

Board Meeting Agenda

Thursday, April 4, 2024
9:00 A.M.

San Diego County Regional Airport Authority
Administration Building
First Floor – Board Room
2417 McCain Road
San Diego, California 92101

Board Members

Gil Cabrera (Chair)
James Sly (Vice-Chair)
Whitney Benzian
Lidia S. Martinez
Monica Montgomery Steppe
Rafael Perez
Esther C. Sanchez
Steve Vaus
Marni von Wilpert

Ex-Officio Board Members

Col. Thomas M. Bedell
Michele Perrault
Everett Townsend

President/CEO

Kimberly J. Becker

Live webcasts of Authority Board meetings can be accessed at
<http://www.san.org/Airport-Authority/Meetings-Agendas/Authority-Board>

This Agenda contains a brief general description of each item to be considered. The indication of a recommended action does not indicate what action (if any) may be taken. ***Please note that agenda items may be taken out of order.*** If comments are made to the Board without prior notice or are not listed on the Agenda, no specific answers or responses should be expected at this meeting pursuant to State law.

Staff Reports and documentation relating to each item of business on the Agenda are on file in Board Services and are available for public inspection.

NOTE: Pursuant to Authority Code Section 2.15, all Lobbyists shall register as an Authority Lobbyist with the Authority Clerk within ten (10) days of qualifying as a lobbyist. A qualifying lobbyist is any individual who receives \$100 or more in any calendar month to lobby any Board Member or employee of the Authority for the purpose of influencing any action of the Authority. To obtain Lobbyist Registration Statement Forms, contact the Board Services/Authority Clerk Department.

PLEASE COMPLETE A SPEAKER SLIP PRIOR TO THE COMMENCEMENT OF THE MEETING AND SUBMIT IT TO THE AUTHORITY CLERK. ***PLEASE REVIEW THE POLICY FOR PUBLIC PARTICIPATION IN BOARD AND BOARD COMMITTEE MEETINGS (PUBLIC COMMENT) LOCATED AT THE END OF THE AGENDA.***

The Authority has identified a local company to provide oral interpreter and translation services for public meetings. If you require oral interpreter or translation services, please telephone the Board Services /Authority Clerk Department with your request at (619) 400-2400 at least three (3) working days prior to the meeting.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PRESENTATIONS:

REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:

- **AUDIT COMMITTEE:**
Committee Members: Huerta, Newsom (Chair), Montgomery Steppe, Perez, Sanchez, Vaus, Wong Nickerson
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Committee Members: Benzian, Martinez, Perez, Sanchez, von Wilpert (Chair)
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Committee Members: Cabrera (Chair), Martinez, Sly
- **FINANCE COMMITTEE:**
Committee Members: Martinez, Sly (Chair), von Wilpert

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
Liaison: Benzian, Martinez (Primary)
- **ARTS ADVISORY COMMITTEE:**
Liaison: Martinez

LIAISONS

- **CALTRANS:**
Liaison: Townsend
- **INTER-GOVERNMENTAL AFFAIRS:**
Liaison: Cabrera
- **MILITARY AFFAIRS:**
Liaison: Bedell
- **PORT:**
Liaisons: Cabrera (Primary), von Wilpert

Thursday, April 4, 2024

- **WORLD TRADE CENTER:**
Representatives: Sly

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG BOARD OF DIRECTORS:**
Representative: Cabrera (Primary), Sly
- **SANDAG TRANSPORTATION COMMITTEE:**
Representatives: Sanchez (Primary), Perez

CHAIR REPORT:

PRESIDENT/CEO REPORT:

NON-AGENDA PUBLIC COMMENT:

Non-Agenda Public Comment is reserved for members of the public wishing to address the Board on matters for which another opportunity to speak **is not provided on the Agenda**, and which is within the jurisdiction of the Board. Please submit a completed speaker slip to the Authority Clerk. ***Each individual speaker is limited to three (3) minutes. Applicants, groups and jurisdictions referring items to the Board for action are limited to five (5) minutes.***

Note: Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board.

