SAN FRANCISCO AIRPORT COMMISSION



Tuesday, May 3, 2022

9:00 A.M.

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

WATCH

https://rebrand.ly/AIRCommission 05032022 | Password: AIRCommission

LISTEN/PUBLIC COMMENT CALL-IN
Phone: 1-415-655-0002 | Access Code: 2596 722 7581 # #

LONDON N. BREED, MAYOR

COMMISSIONERS

ELEANOR JOHNS
President
MALCOLM YEUNG
Vice President
EVERETT A. HEWLETT, JR.
JANE NATOLI
JOSE F. ALMANZA

IVAR C. SATERO Airport Director

KANTRICE OGLETREE Commission Secretary

SAN FRANCISCO INTERNATIONAL AIRPORT SAN FRANCISCO, CALIFORNIA 94128

This meeting will be held in person at the location listed above. As authorized by California Government Code Section 54953(e) and Mayor Breed's 45th Supplement to her February 25, 2020 emergency proclamation, it is possible that some members of the Airport Commission may attend this meeting remotely. In that event, those members will participate and vote by video. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above; or 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 the day before the meeting will be provided to the Commission and included in the meeting record. Please note online written 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 05032022 | Password: AIRCommission

LISTEN/PUBLIC COMMENT CALL-IN

Phone: 1-415-655-0002 | Access Code: 2596 722 7581 ##

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.
- 4. When the host unmutes you in the system, you will hear a beep. THIS IS YOUR **TIME TO SPEAK**. You are encouraged to state your name clearly. As soon as you speak, you will have up to two minutes to provide your comments. Note, if you are using a Mac. you may not hear a prompt to begin speaking.
- 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 2596 722 7581 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 you."
- 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, May 3, 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 "General Public Comment," 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 AirportCommissionSecretary@flysfo.com 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AirportCommissionSecretary@flysfo.com。 | 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 AirportCommissionSecretary@flysfo.com 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, May 3, 2022

ORDER OF BUSINESS

- A. CALL TO ORDER:
- B. ROLL CALL:
- C. ANNOUNCEMENT BY SECRETARY:
- **D. ADOPTION OF MINUTES:** Regular meeting of April 19, 2022.
- E. DIRECTOR'S REPORT (Discussion Only):
 - COVID-19 Recovery to Resilience Update
 - Report on other recent San Francisco International Airport activities, events, and announcements
 - Recovery Dashboard
 - ASQ Report
 - Other Items
 - Competitive Selection Process Communications Policy:
 Commencement of the Restricted Communications Period
- F. ITEMS INITIATED BY COMMISSIONERS (Discussion Only):
- G. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE:
 - 1. Approval of Phase C1 to Contract No. 11576.66, Design-Build
 Services for the Sewer Treatment Plant Improvements Project
 Plant Construction Company LP
 \$3,732,793

Resolution approving Phase C1 to Contract No. 11576.66, Design-Build Services for the Sewer Treatment Plant Improvements Project, with Plant Construction Company LP to increase the Contract not-to-exceed amount by \$3,732,793 for a new Contract amount not to exceed \$9,887,793 with no change to Contract duration, and authorizing a corresponding contingency amount.

2. <u>Authorization to Advertise for Bids for Contract No. 11783.61,</u> <u>Construction Services for the Rental Car Quick Turn Around Building</u> <u>Fire Sprinkler System Replacement Project</u>

Resolution authorizing the Director to advertise for bids for Contract No. 11783.61, Construction Services for the Rental Car Quick Turn Around Building Fire Sprinkler System Replacement Project.

3. Reject All Bids Received for Contract No. 11672.50, As-Needed
Construction Services for the Airport Pavement and Drainage
Improvements Project (Project), and Authorize the Director to ReAdvertise the Project as Contract No. 11786.50, As-Needed
Construction Services for the Airport Pavement and Drainage
Improvements Project

Resolution rejecting all bids received for Contract No. 11672.50, As-Needed Construction Services for the Airport Pavement and Drainage Improvements Project, and authorizing the Director to re-advertise the Project as Contract No. 11786.50, As-Needed Construction Services for the Airport Pavement and Drainage Improvements Project.

4. Authorization to Accept and Expend up to: (1) \$1,500,000 of Federal Aviation Administration Airport Zero Emission Vehicle Program

Grant Funds; and (2) \$240,000 of Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project Funds for the Purchase of Electric Shuttle Buses

Resolution authorizing the acceptance and expenditure of up to: (1) \$1,500,000 of Federal Aviation Administration Airport Zero Emission Vehicle Program Grant Funds; and (2) \$240,000 of Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project Funds, plus additional amounts up to 15% of the original amounts that may be offered, for the purchase of electric shuttle buses.

5. Approval of Revisions to the Proposed Lease Specifications and Authorization to Accept Proposals for the Foreign Currency Exchange Services Lease

Resolution approving the revisions to the proposed lease specifications and authorizing Staff to accept proposals for the Foreign Currency Exchange Services Lease.

H. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS:

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

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

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

I. 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.

J. 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.

K. 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).

L. ADJOURNMENT:

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

DATE OF REPORT: April 28, 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
EDI	50272	Establish Pool of Investment Banks for Investment Banking, Derivative Counterparty	10///2020	10/20/2020
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
ITT	11421	RFP for Enterprise Facilities Management System	7/20/2021	9/24/2021
OPS	50240	RFP for Airport-Owned BHS, PBB Operations, Maintenance, Repair and On-Call Services	8/31/2021	10/22/2021
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
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
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
PDC	11692	As-Needed Fire Protection Construction Services	2/8/2022	2/18/2022
OPS	50303	RFP for Shuttle Bus Services for San Francisco International Airport	12/21/2021	3/7/2022
PDC	8795.61	Construction Services for the Runway 1L-19R Rehabilitation Project	3/1/2022	3/11/2022

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
OPS	50308	RFP for Grease Collection Service of Airport- owned Grease Traps and Used Cooking Oil Collection Units	3/1/2022	3/18/2022

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