SAN FRANCISCO AIRPORT COMMISSION



November 17, 2015

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

Minutes of the Airport Commission Meeting of November 17, 2015

CALENDAR			RESOLUTIO	
SECTION A.	ITEM	TITLE CALL TO ORDER:	NUMBER	PAGE 4
B.		ROLL CALL:		4
C.		ADOPTION OF MINUTES: Special Meeting of October 27, 2015	15-0234	4
D.	1.	SPECIAL ITEMS: Retirement Resolution - Ms. Cherylann Waller	15-0235	4
	2.	Resolution of Appreciation for Richard M. Newm	an 15-0236	4-5
E.		ITEMS INITIATED BY COMMISSIONERS:		5
F.	3.	ITEMS RELATING TO ADMINISTRATIONS, OPERATIONS & MAINTENANCE: Assign Contract 10012.66 - Design-Build Service Terminal 1 Baggage Handling System Project & No. 1 to Contract 10011.66 - Design-Build Service for Terminal 1 Center Renovation Project - Henselps	Mod. ces	5-7
	4.	Mod. No. 1 to Contract 10010.66 - Design-Build Services for Boarding Area B Project - Austin Webcor Joint Venture	15-0238	7-8
	5.	Mod. No. 2 to Contract 10050.71 - CM/GC Servi for Fire House No. 3 and South Field Checkpoin Relocation Project - C. Overaa & Co.		8-9
	6.	Mod. No. 2 to Contract 10051.71 - CM/GC Servi - South Field Tenant Relocation Project - C.Ove		9
	7.	RFQ - Establish Pools of Pre-Qualified Service Providers for Aviation Support Services to Air Carriers	15-0241	9-12
D.	8.	CONSENT CALENDAR OF ROUTINE ADMIN MA' Mod. No. 17 to Contract 9015A - Design-Build S - Replacement Airport Traffic Control Tower & In Facilities Project - Hensel Phelps	ervices	12-13
	9.	Mod. No. 1 to Professional Services Contract 10051.43- A/E Design Services for South Field T Relocations Project - Joseph Chow & Assoc., Inc.		13

	10.	Reject Proposals - RFP for Contract 50030 & Reissu RFP for Contract 50030R - Provide 24/7 Operation, Corrective & Preventative Maintenance, Repairs for Airport-owned Passenger Boarding Bridges, Baggag Handling Systems in the Domestic Terminals		13		
	11.	Determination to Proceed with Building 10 Demolitio and Southfield Cargo Demolition Projects, and Bid C for Contract 10052.61 - Construction Services for Hazardous Abatement and Demolition of Structures & Hazmat Abatement Projects in South Field Area	Call	13-14		
	12.	Mod. No. 1 to PSC Contract 10050.43 - A/e Design Services for Fire House No. 3 & South Field Checkp Relocation Project - Shah Kawasaki/YamaMar JV	oint 15-0246	14		
	13.	Mod. No 1 to Professional Services Contract 10060 A/E Design Services for GTU Relocation Project - Paulett Taggart Architects	43 15-0247	14		
	14.	Issue RFP for Contract 50070 - Strategic Wi-Fi Partner Services	15-0248	14-15		
	15.	Annual Funding Request for "Section 559" Reimbursable Fee Agreement with U.S. CBP	15-0249	15		
	16.	Award Contract 50063 - Provide Communications and Marketing Services for Varied Scopes of Work on As-Needed Basis - Hill & Knowlton Strategies	15-0250	15		
	17.	Award Garage Taxi Staging Area Mobile Catering Truck Lease - Khanh Diep dba D & K Food	15-0251	15		
	18.	Mod. No. 1 to Contract 9273.66 - Design-Build Servi for Long Term Parking Garage No. 2 Project - Nibbi		15-16		
	19.	2011 Lease and Use Agreement with China Souther Airlines Company Limited	n 15-0253	16		
G.	20.	PUBLIC HEARING: Corrections to Rule 14, of Airport Rules & Regs re Enforcement & Administrative Appeal Process	15-0254	16		
H.		NEW BUSINESS: Super Bowl 50		17		
I.		CORRESPONDENCE:				
J.		CLOSED SESSION:		18		
K.		ADJOURNMENT:		18		

AIRPORT COMMISSION MEETING MINUTES November 17, 2015

A. CALL TO ORDER:

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

* * *

B. ROLL CALL:

Present: Hon. Larry Mazzola, President

Hon. Linda S. Crayton, Vice President

Hon. Eleanor Johns

Hon. Richard J. Guggenhime

Absent: Hon. Peter A. Stern

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C. ADOPTION OF MINUTES:

The minutes of the special meeting of October 27, 2015 were adopted unanimously.

