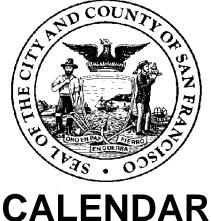
# SAN FRANCISCO AIRPORT COMMISSION



December 16, 2014

9:00 A.M.

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

## EDWIN M. LEE, MAYOR

COMMISSIONERS LARRY MAZZOLA President LINDA S. CRAYTON Vice President ELEANOR JOHNS RICHARD J. GUGGENHIME PETER A. STERN

> JOHN L. MARTIN Airport Director

SAN FRANCISCO INTERNATIONAL AIRPORT SAN FRANCISCO, CALIFORNIA 94128

## AIRPORT COMMISSION CALENDAR

Tuesday, December 16, 2014

## ORDER OF BUSINESS

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADOPTION OF MINUTES
- D. ITEMS INITIATED BY COMMISSIONERS
- E. ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE
- F. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS
- G. NEW BUSINESS
- H. CORRESPONDENCE
- I. CLOSED SESSION
- J. ADJOURNMENT

## **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 at 650-821-5042. The Commission Secretary has a limited number of copies at the Commission meeting. If a copy is unavailable at the meeting, the requested document(s) will be mailed, emailed, or faxed the same day.

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, 5<sup>th</sup> Floor, International Terminal, G side during regular business hours.

Members of the public who wish to address the Commission are asked to fill out a "Request to Speak" form, located next to the speakers microphone. Please submit the form to the Commission Secretary. 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 <u>off</u> during Commission meetings; "silent mode" is prohibited as the device may interfere with the recording system. The Chair may order the removal of any person responsible for the use of a cell phone, pager, or other similar electronic device.

#### **DISABILITY ACCESS**

The Airport Commission's meeting room, Room 400, Fourth Floor, City Hall is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are #5 Fulton, #21 Hayes, #42 Downtown Loop, #47 Van Ness and #49 City College lines and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 415-923-6142. There is accessible parking across the street from City Hall at Polk (Dr. Carlton B. Goodlett Place) and McAllister.

For American Sign Language interpreters or use of a reader during a meeting, please contact the Commission Secretary at 650-821-5042 at least two business days before a meeting. Assisted listening devices are available upon request. See the Commission Secretary at the meeting for assistance. A driver's license or other photo I.D. is required in order to check out the device. Large print copies of the agenda can be made available by contacting the Commission Secretary's Office at least two business days in advance of need.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

#### KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and City and County agencies exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code), to receive a free copy of the Ordinance, or to report a violation of the Ordinance, contact the Sunshine Ordinance Task Force by telephone at 415-554-7724, by facsimile at 415-544-5163, or by e-mail at SOTF@sfgov.org. The Sunshine Ordinance Task Force Office is located in 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's action on a project constitutes the Approval Action for that project (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA determination 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. This appeal is separate from and in addition to an appeal of an action on a project. Typically, an appeal must be filed within 30 calendar days of the Approval Action for a project that has received an exemption or negative declaration pursuant to CEQA. 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 Planning 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://www.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, December 16, 2014

## **ORDER OF BUSINESS**

- A. CALL TO ORDER:
- B. ROLL CALL:
- C. ADOPTION OF MINUTES:

Regular meeting of December 2, 2014.

D. ITEMS INITIATED BY COMMISSIONERS:

## E. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE:

## 1. <u>Award of Contract No. 10506.43 - Automated Passport Control Kiosks</u> <u>Vancouver Airport Authority (YVRAA)</u> <u>\$2,874,000</u>

Resolution awarding Contract No.10506.43 for installation and maintenance of Automated Passport Control (APC) Kiosks in the International Terminal to Vancouver Airport Authority (YVRAA) in an amount not to exceed \$2,874,000 for a period of three years with two one-year options exercisable at the sole discretion of the Airport Commission.

2. <u>Modification No. 1 to International Terminal Equipment Maintenance</u> and Operating Agreement No. 12-0064 <u>San Francisco Terminal Equipment Company, LLC</u> \$3,000,000

Resolution approving Modification No. 1 to International Terminal Equipment Maintenance and Operating Agreement No. 12-0064 with San Francisco Terminal Equipment Company, LLC, to increase patron assistance and document verification services funding by \$3,000,000, for a total amount not to exceed \$21,000,000 for the remainder of the agreement term, which expires June 30, 2021.

