

SAN FRANCISCO AIRPORT COMMISSION



MINUTES

Special Meeting
Tuesday, August 27, 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 Special Meeting of
 Tuesday, August 27, 2019

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A. CALL TO ORDER:

The special meeting of the Airport Commission was called to order at 9:02 A.M. in Room 400, City Hall, San Francisco, CA.

B. ROLL CALL:

*Present: Hon. Larry Mazzola, President
 Hon. Eleanor Johns
 Hon. Richard J. Guggenhime
 Hon. Malcolm Yeung

C. ADOPTION OF MINUTES:

The minutes of the regular meeting of July 16, 2019 were adopted upon a motion by Commissioner Johns and a second by Commissioner Mazzola.

No. 19-0179. Regular meeting of **July 16, 2019.**

*Vice President Crayton arrived at 9:12 am.

D. DIRECTOR’S REPORT (Discussion only):

Airport Director Satero updated the Commission on three items. Before giving the update Director Satero displayed an example of the new water bottle containers sold at the Airport.

- **Roadway Congestion Update:** Staff continue to see success in reducing congestion on terminal roadways as a result of moving Uber and Lyft (TNC) pickups to the 5th floor of the domestic parking garage. The Sunday evening peak has stabilized to an 11-minute wait time which is well within a reasonable time. The Millbrae Avenue congestion has been addressed by the opening a second staging lot at San Bruno Avenue. The Mayors of Millbrae and Burlingame toured the lots and are appreciative of the quick adjustment to relieve backups on Millbrae Avenue. The Airport is looking to restore re-match services to achieve better efficiencies and further reduce congestion by reducing trips. The re-match would provide for a premium product at the curb. The default would be the garage but customers would pay a premium to be picked-up at the curb; that could be managed dynamically. The Airport currently has 100% of pick-ups at the garage but under the re-match strategy 25% of pick-ups would migrate back to the curb through a premium pricing. This approach would help reduce the number of vehicles on Airport property, vehicles accessing the staging lots, and benefit the environment.

Commissioner Johns asked about the ability to use TNC data to assist with reinstating the re-match function.

Director Satero responded that the Airport will use data to monitor re-match. If there are too many cars on the curb the price of the curb will increase; customers will see the difference in the price between the curb and the garage and make their decision.

Commissioner Guggenlime complimented the improved operations of TNC pickups on the 5th floor of the domestic garage and noted that passengers seem to have a better understanding of the zones and where to meet their car.

Director Satero responded that social media commentary has gone from about 100 per day down to very few. He also noted that the operation in the garage makes it much easier for passengers to find their ride.

Commissioner Yeung asked about passenger amenities and the willing of TNCs to share information with staff to further improve efficiencies.

Director Satero responded that staff is working on installing at least two fixed bathrooms on the 5th floor of the garage, Wi-Fi is installed, and weather protection is coming.

Ms. Eva Cheong, Airport Services Director addressed Commissioner Yeung's data sharing question by stating that the Airport is satisfied that the companies will be able to provide real time re-match information and sharing that information is a requirement of reinstating re-match at terminal curbsides.

- **Harvey Milk Terminal 1 State of Operations:** Harvey Milk Terminal 1 has been operating for one month after a successful opening supported by great teamwork between Airport staff and airlines. There were no significant operational glitches. There were two areas of focus: (1) Southwest pushback operations; they were pushing back beyond their limits which created a safety issue; the team resolved this quickly and (2) delayed tenant construction. Two food and beverage outlets were late in opening due to terminal access. Lessons learned will be applied to Phase 2, scheduled to open in March of 2020.
- **Terminal Gate Renumbering:** The Airport is moving forward with the plan to sequentially number gates within each terminal to help clarify terminal layout for passengers. Gate numbers will now be alphanumeric by concourse to mirror passenger experience. Most hub airports are moving in this direction for clarity and to allow better movement and more flexibility for wayfinding operations.

Commissioner Johns asked if the change would be phased in or all at once.

Director Satero replied that the change would occur with one overnight cutover on October 16, 2019.

There were no further questions from the Commissioners.

E. ITEMS INITIATED BY COMMISSIONERS:

There were no items initiated by Commissioners.