No. 15-0234

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D. SPECIAL ITEMS:

Item No. 1 was moved by Commissioner Crayton and seconded by Commissioner Johns. The vote to approve was unanimous.

1. Retirement Resolution - Ms. Cherylann Waller

No. 15-0235 Resolution thanking Ms. Cherylann Waller for thirty-

one (31) years and six (6) months of faithful service

to the City and County of San Francisco.

Mr. John Martin, Airport Director said that Cherylann Waller is retiring after 31 years as a Communications Dispatcher, most recently a Senior Dispatcher. She is well respected by her fellow workers and is particularly appreciated for her mentoring of new Dispatchers.

Commissioner Mazzola ... we congratulate her and thank her for her service.

Item No. 2 was moved by Commissioner Crayton and seconded by Commissioner Mazzola. The vote to approve was unanimous.

2. Resolution of Appreciation for Mr. Richard M. Newman, Airport Land Use Committee Representative to the Airport/Community Roundtable

No. 15-0236

Resolution recognizing and expressing appreciation to Mr. Richard M. Newman for his participation on the Airport/Community Roundtable for the past 15 years as the Airport Land Use Committee Representative.

Mr. Martin said Rich Newman served on the Roundtable for 15 years as Vice Chair and Chair. He was a strong, effective leader in balancing the interest of the Airport with community concerns on noise. He recently stepped off the Roundtable so we want to thank him for his years of service.

Commissioner Mazzola ... congratulations to him and thank him.

E. ITEMS INITIATED BY COMMISSIONERS: There were no items initiated by Commissioners.

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F. ACTION ITEMS RELATING TO ADMINISTRATION, OPERATIONS & MAINTENANCE: Item No. 3 was moved by Commissioner Guggenhime and seconded by Commissioner

Crayton. The vote to approve was unanimous.

3. Assignment of Contract No. 10012.66 - Design-Build Services for the Terminal 1
Baggage Handling System Project and Approval of Modification No. 1 to Contract
No. 10011.66 - Design-Build Services for the Terminal 1 Center Renovation
Project - Hensel Phelps Construction Company - \$52,315,956

No. 15-0237

Resolution approving assignment of Contract No. 10012.66, Design-Build Services for the Terminal 1 Baggage Handling System Project and approving Modification No. 1 to Contract No. 10011.66, Design-Build Services for Terminal 1 Center Renovation, to Hensel Phelps Construction Co., in an amount not to exceed \$52,315,956 for a new contract amount not to exceed \$107,965,956, and a new contract duration of 400 days, and a corresponding amount in contingency authorization. This Modification is reimbursable up to \$3 Million through an approved Other Transaction Agreement with the TSA.

Ms. Judi Mosqueda, Design and Construction said I'm standing in for Geoff Neumayr today to seek your approval to assign the contract for Design Build Services for the Terminal 1 Baggage Handling System with Beumer Corp. to the contract for Design Build Services for the Terminal 1 Center Project with Hensel Phelps Construction Co. Modification No. 1 to the Contract for Design Build Services for the Terminal 1 Center Renovation Project also increases the not-to-exceed amount by \$52.3 million to establish a new not-to-exceed contract amount of \$107.9 million with a corresponding amount of contingency authorization and to

extend the contract duration by 100 calendar days for a new contract duration of 400 calendar days. The \$52.3 million includes the initial award amount of \$28.1 million that the Commission previously awarded to Beumer Corporation for the Baggage Handling System contract. Contract 10011.66 provides for the Design Build Services for design and construction of the Terminal 1 Center Project.