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3. <u>Authorization to Accept and Expend California Department of Water</u> <u>Resources Proposition 84 Integrated Regional Water Management</u> <u>Grant in the Amount of \$750,000 and to Enter into Local Project</u> <u>Sponsor Agreement with the Association of Bay Area Governments for</u> <u>Use and Administration of the Grant Funds in the Construction of the</u> <u>Airport's Recycled Water System</u>

Resolution authorizing the Director to accept and expend the California Department of Water Resources Proposition 84 Integrated Regional Water Management Grant in the amount of \$750,000 and to enter into a Local Project Sponsor Agreement with the Association of Bay Area Governments (ABAG) for use and administration of the grant funds in construction of the Airport's Recycled Water System.

4. <u>Termination for Convenience of Contract No. 8427CA</u> <u>Design-Build Services for the Mel Leong Treatment Plant, Industrial</u> <u>Wastewater Treatment Plant Upgrades Project and Authorization to</u> <u>Issue a Request for Qualifications/Proposals for Contract No. 8427C.66,</u> <u>Design-Build Services for the Mel Leong Treatment Plant, Industrial</u> <u>Wastewater and Recycled Water Upgrades Project</u>

Resolution terminating for convenience Contract 8427CA, Design-Build Services for the Mel Leong Treatment Plant, Industrial Wastewater Treatment Plant Upgrades Project and authorizing the Director to issue a RFQ/FRP for Contract No. 8427C.66, Design-Build Services for the Mel Leong Treatment Plant, Industrial Wastewater and Recycled Water Upgrades Project.

5. <u>Award of Professional Services Contract No. 9350.9</u> <u>Project Management Support Services for the Revenue Enhancement</u> <u>and Customer Hospitality Improvements Project</u> <u>ABA Global, Inc.</u> <u>\$650,000</u>

Resolution awarding Professional Services Contract No. 9350.9, Project Management Support Services for the Revenue Enhancement and Customer Hospitality Improvements Project, to ABA Global, Inc. with a not-to-exceed amount of \$650,000 for the first year of services and a contract duration of 36 months. 6. <u>Award of Second Year Permits for the Pop-Up Retail Concession</u> <u>Program in Boarding Area E of Terminal 3</u> <u>E. W. Wightman & Co., dba Elizabeth W and XOX Truffles, Inc.</u>

Resolution approving two awards of the second year permits for the Pop-Up Retail Concession Program in Boarding Area E of Terminal 3, subject to compliance with the Chapter 12B, Equal Benefits Ordinance, to E. W. Wightman & Co., dba Elizabeth W, and XOX Truffles, Inc.

#### F. 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.

## 7. <u>Award of Contract No. 8593</u> <u>Construction Services for the Boarding Area G 400 Hz System</u> <u>Infrastructure Improvements Project</u> <u>Schembri Construction Co., Inc. - \$3,191,944</u>

Resolution awarding Contract No. 8593, Construction Services for the Boarding Area G 400 Hz System Infrastructure Improvements Project to Schembri Construction Co., Inc., in an amount of \$3,191,944 with a corresponding contingency and with a contract duration of 365 consecutive calendar days.

## 8. <u>Award of Professional Services Contract No. 10050.43</u> <u>Architecture and Engineering Design Services for the Fire House No. 3</u> <u>and South Field Checkpoint Relocation Project</u> <u>Shah Kawasaki/YamaMar Joint Venture - \$1,786,240</u>

Resolution awarding Professional Services Contract No. 10050.43, Architecture and Engineering Design Services for the Fire House No. 3 and South Field Checkpoint Relocation Project to Shah Kawasaki/YamaMar Joint Venture, in an amount not to exceed \$1,786,240 with a contract duration of 25 months.

## 9. <u>Authorization to Issue a Request for Qualifications/Proposals for</u> <u>Contract No. 10060.71 Construction Manager/General Contractor</u> <u>Services for Ground Transportation Unit (GTU) Relocation</u>

Resolution authorizing the Director to issue a Request for Qualifications/ Proposals for Contract No. 10060.71, Construction Manager/ General Contractor Services Ground Transportation Unit Relocation.