F. ACTION ITEMS RELATED TO ADMINISTRATION, OPERATIONS & MAINTENANCE

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

**1. Approval of Modification No. 1 to Professional Services Contract No. 50030.01 to Operate, Maintain, and Repair Airport-Owned Baggage Handling Systems and Passenger Boarding Bridges in the Domestic Terminals Vanderlande Industries, Inc.
\$4,396,875**

No. 19-0180. Resolution approving Modification No. 1 to Professional Services Contract No. 50030.01 to operate, maintain, and repair Airport-Owned Baggage Handling Systems and Passenger Boarding Bridges in the Domestic Terminals with Vanderlande Industries, Inc. to exercise the first of two, 1-year options to extend the term through September 30, 2020, and to increase the contract amount by \$4,396,875, for a new not-to-exceed contract amount of \$9,793,875.

Ms. Eva Cheong, Airport Services Director presented the item seeking approval for Modification No. 1 to a contract with Vanderlande Industries, Inc. to operate, maintain and repair Airport-owned Baggage Handling Systems and Passenger Boarding Bridges in the Domestic Terminals. The modification will exercise the first of two 1-year options to extend the contract through September 30, 2020 and increase the contract amount by \$4,396,875 for a new contract total not-to-exceed amount of \$9,793,875 and includes maintenance of the new T1-Boarding Area B passenger boarding bridges in addition to all other Domestic common use boarding bridges and the Baggage Handling System in T2. The modification also addresses adjustments to the prevailing wage rates and job classifications as a result of a determination from the Office of Labor Standards Enforcement.

In response to questions from **Commissioner Johns**, **Ms. Cheong** clarified that the boarding bridge is the articulated tunnel that takes passengers from the building to the airplane and the maintenance has traditionally been done by the airlines under their preferential gates. Staff has determined that the Airport can maintain the equipment more efficiently to prolong the use. As the Airport increases the number of bridges to maintain, Staff may look at a separate contract for the maintenance of the boarding bridges but right now the contractor has the staff on-hand to maintain both systems. **Ms. Cheong** further clarified that contract for the International Terminal Checked Baggage System project (Item #10 on the Calendar) is to modernize that system whereas this contract is for maintenance.

There were no further questions from the Commissioners.

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

2. **Award of Contract No. 9054.61, Construction Services for the Coast Guard Rolling Gates 105 and 106 Replacement Project**
Pilot Construction Management, Inc.
\$3,508,732.50

No. 19-0181. Resolution awarding Contract No. 9054.61, Construction Services for the Coast Guard Rolling Gates 105 and 106 Replacement Project, to Pilot Construction Management, Inc., in the amount of \$3,508,732.50, with a contract duration of 240 consecutive calendar days, and with a corresponding amount of \$350,873 for contingency.

Mr. **Geoff Neumayr**, Chief Development Officer presented the item to award a construction services contract for the replacement of Coast Guard Gates 105 and 106 at the United States Coast Guard Station at the Airport to Pilot Construction Management, Inc. The rolling gates are used to taxi aircraft and large vehicles in and out of the facility across the North Access road to the Airfield. The contractor will install new gate drives, add two new crash rated arm gates and consolidate all controls of the gate into a new equipment shack with monitors to view outside conditions.

Commissioner Crayton asked if Pilot was the incumbent contractor.

Mr. Neumayr clarified that this is a new project.

Commissioner Johns noted that the original contract amount was \$2.4 million, and now there is an additional \$2 million as part of the award.

Mr. Neumayr responded that after the final review of the control documents, there were design modifications that doubled the scale of the project.

There were no further questions from the Commissioners.

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

3. **Award of Two As-Needed Construction Management Support Services Contracts**
AGS, Inc. \$1,500,000
Red Brick Consulting & Salimi Construction Management, Joint Venture \$1,500,000

- No. 19-0182. Resolution awarding two as-needed construction management support services contracts: Contract No. 11360.50 to AGS, Inc. and
No. 19-0183. Contract No. 11360.51 to RB/S Joint Venture, each in a contract not-to-exceed amount of \$1,500,000, with a contract duration of five years.

Mr. **Geoff Neumayr, Chief Development Officer** presented the item to award two \$1.5M As-Needed Construction Management Support Services contracts to AGS Inc. and Red Brick Consulting & Salimi Construction Management. The proposed contracts are the result of the RFQ/RFP process to provide as-needed construction management for various projects in support of the Airport's Capital Program.

Commissioner Yeung asked if the amounts were not-to-exceed numbers that would be drawn down as needed.

Mr. Neumayr replied that they are individual service orders under the contract capacity but it's unusual not to expend the entire authorized amount.

President Mazzola asked for clarification if each contract was authorized for \$1.5 million.

Mr. Neumayr confirmed that they were.

President Mazzola asked about the composition of the selection panel.

Mr. Neumayr explained that 50% of the panelist come from outside the Airport, usually other Chapter 6 departments.

There were no further questions from the Commissioners.

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

4. **Authorization to Issue a Request for Qualifications/Proposals for Contract No. 10531.71, Construction Manager/General Contractor Services for the Taxiways D and T Reconstruction Project**

- No. 19-0184. Resolution authorizing the Director to issue a Request for Qualifications/Proposals for Contract No. 10531.71, Construction Manager/General Contractor Services for the Taxiways D and T Reconstruction Project.

Mr. Geoff Neumayr, Chief Development Officer presented the item requesting authorization to issue a Request for Qualifications & Proposals for Construction Manager/General Contractor Services for the Taxiways D and T Reconstruction Project to provide reconstruction and realignment of Taxiways D and T and to address existing non-standard taxiway geometry. The scope of work includes pavement reconstruction, airfield lighting, signage, pavement markings, and associated utility improvements. The contract will be preconstruction services that include cost estimating, value analysis, and constructability review at defined project milestones, developing and updating project schedules, and preparing and managing early trade bid packages. The engineer's estimate for the work is \$35.5M, and the estimated contract duration is 16 months. This is a federal funded program and up to 75% of the costs are reimbursable by the FAA under the Airport Improvement program grant.

Commissioner Johns asked if the FAA has to approve the design and if the taxiways would be closed during this process.

Mr. Neumayr responded that the Airport receives yearly inspections and recommendations and the designs are reflective of that process. He further stated that the Airport has multiple taxiways so airplanes will use alternate taxiways while work is being done. The redesign will shift taxiways to insure complete aircraft stops and improve the safety of plane movements.

There were no further questions from the Commissioners.

Item No. 5 was approved unanimously by a motion by Commissioner Crayton and a second by Commissioner Johns.

5. **Approval of Phase C4 to Contract No. 11001.66, Design-Build Services for the Wayfinding Enhancement Program**
Fisher Development, Inc.
\$3,292,475

No. 19-0185. Resolution approving Phase C4 to Contract No. 11001.66, Design-Build Services for the Wayfinding Enhancement Program, with Fisher Development, Inc., in an amount of \$3,292,475, for a new authorized not-to-exceed amount of \$23,921,981, with no change to the contract duration, and a corresponding increase in the contingency amount.

Ms. Judi Mosqueda, Director of Project Management presented the item seeking approval of Phase C4 for a contract with Fisher Development for the Wayfinding Enhancement Program. This phase would increase the contract amount by \$3.3M for a new contract amount of \$23.9M, with a corresponding contingency and no change to the contract duration. The Wayfinding Enhancement Program has developed an Airport-wide

Wayfinding Master Plan and Signage Standards and includes limited implementation of signage and wayfinding solutions around the Airport. The scope of work for this program is proposed to be revised to include design services for gate renumbering system interfaces and for design support of other capital projects, including the TNC move to the 5th floor of the Central Garage, Domestic Garage wayfinding studies and Information Display Template Development. Phase C4 would increase the contract amount to add Trade Package Sets 3 & 4, which includes procurement, installation and electrical work for the Welcoming Digital Signs and Terminal 2 Wayfinding, as well as design services for Gate Renumbering System Interfaces and for other capital projects including AirTrain, Terminal 1 Center and Boarding Area B. The contract budget has been increased from \$27.6M to accommodate the revised scopes of work. The contract forecast is \$26.6M and includes appropriate levels of contingency. The project remains on schedule to be substantially complete in February of 2022. Ms. Mosqueda further explained the preparations for the gate renumbering go-live date and expressed confidence in the plans.

Commissioner Crayton inquired if the program includes hotel signage.

Ms. Mosqueda responded that the contract includes hotel wayfinding from the terminal and the roadways throughout the Airport campus.

Commission Johns emphasized the importance of consultants testing based on all passenger experience, not just frequent flyers. She talked about her recent experience taking the AirTrain from Terminal 1 to the International Terminal G-side.

Ms. Mosqueda confirmed that the contractor conducts extensive user testing across all passenger experiences. She acknowledged that much more is needed to improve signage; improvements have been identified and planned but would be a part of a future capital project.

There were no further questions from the Commissioners.

G. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS

The Consent Calendar, Item Nos. 6 through 11, was approved unanimously upon a motion by Commissioner Crayton and a second by Commissioner Yeung.

6. Approval of Modification No. 1 to the Virgin America, Inc. 2011 Lease and Use Agreement No. L10-0098 to Terminate the Agreement, and Modification No. 1 to the Alaska Airlines, Inc. 2011 Lease and Use Agreement L10-0274 to Incorporate Space Formerly Occupied by Virgin America, Inc. in Terminal 2

No. 19-0186. 1) Modification No. 1 to the Virgin America, Inc. 2011 Lease and Use Agreement No. L10-0098, which grants early termination of the lease

- agreement, and
- No. 19-0187. 2) Modification No. 1 to the Alaska Airlines, Inc. 2011 Lease and Use Agreement No. L10-0274 to incorporate terminal space formerly occupied by Virgin America, Inc. in Terminal 2 into Alaska Airlines' lease agreement.
7. **Approval of Modification No. 7 (Annual Renewal) to Professional Services Contract No. 8427C.9, Project Management Support Services for the Mel Leong Treatment Plant, Industrial Wastewater and Recycled Water Upgrades Project PMA/NBA, a Joint Venture**
\$1,060,983
- No. 19-0188. Resolution approving Modification No. 7 (Annual Renewal) to Professional Services Contract No. 8427C.9, Project Management Support Services for the Mel Leong Treatment Plant, Industrial Wastewater and Recycled Water Upgrades Project, with PMA/NBA, a Joint Venture, in an amount of \$1,060,983 for a new contract amount not to exceed \$7,409,266 for services through June 30, 2020.
8. **Approval of Modification No. 4 to Contract No. 10612, Public Sector Agreement for Oracle Cloud Services**
Oracle America, Inc.
\$858,539
- No. 19-0189. Resolution approving Modification No. 4 to Contract No. 10612, Public Sector Agreement for Oracle Cloud Services, with Oracle America, Inc., in an amount not to exceed \$858,539 for a new contract amount not to exceed \$4,227,307.
9. **Approval of Phase D2 to Contract No. 9322.66 Design-Build Services for the Renovation of Cargo Buildings 900 and 944 Project**
XL Construction
\$700,000
- No. 19-0190. Resolution approving Phase D2 to Contract No. 9322.66, Design-Build Services for the Renovation of Cargo Buildings 900 and 944 Project, with XL Construction, to extend the total contract duration to 946 consecutive calendar days, and increase the contingency amount by \$700,000 for a new contingency amount of \$1,303,836.

10. **Approval of Modification No. 13 (Annual Renewal) to Professional Services Contract No. 9024.9, Construction Management Services for the International Terminal Checked Baggage Inspection System Modernization Program and Baggage Handling System Improvements Project**
CAGE Professional Services, Inc. dba CAGE, Inc.
\$325,000

No. 19-0191. Resolution approving Modification No. 13 (Annual Renewal) to Professional Services Contract No. 9024.9, Construction Management Services for the International Terminal Checked Baggage Inspection System Modernization Program and Baggage Handling System Improvements Project, with CAGE Professional Services, Inc. dba CAGE, Inc., in an amount of \$325,000 for a new contract amount not to exceed \$11,770,000, and a new contract duration through December 31, 2020.

11. **Award of Sole Source Contract No. 50223, Property Management and Billing System Upgrade and Support**
GCR, Inc.
\$707,262

No. 19-0192. Resolution awarding sole source Contract No. 50223 to upgrade and support the Airport's Property Management and Billing System (PMBS), to GCR, Inc., in an amount not to exceed \$707,262, for a period of five years, with one 3-year option to extend.

There were no questions or comments from the Commissioners on any of the items on Consent.

H. NEW BUSINESS:
Discussion only.

There were no requests to speak from members of the public.

Commissioner Guggenhime requested that the Commission be advised on the progress of the 28L Runway closure project.

Commissioner Crayton reported that she and Jeff Littlefield attended an industry conference in Los Angeles and noted that SFO is a model for service, professionalism, and access to information. She also noted that Deborah Flint was appreciative of the support provided by Director Satero and that the Allen Group received an award.

Commissioner Guggenhime commended Staff for the recent successful bond sale.

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.

K. ADJOURNMENT:

There being no further calendared business before the Commission, the meeting adjourned at 9:40 A.M.

original signed by: C. Corina Monzón

C. Corina Monzón

Airport Commission Secretary