The scope of work for this contract includes a new architectural building envelope, new electrical, mechanical, and special systems, renovations and upgrades to the check-in facilities and passenger screening checkpoints, redevelopment of the concessions areas, and a new consolidated baggage handling system. The estimated forecast for this contract, including the baggage handling system, is \$420.1 million with an estimated overall duration of 1,550 days. This modification will provide for schematic design services, early construction activities to support design and prepare the site for construction, preparation of a building information model to support design and construction and the assignment of the baggage handling design build contract. The cost model for this project is still under development. Following the completion of the cost model, an estimated total guaranteed maximum price will be determined and Staff will return to recommend authorization for the full value of the contract as a not-to-exceed amount. The City's Contracting Monitoring Division approved a 25% LBE sub-consultant goal for design services and an 18% LBE sub-contracting goal for construction services. The baggage handling system's scope of work is Federally funded and therefore has a Federal small business enterprise best effort goal of 10%. Hensel Phelps Construction Co. is committed to meeting these goals.

Commissioner Crayton ... am I misunderstanding that originally this piece of the contract was awarded to Beumer Corporation?

Ms. Mosqueda replied it was Beumer.

Commissioner Crayton asked was there some problem in their ability to do it?

Ms. Mosqueda replied there isn't. Beumer remains involved and they keep the scope of work. Hensel Phelps has the overall coordination of developing the building with the baggage handling system seamlessly integrated in terms of design and construction.

Commissioner Crayton ... why did we change that, or why didn't see that from the beginning?

Ms. Mosqueda ... we did see it from the beginning. When we procured design build services, the Hensel Phelps contract, we were unable to obtain our baggage handling consultant as part of that procurement, so we issued two RFPs for two contractors. Eventually what we want them to do is work together to develop and construct the project. After procurement, we bring the contracts together.

Commissioner Mazzola ... I see this includes maintenance. I thought our maintenance baggage employees are civil service ... they're not?

Mr. Martin said baggage system employees are not civil service. There's usually

a two year guarantee on the contract to install the systems, their workers maintain it, after that, it's through contracts.

Mr. Ivar Satero, COO, said that's correct. We usually bid a fixed contract of two or three years and then there are option years, and then we re-solicit for a new RFP for these services. The operation maintenance is always contracted out scope.

Commissioner Mazzola ... are they Civil Service?

Mr. Satero replied no civil service classes perform this work.

Item No. 4 was moved by Commissioner Crayton and seconded by Commissioner Mazzola. The vote to approve was unanimous.

4. Modification No. 1 to Contract No. 10010.66 - Design-Build Services for the New Boarding Area B Project - Austin Webcor Joint Venture - \$21,256,251

No. 15-0238

Resolution approving Modification No. 1 to Contract No. 10010.66, Design Build Services for the New Boarding Area B Project, with Austin Webcor Joint Venture, in an amount not to exceed \$21,256,251, for a new contract amount of \$84,533,605, and a new contract duration of 400 days, with a corresponding amount in contingency authorization.

Ms. Mosqueda said this item approves Modification No. 1 to the Austin Webcor JV contract for design build services for the new Boarding Area B Project and increases the not-to-exceed amount by \$21.2 million to establish a new not-toexceed contract amount of \$84.5 million and a corresponding amount of contingency authorization, and extends the contract duration by 100 calendar days for a new contract duration of 400 calendar days. This contract provides for design build services for the design and construction of the new Boarding Area B Project. The scope of work includes a configuration that allows up to 24 new gates including new international arrivals swing gates, new architectural building envelope, new electrical, mechanical and special systems, development of new concession areas, new passenger loading bridges, and new aircraft aprons. The forecast, including baggage handling components, is \$507.7 million with an estimated overall duration of 1,915 days. This modification will provide for schematic design services, early construction activities to support design and prepare the site for construction, and preparation of a building information model. The cost model is still under development. Upon completion of the cost model, an estimated guaranteed maximum price will be determined and Staff will return for authorization of the full value of the contract as a not-to-exceed amount. The City's Contract Monitoring Division approved a 25% LBE sub-consultant goal for design services and an 18% LBE sub-contracting goal for construction services. Austin Webcor Joint Venture is committed to meeting these contract goals.

Commissioner Crayton asked if Austin Webcor is a new defined company, is it Webcor Builders, or is this a subsidiary?

Ms. Mosqueda said it's a joint venture between Webcor and Austin Commercial.

Item Nos. 5 and 6 were called together and moved by Commissioner Crayton and seconded by Commissioner Johns. The vote to approve was unanimous.