## 10. <u>Adopt the Findings and Recommendations of the "Guidance for</u> <u>Incorporating Sea Level Rise Into Capital Planning in San Francisco"</u>

Resolution adopting the San Francisco Capital Planning Committee document, "Guidance for Incorporating Sea Level Rise into Capital Planning in San Francisco: Assessing Vulnerability and Risk to Support Adaption" and accepting its findings and recommendations.

## 11. <u>Award of Professional Services Contract No. 50005 with Airports</u> <u>Council International to Perform Customer Surveying and Service</u> <u>Benchmarking Associated with the Airport Service Quality Program in</u> <u>an Amount Not-to-Exceed \$479,355</u>

Resolution awarding Professional Services Contract No. 50005 with Airports Council International to perform all activities related to participation in Airport Service Quality Survey and Benchmarking program in the not-to-exceed amount of \$479,355 for a period of five years.

## 12. <u>Authorization to Issue a Request for Qualifications to Establish As-</u> <u>Needed Pools of Consultants to Provide Professional Services for</u> <u>Communications and Marketing Services</u>

Resolution authorizing the issuance of a Request for Qualifications (RFQ) to establish a pool of no more than five (5) firms to provide Communications and Marketing services on an as-needed basis.

## 13. <u>Lease Agreement with Swissport Cargo Services, L.P. for Space in</u> West Field Cargo Building 632 and Related Areas on Plot 9

Resolution approving a lease agreement with Swissport Cargo Services, L.P. for approximately 19,048 square feet of office and warehouse space in West Field Cargo Building 632 and related areas on Plot 9, for a term of three years, with two one-year options to extend the term exercisable by Swissport Cargo, and an initial rent of \$438,104.

## 14. Approval of Wireless Charging Trial

Resolution authorizing, on a month-to-month basis up to twelve months, a trial of wireless charging to Intel Corporation, at a minimum rent of \$1,000 per location for a not-to-exceed total of eight (8) locations.

### G. 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.

## H. CORRESPONDENCE:

## I. CLOSED SESSION:

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/PROSPECTIVE SETTLEMENT

(a) Public comment on all matters pertaining to this agenda item.

(b) Discussion and vote in open session pursuant to the Brown Act (California Government Code §54956.9) and the Sunshine Ordinance (San Francisco Administrative Code §67.10(d)) on whether to invoke the attorney-client privilege and conduct a closed session to confer with legal counsel. ACTION ITEM.

(c) [PROSPECTIVE CLOSED SESSION]

CONFERENCE WITH LEGAL COUNSEL regarding regarding pending litigation as plaintiff (Government Code §54956.9, Administrative Code §67.8(a)(3)): *People of the State of California* v. *FlightCar, Incorporated,* et al., California Superior Court, County of Santa Clara Case No. 1-13 CV 251634, filed May 31, 2013; DISCUSSION ONLY.

CONFERENCE WITH LEGAL COUNSEL regarding pending litigation as defendant (Government Code §54956.9, Administrative Code §67.8(a)(3)): *JRI, Inc.* v. *The City and County of San Francisco,* et al., California Superior Court, County of Alameda Case No. HG10520625, filed June 17, 2010 (served October 5, 2012). DISCUSSION ONLY.

CONFERENCE WITH LEGAL COUNSEL regarding pending litigation as defendant (Government Code §54956.9, Administrative Code §67.8(a)(3)): *Gan Ye and Xiao Yun Zheng* v. *The City and County of San Francisco*, et al., United States District Court, Northern District of California, Case No. 3:14-cv-04941-YGR, filed August 13, 2014. DISCUSSION ONLY.

There are no other planned agenda items for the closed session. 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 the Brown Act (Government Code §54954.2(b)(2) and §54954.5) and the Sunshine Ordinance (Administrative Code §67.11).)

(d) [RECONVENE IN OPEN SESSION]

(i) [IF APPLICABLE] Report on action taken in closed session required by the Brown Act (Government Code §54957.1(a)) and the Sunshine Ordinance (San Francisco Administrative Code §67.12(b)).

(ii) Discussion and vote whether to disclose any or all discussions held in closed session (San Francisco Administrative Code §67.12(a)). ACTION ITEM.

### J. ADJOURNMENT: