contractor list. We had asked for reports that we see who the subs are.

Ms. Mosqueda said and at this point, let me think about this one for a moment. The action at hand is not awarding, Phase C1 is awarding design services and it's asking you to recognize that we're revising the scope of work. So we aren't adding subs at this time but you should always have a list of any subs. I'll make sure I.

Commissioner Mazzola said thank you. So when we do get the other Phase, please put

the sub-contractor.

Ms. Mosqueda responded yes.

Commissioner Mazzola thanked Ms. Mosqueda.

There were no further questions.

Item No. 8. was approved unanimously by a motion by Commissioner Johns and a second by Commissioner Yeung.

8. Approval of Phase C1 to Contract No. 11118.76 Design-Build Services for the International Terminal Building (ITB) Phase 1 Project
Clark Construction Group – California LP
\$5,072,281

No. 19-0058. Resolution approving Phase C1 to Contract No. 11118.76, Design-Build Services for the International Terminal Building (ITB) Phase 1 Project, with Clark Construction Group – California LP, to increase the contract capacity by \$5,072,281 for a total contract capacity amount of \$32,577,808, with no change to the contract duration.

Ms. Mosqueda said good morning Commissioners. This Item is for your approval of Phase C1 for our contract with Clark Construction for the International Terminal Building Phase I Project. The Phase C1 approval will increase the contract capacity by \$5.1 million for a new contract capacity amount of \$32.6 million, and authorize a new contingency amount. The purpose of the International Terminal Building Phase 1 Project is to improve the Departures Level building in multiple ways, including expanding both security screening checkpoints to reduce wait times, enlarging duty-free retail areas to increase revenue generating opportunities, and upgrading hold rooms and restrooms to improve the passenger experience. This Phase C1 approval would increase the contract amount to allow for design services to be added to the contract. Staff will return for the approval of future incremental changes to authorize trade packages for construction and to establish a final guaranteed maximum price. The project remains on schedule to be substantially complete in February of 2021. The LBE goals for this contract are 16% for design services and 13% for construction services and Clark is committed to meeting these goals. We recommend your approval and I would be happy glad to answer questions.

There were no questions.

Item No. 9. was approved unanimously by a motion by Commissioner Guggenhime and a second by Commissioner Mazzola.

9. Determination to Proceed with the Electric Shuttle Buses and Electric Vehicle Chargers Installation Project and Authorization to Call for Bids for Contract No. 11295.61, Construction Services for the Electric Shuttle Buses and Electric Vehicle Chargers Installation Project

No. 19-0059. Resolution determining to proceed with the Electric Shuttle Buses and Electric Vehicle Chargers Installation Project; approving the scope, budget, and schedule for Contract No. 11295.61, Construction Services for the Electric Shuttle Buses and Electric Vehicle Chargers Installation Project; and authorizing the Director to call for bids.

This proposed action is the approval action for purposes of CEQA, as defined by Section 31.04(h) of the San Francisco Administrative Code.

Mr. Geoff Neumayr, Chief Development Officer said this request is for your approval to proceed with the project and approval of the scope, budget, and schedule and authorization for a call for bids for construction services for the Electric Shuttle Buses and Electric Vehicle Chargers Installation project. The Airport is purchasing six new electric zero emission buses along with three bus chargers at Plot 700. This project provides for the construction to install the bus chargers and provide the required infrastructure and site development for the installation of these bus charges. The Engineer's estimate for this project is between \$2.4 million and \$2.7 million with the contract's schedule of 280 consecutive calendar days. The San Francisco Planning Department's Environmental Planning Division has determined that the electric shuttle buses and electric vehicle chargers installation project is categorically exempt from the California Environmental Quality Act. The City's Contract Monitoring Division has established a local business enterprise subcontracting participation requirement of 20% for this requirement. We recommend your approval and I'd be happy to answer questions you might have.

There were no questions.

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

The Consent Calendar, Item Nos. 10 through 15, was approved unanimously upon a motion by Commissioner Guggenhime and a second by Commissioner Johns.

10. Award of Contract No. 9266 to TransCore, LP for Ground Transportation Management System Software and Equipment Maintenance
\$2,683,210

No. 19-0060. Resolution awarding Contract No. 9266 to TransCore, LP for Ground Transportation Management System Software and Equipment Maintenance in an amount not to exceed \$2,683,210 for a term of five years.

11. Award of Professional Services Contract No. 50091.01 for Fixed Assets Review Services Kevin W. Harper CPA & Associates
\$210,000

No. 19-0061. Resolution awarding Professional Services Contract No. 50091.01 for fixed assets review services to Kevin W. Harper CPA & Associates, in an amount not to exceed \$210,000, for a period of two years.

12. Approval of Phase C5 to Contract No. 9322.66 Design-Build Services for the Renovation of Cargo Buildings 900 and 944 Project
XL Construction

No. 19-0062. Resolution approving Phase C5 to Contract No. 9322.66, Design-Build Services for the Renovation of Cargo Building 900 and 944 Project, with XL Construction, to extend the total contract duration to 732 consecutive calendar days.

13. Authorization to Accept Proposals for the Automated Equipment Rental Lease

No. 19-0063. Resolution approving the revised lease specifications, and authorizing Staff to accept proposals for the Automated Equipment Rental lease.

Commissioner Johns said I just have one question, it's Item 13 about the Automated Equipment Rental Lease. I'm just a little confused, I don't know exactly what it is because it's talks about renting mobility scooters, wheel chairs, strollers, car seats. And wheel chairs I thought we always provided so I couldn't understand what this was.

Ms. Nashir responded so we have a pilot test of this going on right now. And we have a few machines in our Baggage Claim areas. It looks like a bank ATM basically, so it's a kiosk you walk up to and you could say I've just arrived and I need a wheelchair during my stay or I need a ski rack or a stroller.

Commissioner Johns asked so you not just for use at the Airport while you're on vacation where you are?

Ms. Nashir replied correct. Yes. It's kind of a niche business.

Commissions Johns said okay, got it. I just, I couldn't figure that one out. Thank you for the explanation. I have no further questions.

14. Authorization to Issue Request for Qualifications No. 50210 for Airport Financial Management Consulting Services

No. 19-0064. Resolution authorizing the issuance of Request for Qualifications No. 50210 to establish pools of consultants to provide Airport Financial Management Consulting Services.

15. Correction of the Term for the Terminal 1 Retail Concession Lease No. 3 – Specialty Retail with Emporio Rulli, Inc., as Adopted by Commission Resolution 18-0395

No. 19-0065. Resolution correcting the term for the Terminal 1 Retail Concession Lease No. 3 with Emporio Rulli, Inc. previously awarded by the Commission through Resolution No. 18-0395.

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:

There was no discussion by the Commission.

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:

There being no further calendared business before the Commission, the meeting adjourned at 9:37 A.M.

[original signed by: C. Corina Monzón]

C. Corina Monzón

Airport Commission Secretary