5. <u>Modification No. 2 to Contract No. 10050.71 - Construction Manager/General Contractor Services for the Fire House No. 3 and South Field Checkpoint Relocation Project - C. Overaa & Co. - \$17,320,000</u>

No. 15-0239

Resolution approving Modification No. 2 to Contract 10050.71, Construction Manager/General Contractor Services for the Fire House No. 3 and South Field Checkpoint Relocation Project with C. Overaa & Co., in an amount of \$17,320,000 for a new total not-to-exceed contract amount of \$22,857,272 and with a corresponding amount in contingency authorization.

Ms. Mosqueda said these two projects are being delivered together because they're both part of the South Field Modification Program that we have that allows for optimization of the South Field Taxiways to allow for large gauge aircraft movements in and out of the International Terminal building. These contracts provide for Construction Manager/General Contractor (CM/GC) services for both the Fire House No. 3 and South Field Relocation Project and the South Field Tenant Relocations projects. For brevity going forward, I will refer to the Fire House project or Tenant Relocations. These modifications establish the estimated guaranteed maximum price for both contracts in an amount of \$22.9 million for the Firehouse project, and \$15.8 for Tenant Relocations with a corresponding amount for contingency for each contract.

For the Firehouse contract, the modification increases the contract amount by \$17.3 million to establish a new not-to-exceed amount of \$22.9 million. For Tenant Relocations, the modification increases the contract amount by \$11.8 million for a new contract amount of \$15.8 million. The modification also extends the contract duration by 280 calendar days, for a new contract duration of 735 calendar days. These contracts provide CM/GC services for both projects. C. Overaa & Co. is the CM/GC for both projects. To date we have received bids for trade packages on both projects. The cumulative bids are lower than the Engineer's estimates. Both projects remain in budget. The CM/GC will continue to competitively bid the remaining trade packages and Staff will return should the contract forecast exceed the proposed not-to-exceed amount of \$22.9 million and \$15.8 million respectively. The City's Contract Monitoring Division approved a 23% LBE subcontracting goal for the Firehouse and 22% LBE goal for the Tenant Relocations. Overaa has committed to meeting the overall contracting goals

Commissioner Guggenhime ... how much lower on the total? What was the Engineer's estimate?

Ms. Mosqueda ... there are two separate contracts and C. Overaa was the winner of both. For the trade packages that have come in (I don't have the specifics with

me), some trade packages came in a little bit over, others have come in a little bit under, cumulatively together they're under the Engineer's estimate.

Commissioner Crayton ... have we done business with C. Overaa & Co. before?

Ms. Mosqueda said and I'm not sure that we have. My familiarity with them is they're a contractor located in the East Bay. We're excited about having a new contractor onboard to help us out with smaller to medium size projects. They have a great attitude working with us so as we enter our very large Capital Improvement program, we're hoping to recruit more contractors to the Airport and we're happy to see C. Overaa & Co. Geoff Neumayr has worked with C. Overaa previously but not when he was with the Airport.

6. <u>Modification No. 2 to Contract No.. 10051.71 - Construction Manager/General Contractor Services for the South Field Tenant Relocation Project - C. Overaa & Co. - \$11,750,000</u>

No. 15-0240

Resolution approving Modification No. b10051.71, CM/GC Services for the South Field Tenant Relocation Project, with C. Overaa & Co. in an amount not to exceed \$11,750,000 for a new contract amount not to exceed \$15,770,998 with a corresponding amount in contingency authorization, and with a new total contract duration of 735 days.

Item No. 7 was moved by Commissioner Guggenhime and seconded by Commissioner Crayton. The vote to approve was unanimous.

7. Authorization to Issue a Request for Qualifications to Establish Five Pools of Pre-Qualified Service Providers to Provide Certain Aviation Support Services to Air Carriers at San Francisco International Airport

No. 15-0241

Resolution authorizing Staff to issue a RFQ to establish 5 pools of pre-qualified firms to provide certain aviation support services to air carriers at San Francisco Airport.

Mr. Kevin Kone, Acting Associate Deputy Director, Aviation & Parking Management, said I am seeking authorization to issue a RFQ to screen Airport Service providers at SFO. The RFQ will require firms to meet minimum standards in order to qualify to work at SFO. Combining the screening process with the existing Ground Support Equipment Safety Inspection Program and the Quality Standards Program will further enhance safety and security at the SFO. Currently, air carriers contract directly with the ground service companies for provision of ramp services. There are 17 firms providing aircraft servicing, 14 firms providing maintenance, eight firms providing ramp services, 10 firms providing cargo and mail services and two firms providing fueling. This has resulted in a proliferation of equipment and airfield congestion on the ramp. Even with the QSP we have

found unsafe, old, and antiquated equipment being used in and around aircraft. The Program imposes fines and impounds unsafe equipment. Multiple providers have made it difficult to store equipment on the airfield when not in use. We will work through this process, we will work closely with the airline community to develop subcategories for the selected criteria to allow for the specialized work in the categories that I just noted. Examples of screening criteria may include the age of the vehicles, safety records, history of accidents, training programs, the size of their green vehicle fleets, preventative and possibly preventative maintenance plans. This formalizes the screening and only after firms pass this screening will they be issued a permit to operate at SFO. This screening process is expected to result in better customer service to our clients and the quality of the fleet servicing the aircraft, reducing pollution and congestion on the airfield.

The proposed pools will be in place for two years. If a company does not get into the pool through this process they will have to wait two years to reapply. We hope this will incentivize firms to put their best foot forward to get into the pool and generate business opportunities for their firms. We will not limit the size of these pools. Airlines contracted with existing providers will be allowed to continue service until their existing contracts expire. Thereafter, airlines will be required to use the screened pools for their new contract providers going forward. Airlines may choose contract durations of their choice beyond the two year duration, so once the pool is set, an air carrier can contract with a provider for two, three, four or five years, whatever they choose. We will refresh the pool in two years. We are not telling airlines whom they should contract with but simply providing a list of companies that have met minimum qualifications for them to choose from. European airports such as Heathrow, Athens, Frankfurt, Munich, and domestically Los Angeles have similar programs. Following this meeting, Staff will begin formulating a screening process which will include the airline community and SFO Staff. We plan to issue the RFQ in February 2016 with qualifications due in March 2016. We will return to you in May 2016 to form the pools.

Commissioner Crayton ... who are some of the firms currently providing service? How long have they been at the Airport?

Mr. Kone ... some of the names, I won't read them all, are AP Enterprise, Certified Aviation Services, Menzies Aviation Corporation, Pegasus for maintenance. For ramp services, again Menzies, Swissport, Total Airport Services. Cargo and Mail, are AirServ, Alliance Ground International, Menzies, ServAir, Swissport. In the fueling area, ASIG and Swissport. Many of these firms have been at the Airport and part of the airline community for probably 20 years.

Commissioner Crayton ... are you expecting some of them to apply for the pool?

Mr. Kone replied we would hope that they would all reapply and if they pass our screening they will again be welcome to continue working at the Airport.

Commissioner Crayton ... it will be problematic if they didn't because they're on Airport now and we would want them to meet our minimum qualifications.

Commissioner Guggenhime ... does this include trucks putting food on planes?

Mr. Kone replied it does not.

Commissioner Guggenhime ... I think it ought to, but that's a different issue.

Commissioner Crayton ... is there a reason why?

Mr. Kone said the catering businesses are certainly part of ramp services but it's not considered direct support of the aircraft. I'm talking about fueling the aircraft, cleaning the cabin, loading bags on and off the airplane, those types of amenities.

Commissioner Johns ... my concern is that this new screening doesn't go into effect until 2017.

Mr. Kone ... no, it will go into effect when we return to you in March or April 2016.

Commissioner Johns ... in the meantime, are we monitoring the problems that exist, and how are we doing that?

Mr. Kone ... before we got here we vetted this with the airline community and have received full support of this situation as the airlines have expressed to us their own dissatisfaction with these current providers. They are looking for help to try and increase the service that they are receiving from their providers. For example, we hear stories of the A380 coming in and service providers under staffing to turn the plane in time to meet its departure.

Commissioner Johns ... someone recently spoke under Public Comment about a safety issue. I thought that was an airline problem, not a subcontractor deciding how many people would work certain stations. Is it a combination of the two?

Mr. Kone said it's a combination of the two. The providers are contracted between the airline and the handler. The Airport is trying to assist in establishing minimum qualifications for those firms to operate here, which hopefully will up the level of service that the airlines are receiving today.

Commissioner Johns ... as I understand it, it's not just minimum qualifications, it's also the coordination of some of the work efforts. It seems to me it would be coordination in addition to the qualifications of the people doing the work.

Mr. Kone ... the issue is that we have so many firms in each pool. They all have their own equipment to service all of the different aircraft. We are running out of space on the airfield to store that equipment. Through this process, there may be some thinning out of those providers in one pool which will then also reduce the amount of congestion that we have for storing this equipment on the airfield. For example, if you're one firm servicing a 747, and another firm is also servicing a 747, they both have the same equipment parked next to each other for when their plane comes in. They don't share equipment; that's really what's happening here.

Commissioner Crayton ... if one person is providing this service to all the airlines I see hiring more people, or combining the services of two people and then having a point person so you know who to go to regarding issues related to the airports.

I like that, but I want to make sure there's going to be proper coordination. If we find out that this will impact a certain segment of the community economically, hopefully you'll come back and let us know that as well.

Commissioner Mazzola ... You said the airlines are exempt for providers that they already have contracts with until those contracts expire?

Mr. Kone ... correct. They won't have to change providers until either the contract expires, or they choose to terminate the existing contract and hire a new firm.

Commissioner Mazzola ... do any of those contracts have options.

Mr. Kone ... I've been told by the airline community that these service provider contracts not only have options but they have options to get out early. If, at any time, a carrier is unhappy with a ground handler, they can fire them without cause.

Commissioner Mazzola ... what happens if they don't get into a pool?

Mr. Kone ... they cannot bid on work. It's no different than if a company doesn't get into one of our other pools, whether it's Airport Management Consultants or Financial Advisory Services, they have to wait those two years. Again, that's why we believe that they have to put their best foot forward to get in.

Commissioner Crayton ... I'm concerned about the quality control piece of it. You don't want them to squeeze people in and have subsequent labor issues because you don't have enough personnel to do the job.

Mr. Kone ... that's exactly what's happening today by not having this process in place. These employees are working double shifts, 7 days/week. As you can imagine, they're tired and that certainly can affect safety and security on the Airport. We want them to properly staff and maintain their equipment to operate.

Mr. Martin ... this is our tightening up on the performance of these contractors. They're under great pressure from airlines to deliver at the lowest possible cost and we're finding inadequate controls on ensuring vehicles are maintained, sometimes ensuring the training is done, full conformance with our rules and regulations. In the meantime, we're inspecting all of the vehicles, doing more audits on training requirements, tightening up on following the rules and regulations. This process should up performance overall and ensure a level playing field that all the operators have to meet this higher standard.

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- D. CONSENT CALENDAR OF ROUTINE ADMINISTRATIVE MATTERS: The Consent Calendar, Item Nos. 8 through 19, was moved by Commissioner Crayton and seconded by Commissioner Guggenhime. The vote to approve was unanimous.
 - 8. Modification No. 17 to Contract No. 9015A Design-Build Services for the Replacement Airport Traffic Control Tower and Integrated Facilities Project Hensel Phelps Construction Company \$6,000,000

No. 15-0242

Resolution approving Modification No. 17 to Contract 9015A, Design-Build Services for the Replacement Airport Traffic Control Tower and Integrated Facilities Project, with Hensel Phelps Construction Company, in an amount not to exceed \$6,000,000 for a new contract amount not to exceed \$136,990,024 and extending the contract duration by 75 calendar days.

9. <u>Modification No. 1 to Professional Services Contract No 10051.43 - Architecture and Engineering Design Services for the South Field Tenant Relocations Project Joseph Chow & Associates, Inc. - \$800,000</u>

No. 15-0243

Resolution approving Modification 1 to Professional Services Contract 10051.43, Architecture and Engineering Design Services for the South Field Tenant Relocations Project, with Joseph Chow & Assoc.,Inc., in an amount of \$800,000 for a new contract amount of \$1,859,600 and with a new contract duration of 17 months.

10. Reject All Proposals from Request for Proposals for Contract 50030 and Re-Issue RFP for Contract 50030R to Provide 24/7 Operation, Corrective and Preventative Maintenance, Repairs and On-Call Services for the Airport-owned Passenger Boarding Bridges and Baggage Handling Systems in the Domestic Terminals

No. 15-0244

Resolution rejecting all Proposals for Contract 50030, and re-issue a RFP for Contract 50030R for Airportowned Passenger Boarding Bridges and Baggage Handling Systems in the Domestic Terminals for an initial period of three years with two one-year options exercisable at the sole discretion of the Commission and enter into negotiations with the top proposer.

11. <u>Determination to Proceed with Building 10 Demolition and the Southfield Cargo Demolition Projects, and Authorization to Call for Bids for Contract No.10052.61 Construction Services for Hazardous Abatement and Demolition of Structures AND Hazmat Abatement Projects in the Southfield Area</u>

No. 15-0245

Resolution Determining to Proceed with Building 10 Demolition and the Southfield Cargo Demolition Projects, approving the scope, budget, and schedule for Contract No. 10052.61, Construction Services for Hazardous Abatement and Demolition of Structures and Hazmat Abatement Projects in the Southfield Area, and authorizing the Director to call for bids.

This action includes and constitutes the Approval Action for the Southfield Demolition Project and the Approval Action for the Building 10 Demolition Project pursuant to Section 31.04(h) of the S.F. Administrative Code.

12. Modification No. 1 to Professional Services Contract 10050.43 - Architecture and Engineering Design Services for Fire House No. 3 and South Field Checkpoint Relocation Project - Shah Kawasaki/YamaMarJoint Venture - \$571,483

No. 15-0246

Resolution approving Modification No. 1 to Professional Services Contract No. 10050.43, Architecture and Engineering Design Services for the Fire House No. 3 and South Field Checkpoint Relocation Project, with Shah Kawasaki/YamaMar J. V. in an amount of \$571,483 for a new contract amount of \$2,357,723 and maintaining the original contract duration.

13. Modification No 1 to Professional Services Contract 10060.43 - Architecture and Engineering Design Services for the Ground Transportation Unit Relocation Project - Paulett Taggart Architects - \$290,594

No. 15-0247

Resolution approving Modification No. 1 to Professional Services Contract No. 10060.43, Architecture and Engineering Design Services for the Ground Transportation Unit Relocation Project, with Paulett Taggart Architects, in an amount not to exceed \$290,594 for a new contract amount not to exceed \$1,900,632.

14. <u>Authorization to Issue a Request for Proposals for Contract No. 50070 - Strategic</u> Wi-Fi Partner Services

No. 15-0248

Resolution authorizing issuance of a Request for Proposals for Contract No. 50070, Strategic Wi-Fi Partner Services, and authorizing Staff to enter into negotiations with the highest ranked proposer.

Commissioner Crayton ... I had a concern regarding Item 14, the Strategic Wi-Fi Partner Services. I talked to Ivar and he straightened it out for me. It's the piece where they talked about minimum qualifications, etc. under no. 2 ... "A minimum of five years experience since 2008, designing, engineering, supporting SFO's Wi-Fi vendors hardware product line." I thought well, they just gave the contract to whoever already has it, but that's not the case. I misread it and so I just want to clear it for myself and everyone else ... the vendor must have the experience or understanding with the type of equipment, which I understand at the Airport is

Cisco Hardware Product Line. They don't have to be an existing Airport vendor.

Mr. Martin ... correct.

Mr. Ian Law, Deputy Director, ITT replied that is absolutely correct. We have two Wi-Fi vendors at the Airport at the moment, two product lines, Aruba Networks recently acquired by HP, and Cisco Systems. We obviously want a partner who's knowledgeable in both of them.

15. Annual Funding Request for the "Section 559" Reimbursable Fee Agreement with U.S. Customs and Border Protection in an Amount Not to Exceed \$1.22 Million for Fiscal Year 2015/16

No. 15-0249

Resolution approving Annual Funding Request for FY 2015/16 for the "Section 559" Reimbursable Fee Agreement with U.S. Customs and Border Protection in an amount not to exceed \$1.22 Million to provide expanded Federal Inspection Services in the International Terminal.

 Award of Contract No. 50063 - Provide Communications and Marketing Services for Varied Scopes of Work on an As-Needed Basis - Hill & Knowlton Strategies, LLC - \$150,000

No. 15-0250

Resolution awarding Contract No. 50063 to Hill & Knowlton Strategies, LLC for a total annual not-to-exceed amount of \$150,000 to provide Communications and Marketing services for varied scopes of work for an initial period of three years with

two two-year options to extend the contract at the

sole discretion of the Commission.

17. <u>Award of the Garage Taxi Staging Area Mobile Catering Truck Lease - Khanh Diep dba D & K Food</u>

No. 15-0251

Resolution awarding the Garage Taxi Staging Area Mobile Catering Truck Lease to Khanh Diep dba D & K Food.

18. <u>Modification No. 1 to Contract No. 9273.66 - Design-Build Services for the Long</u> Term Parking Garage No. 2 Project - Nibbi Bros Associates, Inc.

