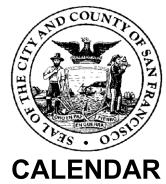
SAN FRANCISCO AIRPORT COMMISSION



Tuesday, March 1, 2022

9:00 A.M.

Meeting held by teleconference pursuant to California Government Code 54953 and the Twenty-Fourth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency.

WATCH

https://rebrand.ly/AIRCommission 03012022 | Password: AIRCommission

LISTEN/PUBLIC COMMENT CALL-IN
Phone: 1-415-655-0002 | Access Code: 2591 364 9226 # #

LONDON N. BREED, MAYOR

COMMISSIONERS

ELEANOR JOHNS
President
MALCOLM YEUNG
EVERETT A. HEWLETT, JR.
JANE NATOLI

IVAR C. SATERO Airport Director

KANTRICE OGLETREE 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 multilingual (English, Spanish, Chinese, and Filipino) public comment line (650) 821-5050 or (3) complete an Online Form. Comments submitted by 5 pm on Monday, February 28 will be provided to the Commission and included in the meeting record. Please note comments submitted during the meeting are not monitored. Please see Page 2 of the Calendar for instructions on how to provide your comments live.

Remote Access Procedures

WATCH ONLINE VIA WEBEX

https://rebrand.ly/AIRCommission 03012022 | Password: AIRCommission

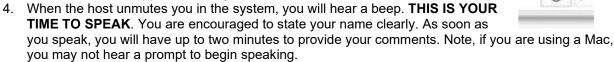
LISTEN/PUBLIC COMMENT CALL-IN

Phone: 1-415-655-0002 | Access Code: 2591 364 9226 ##

If you join the meeting prior to the official start time, you may hear silence on the phone line or will need to refresh your browser.

Providing Public Comment Via Webex

- 1. Click on the **Participants** button at the bottom right of your meeting window to view the Participants panel.
- 2. When it is time for public comment, click on the Raise Hand **Icon** to be placed in the queue to speak.
- 3. A raised hand will appear next to your name.



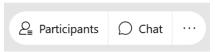
5. Once your time has expired, you will be muted by the host and moved out of the speaker line. Please click on the Raise Hand Icon to lower your hand.

Providing Public Comment Via Phone

- 1. Dial in to 1-415-655-0002 and then enter access code 2591 364 9226 then #
- 2. Press # again to join the meeting. No "Attendee ID Number" is required to participate.
- 3. You will hear a beep when you join the meeting. Please note, if you are calling in before the official meeting start time, the phone line will remain silent.
- 4. Wait for Public Comment to be announced.
- 5. When the President or Commission Secretary calls for Public Comment, dial '*' then '3' to be added to the speaker line.
- 6. You will then hear "You have raised your hand to ask a question, please wait to speak until the host calls on vou."
- 7. Ensure you are in a quiet location. Before you speak, mute the sound of any equipment around you, including televisions, radios, and computers. It is especially important that you mute your computer (if you are watching via the web link) so there is no echo sound when you speak.
- 8. To withdraw your question, press '*' then '3'. you will hear: "You have lowered your hand."
 9. When the system message says "Your line has been unmuted" THIS IS YOUR TIME TO SPEAK.
- 10. When the President or Commission Secretary states "Welcome Caller," you are encouraged to state your name clearly. As soon as you speak, you will have up to two minutes to provide your comments.
- 11. Once your time has expired, you will be moved out of the speaker line and back as a participant in the meeting (unless you disconnect). You will hear "Your line has been muted." Please press '*' then '3' to lower your hand.
- 12. Participants who wish to speak on other public comment periods can stay on the meeting line and listen for the next public comment opportunity.

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, March 1, 2022

ORDER OF BUSINESS

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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'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 <u>AirportCommissionSecretary@flysfo.com</u>, (2) record a message on the Airport's multilingual (English, Spanish, Chinese, and Filipino) public comment line (650) 821-5050 or (3) complete an <u>Online Form</u>. 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.

RAMAYTUSH OHLONE LAND ACKNOWLEDGMENT

The San Francisco International Airport, located on the San Francisco Peninsula, sits on the unceded territories of the Ramaytush Ohlone people. The Ramaytush Ohlone were the first to call the peninsula home and are the original native inhabitants of this land. The Airport Commission recognizes and honors the history and culture of the Ramaytush Ohlone. May this acknowledgment convey good will toward those who walked the land before us and their descendants who are among us. May it further inspire reflection on the long history, cultures, and communities of the San Francisco Peninsula.

We the Ramaytush Ohlone join the Airport in welcoming people from all over the world to our ancestral homeland. We greet others by saying "Hersha Tuhe," (her-shah too-hee), which translates to mean "good day."

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 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.

To request a sign language interpreter, reader, materials in alternative formats, or other accommodations for a disability please contact the Commission Secretary at 650-821-5042 or AirportCommissionSecretary@flysfo.com 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.

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.

LANGUAGE ACCESS

Language Assistance: To request an interpreter for a specific item during the meeting, please contact the Commission Secretary at (650) 821-5042, or AirportCommissionSecretary@flysfo.com at least 48 hours in advance of the meeting. | Asistencia con idiomas: para solicitar un intérprete para un punto específico durante la reunión, por favor llame por teléfono al Secretario de la Comisión al (650) 821-5042 o envíe un mensaje

a <u>AirportCommissionSecretary@flysfo.com</u> por lo menos 48 horas antes de la reunión. | 語言幫助如果對會議中某個項目希望獲得口譯人員協助,請至少在會議前48小時向委員會秘書提出請求,電話(650) 821-5042,或發送電郵至<u>AirportCommissionSecretary@flysfo.com</u>。 | Tulong sa Wika: Para humiling ng tagasalin para sa espesipikong bagay sa miting, pakikontak ang Sekretarya ng Komisyon (Commission Secretary) sa (650) 821-5042, o sa <u>AirportCommissionSecretary@flysfo.com</u> nang hindi bababa sa 48 oras bago ang miting.

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/.

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, March 1, 2022

ORDER OF BUSINESS

- B. ROLL CALL:
 C. ANNOUNCEMENT BY SECRETARY:
 D. ADOPTION OF MINUTES: Special meeting of February 8, 2022.
- E. DIRECTOR'S REPORT (Discussion Only):
 - COVID-19 Recovery to Resilience Update
 - Competitive Selection Process Communications Policy: Commencement of the Restricted Communications Period
 - Report on other recent San Francisco International Airport activities, events, and announcements
- F. SPECIAL ITEMS:

Α.

CALL TO ORDER:

1. Adopt Findings Under New State Urgency Legislation to Allow Continued Remote Meetings During the COVID-19 Emergency

Resolution adopting findings under new state urgency legislation to allow remote meetings during the COVID-19 emergency; continuing remote meetings for the next 30 days; and directing the Commission Secretary to agendize a similar resolution at a Commission meeting within 30 days.

2. Election of Vice President

Election to fulfill the unexpired term of the Vice President position.

3. Retirement Resolution for Ms. Maria lyog-O'Malley

Resolution thanking Ms. Maria lyog-O'Malley for 21 years of dedicated service to the City and County of San Francisco.

4. Retirement Resolution for Mr. James Brassil

Resolution thanking Mr. James Brassil for more than 19 years of dedicated service to the City and County of San Francisco.

G. PUBLIC HEARING:

5. <u>Implementation of a Customer Facility Charge Requiring On-Airport Rental Car Companies to Collect \$10.00 Per Contract from Each Renter for Improvements to the Existing Rental Car Center</u>

Resolution approving the implementation of a Customer Facility Charge requiring on-Airport rental car companies to collect \$10.00 per contract from each renter for improvements to the existing Rental Car Center.

- H. ITEMS INITIATED BY COMMISSIONERS (Discussion Only):
- I. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE:
 - 6. <u>Authorization to Advertise for Bids for Contract No. 8795.61,</u>
 Construction Services for the Runway 1L-19R Rehabilitation Project

Resolution authorizing the Director to advertise for bids for Contract No. 8795.61, Construction Services for the Runway 1L-19R Rehabilitation Project.

7. Approval of Modification No. 4 to Professional Services Contract
No. 50052 for Airport Information and Guest Assistance Services
Hallmark Aviation Services, L.P.
\$11,950,048

Resolution approving Modification No. 4 to Professional Services Contract No. 50052 with Hallmark Aviation Services, L.P. to exercise the last of three 2-year options to extend the Contract term through June 30, 2024, to increase the Contract amount by \$11,950,408 for a new total not-to-exceed amount of \$53,062,378, and to direct the Commission Secretary to seek approval of the modification from the Board of Supervisors pursuant to Section 9.118 of the Charter of the City and County of San Francisco.

8. Authorization to Issue a Request for Proposals for Contract No. 50308 for Grease Collection Service of Airport-owned Grease Traps and Used Cooking Oil Collection Units

Resolution authorizing the issuance of a Request for Proposals for Contract No. 50308 for Grease Collection Service of Airport-owned grease traps and used cooking oil collection units and entering into negotiations with the highest-ranked proposer.