No. 15-0252

Resolution approving Modification No. 1 to Contract 9273.66, Design-Build Services for the Long Term Parking Garage No. 2 Project, with Nibbi Brothers Associates, Inc., for an additional 120 consecutive

calendar days extending the initial contract duration from 183 to a revised duration of 303 consecutive calendar days.

19. <u>2011 Lease and Use Agreement with China Southern Airlines Company Limited</u>

No. 15-0253

Resolution approving a 2011 Lease and Use Agreement with China Southern Airlines Company, Limited and directing the Commission Secretary to forward the Lease to the Board of Supervisors for approval.

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G. PUBLIC HEARING:

The Public Hearing was convened at 9:35 AM and concluded at 9:39 AM. There being no public comment. Item No. 20 was moved by Commissioner Crayton and seconded by Commissioner Mazzola. The vote to approve was unanimous.

20. Receive Comments on Corrections to Rule 14, Enforcement and Administrative Appeal Process, of the Airport's Rules and Regulations and Adopt the Proposed Corrections

No. 15-0254

Resolution adopting the proposed corrections to Rule 14, Enforcement and Administrative Appeal Process, of the Airport's Rules and Regulations.

Mr. Jeff Littlefield, Deputy Director, Operations & Security said at our last meeting this Commission adopted a number of proposed changes to the Airport's Rules and Regulations. In order to better organize and to remedy administrative errors that were identified in the application of Rule 14 to Rule 4, we return to the Commission. Rule 4 deals with the operation of motor vehicles and Rule 14 deals with fines and enforcement. The administrative corrections simply allow for better organization, clarification, and improve references to the listed information. There is also a fine increase for vehicles improperly parked in handicapped spaces. We continue to refine the Rules and Regulations to best serve our Airport community and therefore, recommend that this Commission adopt corrections to Rule 14 of

the Airport Rules and Regulations as set forth in Attachments A, B, and C.

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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.

Commissioner Mazzola ... all this hype about Super Bowl 50, and everyone has committee, after committee, after committee. What are we doing?

Mr. Martin replied we have committees and we are on committees. We had a team go to the last Super Bowl to watch how it was handled and learn from their lessons. A lot of work is being done to prepare for it, both in terms of marketing, operations. We'll have a lot of private aircraft activity. It's going to be a challenge for us and for the whole Bay Area to handle all the private aircraft. We'll work with the FAA on the departure schedule of private aircraft so that it's spread out and we don't end up with a massive delay problem the day after Super Bowl.

Commissioner Mazzola ... what will this cost us over and above our normal operations?

Mr. Martin replied I haven't seen cost figures. We can report to you

Commissioner Mazzola ... is there a chance of reimbursement from the NFL, or anyone?

Mr. Martin said there are fees. There's a lot of limousine activity and association with Super Bowl but we have a fee structure for that so we will be getting revenue for a lot of the activity going on. I will have staff prepare a report on both our cost and our anticipated revenue, and a summary just a summary of all of the activities that are being undertaken in preparation for Super Bowl at the Airport.

Commissioner Crayton ... Is there one point person that you have handling the process, looking at all the issues the Airport would face, the number of new employees that we'll need and the time frame?

Mr. Martin replied no new employees are needed. Operations has a lot of this, but Marketing also has pieces, important pieces in preparing for Super Bowl too. Different divisions all have a piece.

Commissioner Guggenhime said we have experience from the Super Bowl at Stanford 20 years ago.

Mr. Martin said it's important that we prepare for this but overall our passenger traffic volume will not be any higher than it will be on Friday of this week. Our busiest day of the year is Friday of this week. I don't expert more passenger traffic related to Super Bowl. People go through the Airport quickly. We want to welcome them appropriately. There are a record number of private aircraft, executive aircraft that we will be handling

but this is entirely workable for this. This is not something out of the extraordinary.

Commissioner Guggenhime ... we also have a break. We have three airports, Oakland, San Jose and San Francisco.

Mr. Martin ... even more than that. We'll probably be using five or six airports for the executive aircraft. We'll provide a report.

* * *

I. CORRESPONDENCE:

There was no discussion by the Commission.

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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).

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K. ADJOURNMENT:

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

(Original signed by: Jean Caramatti)
Jean Caramatti
Commission Secretary