J. 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.

9. Approval of Phase D1 to Contract No. 10072.66, Design-Build Services for the Courtyard 3 Connector Project Hensel Phelps Construction Company

Resolution approving Phase D1 to Contract No. 10072.66, Design-Build Services for the Courtyard 3 Connector Project, with Hensel Phelps Construction Company, to extend the total Contract duration to 2,013 consecutive calendar days with no change to the Contract amount.

10. Approval of a Novation Agreement to Transfer Contract No. 50291 from G4S Secure Integration LLC to Allied Universal Technology Services

Resolution approving a novation agreement to transfer Contract No. 50291 from G4S Secure Integration LLC to Allied Universal Technology Services to perform integration, maintenance, and support services for the Lenel OnGuard Access Control System.

K. GENERAL PUBLIC COMMENT:

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 refer to Page 2 for public comment instructions.

L. CORRESPONDENCE:

Discussion only. If applicable, the following are attached:

- (1) The Correspondence Log lists correspondence received by the Commission from the public since the date of the last meeting.
- (2) The Restricted Communications Period Report lists the current competitive solicitations subject to the Airport Commission's Competitive Selection Process Communications Policy.

M. 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).

N. ADJOURNMENT:

San Francisco Airport Commission Competitive Selection Process Communications Policy Restricted Communications Period Report

DATE OF REPORT: February 24, 2022

The following competitive solicitations are published and are within the Restricted Communications Period under the Airport Commission Competitive Selection Process Communications Policy¹:

Division	RFP/RFQ/Bid No.	Title	Commission Approval Date	Publication Date
		Establish Pool of Investment Banks for Investment Banking, Derivative Counterparty		
FIN	50272	and Related Services	10/6/2020	10/28/2020
FIN	50283	RFQ to Establish Pools for Airport Financial Management Consulting Services	2/9/2021	3/9/2021
PDC	50281	Water Perimeter Security Zone Buoy System Maintenance and Repair Services	3/16/2021	3/18/2021
PDC	11429.46	RFP Engineering Services for the Electrical Capacity Upgrade Program	8/31/2021	9/10/2021
ITT	11421	RFP for Enterprise Facilities Management System	7/20/2021	9/24/2021
PDC	8607.61	Construction Services for the 12kV Cable Replacement and Upgrade Project	5/19/2020	10/14/2021
OPS	50240	RFP for Airport-Owned BHS, PBB Operations, Maintenance, Repair and On-Call Services	8/31/2021	10/22/2021
PDC	11439.61	New Methane Gas Leak Detection System in the Central Utility Tunnel	10/5/2021	11/5/2021
PDC	11689	As-Needed Agreement for Construction Services	11/9/2021	11/16/2021
PDC	11699.41	Project Management Support Services for the Airfield Improvement Program	12/7/2021	12/15/2021
PDC	8587B.71	Storm Drain Pump Station SDPS-1C Outfall Structure Retrofit	12/7/2021	12/17/2021
EXT	50304	Marketing and Communications Services	12/21/2021	1/7/2022
PDC	11672.50	As-Needed Airport Pavement and Drainage Improvements Project	12/7/2021	1/14/2022

Data Source: Contracts Administration Unit

¹ On December 15, 2020, by Resolution No. 20-0247, the Airport Commission adopted a Competitive Process Communications Policy. The policy establishes a Restricted Communications Period. The period starts immediately upon the Airport's publication of a Request for Qualifications, Request for Proposals, Request for Bids, Advertisement for Bids, or any other type of competitive solicitation for a contract or lease. The period ends when the Commission awards the contract or lease or terminates the competitive process.

Division	RFP/RFQ/Bid No.	Title	Commission Approval Date	Publication Date
PDC	11342.61	Construction Services for Part 139 Airfield Infrastructure Systems Project	12/21/2021	1/18/2022
СОМ	21-0248	Rescission of the Request for Proposals for the Terminal 3 West Casual Dining & Bar Lease, a Small Business Enterprise Set-Aside, and Authorization to Commence a New Revised Competitive Selection Process	12/21/2021	1/26/2022

Division Titles:

COM: Commercial (Aviation Management, Revenue Development Management)

DIR: Director

EXT: External Affairs (Government Affairs, Marketing and Communication)

FIN: Finance

ITT: Information Technology and Telecommunications

OPS: Operations

PDC: Planning, Design & Construction