CONSENT AGENDA (ITEMS 1 - 7):

The consent agenda contains items that are routine in nature and non-controversial. Some items may be referred by a standing Board Committee or approved as part of the budget process. The matters listed under 'Consent Agenda' may be approved by one motion. Any Board Member may remove an item for separate consideration. Items so removed will be heard before the scheduled New Business Items, unless otherwise directed by the Chair.

1. **APPROVAL OF MINUTES:**
RECOMMENDATION: Approve the minutes of the March 7, 2024, regular meeting.
2. **ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**
RECOMMENDATION: Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.
(Board Services: Tony R. Russell, Director/Authority Clerk)

3. AWARDED CONTRACTS AND APPROVED CHANGE ORDERS FROM FEBRUARY 12, 2024, THROUGH MARCH 10, 2024, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM FEBRUARY 12, 2024, THROUGH MARCH 10, 2024:

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. APRIL 2024 LEGISLATIVE REPORT:

RECOMMENDATION: Adopt Resolution No. 2024-0024, approving the April 2024 Legislative Report.

(Government Relations: Matt Harris, Director)

CLAIMS:

COMMITTEE RECOMMENDATIONS:

5. AWARD A CONTRACT TO PLANTE & MORAN, PLLC, FOR EXTERNAL AUDIT SERVICES:

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2024-0025, awarding a contract to Plante & Moran, PLLC, for external audit services for a total amount not to exceed One Million Two Hundred Thousand Dollars (\$1,200,000) for a three-year term with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the Authority's President/CEO.

(Accounting: Liz Stewart, Director)

CONTRACTS AND AGREEMENTS:

6. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A 2ND AMENDMENT TO THE AGREEMENT WITH GO1 USA LLC FOR A CONTENT LIBRARY FOR LEARNING MANAGEMENT SERVICES:

RECOMMENDATION: Adopt Resolution No. 2024-0026, approving and authorizing the President/CEO to execute a 2nd Amendment to the Agreement with Go1 USA LLC for a Content Library for Learning Management Services, extending the term 180 days to October 3, 2024, and increasing the amount payable by \$24,998.50 for a maximum amount payable of \$124,495.50 over the term of the agreement.

(Human Resources: Monty Bell, Director)

CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION:

- 7. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 13, GROUP 5, PROJECT NO. 381305 THIRTY-SIX (36) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON EIGHTEEN (18) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2024-0027, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,325,600 for Phase 13, Group 5, Project No. 381305, of the San Diego County Regional Airport Authority's Quieter Home Program and making a finding that the project is exempt from the California Environmental Quality Act.

(Planning & Environmental Affairs: Sjohnna Knack, Director)

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

CLOSED SESSION:

- 8. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:**

Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9

Name of Case: *San Diego County Regional Airport Authority v. AQ US SW Holding Co., et al.*, San Diego Superior Court Case No. 37-2023-00032124-CU-BC-CTL

- 9. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:**

Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9

Name of Case: *United States of America v. City of San Diego, et al. and Related Cross Actions*

United States District Court Case No. 3:23-CV-00541-LL-BGS

- 10. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:**

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

Number of potential Cases: 1

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REPORT ON CLOSED SESSION:

GENERAL COUNSEL REPORT:

BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:

BOARD COMMENT:

ADJOURNMENT:

Thursday, April 4, 2024

Policy for Public Participation in Board, Airport Land Use Commission (ALUC), and Committee Meetings (Public Comment)

- 1) Persons wishing to address the Board, ALUC, and Committees shall submit a speaker slip to the Clerk prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment and General Items). Failure to submit a speaker slip shall not preclude testimony, if permission to address the Board is granted by the Chair.
- 2) The Public Comment Section at the beginning of the agenda is reserved for persons wishing to address the Board, ALUC, and Committees on any matter for which another opportunity to speak is not provided on the Agenda, and on matters that are within the jurisdiction of the Board.
- 3) Persons wishing to speak on specific items listed on the agenda will be afforded an opportunity to speak during the presentation of individual items. Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board, ALUC and Committees.
- 4) If many persons have indicated a desire to address the Board, ALUC and Committees on the same issue, then the Chair may suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to **three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions.**
- 5) Pursuant to Authority Policy 1.33 (8), recognized groups must register with the Authority Clerk prior to the meeting.

After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, ALUC, and Committees without first obtaining permission to do so.

Additional Meeting Information

NOTE: This information is available in alternative formats upon request. To request an Agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (ALD) for the meeting, please telephone the Authority Clerk's Office at (619) 400-2550 at least three (3) working days prior to the meeting to ensure availability.

For your convenience, the agenda is also available to you on our website at www.san.org.

For those planning to attend the Commission meeting, parking is available in the Airport Administration Building Parking Lot (entrance on the east side of McCain Road). Visitors can park in the lot from 8:00 a.m. to 5:00 p.m.

You may also reach the SDCRAA Building by using public transit via the San Diego MTS System, Route 923. For route and fare information, please call the San Diego MTS at (619) 233-3004 or 511.

DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, MARCH 7, 2024
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
BOARD ROOM

CALL TO ORDER: Chair Cabrera called the meeting of the San Diego County Regional Airport Authority Board to order at 9:01 a.m. on Thursday, March 7, 2024, at the San Diego County Regional Airport Authority, Administration Building, 2417 McCain Road, San Diego, CA 92101.

PLEDGE OF ALLEGIANCE: Chair Cabrera led the pledge of allegiance.

ROLL CALL:

PRESENT: Board Members: Bedell (Ex-Officio), Benzian,
Cabrera (Chair), Martinez,
Montgomery Steppe, Perez,
Sanchez, Sly, Townsend (Ex-Officio), Vaus,
von Wilpert

ABSENT: Board Members: Miller (Ex-Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel;
Shawna Morales, Assistant Authority Clerk II; Patricia Willis Assistant
Clerk I

Board Member Sanchez arrived at the meeting 9:04 a.m.

Board Member von Wilpert arrived at the meeting 9:07 a.m.

Board Member Townsend arrived at the meeting 9:07 a.m.

Board Member Sly arrived at the meeting 9:13 a.m.

PRESENTATIONS:

A. DISCUSSION REGARDING THE PARAMETERS FOR THE FISCAL YEAR 2025 AND FISCAL YEAR 2026 OPERATING BUDGETS:

Scott Brickner, Vice President/Chief Financial Officer, John Dillon, Director, Finance & Risk Management and Renee Miller, Manager, Airport Finance provided a presentation on Discussion Regarding the Parameters for the Fiscal Year 2025 and Fiscal Year 2026 Operating Budgets that included, Purpose, Culture and Strategic Plan; Economic Update and Airports Outlook; Authority Debt Profile; Authority Financial Overview and Plan of Finance; and Budget Calendar.

REPORTS FROM BOARD COMMITTEES, AD HOC COMMITTEES, AND CITIZEN COMMITTEES AND LIAISONS:

- **AUDIT COMMITTEE:** Board Member Sanchez reported that the committee met on February 5, 2024. She reported that at that meeting, the committee reviewed and requested several agenda items be forwarded to the Board. She reported that the items are on today's Consent Agenda and include the Fiscal Year 2024 Second Quarter Report from the Office of the Chief Auditor, as well as a Revision to the Office of the Chief Auditor's Audit Plan for Fiscal Year 2024.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** Board Member von Wilpert reported that the last meeting was held on October 19, 2023, and January 's meeting was cancelled. She inquired as to when the new Chase Sapphire Lounge would be open.

Hampton Brown, VP & Chief Revenue Officer of Marketing & Air Service Development reported that the Chase Sapphire Lounge may be open by the end of the year and that he will provide an update on the precise estimated time of opening.

- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** None.
- **FINANCE COMMITTEE:** Board Member Sly reported that the committee met on February 26, 2024. He reported that at that meeting, the committee reviewed the Unaudited Financial Statements for the Seven Months Ended January 31, 2024, as well as the Authority's Investment Report as of January 31, 2024. He also reported that the committee was provided with a Market and Investment update.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:** None.
- **ARTS ADVISORY COMMITTEE:** Board Member Martinez reported that the performing arts company Drumatix began rehearsals in the terminal on March 4, 2024, as part of SAN's Performing Arts Residency Program. She reported that the residency will run through June and includes choreographed dance performances and community engagement to transform travelers' experiences. She also reported that Espacios & Lines, the 2024 temporary exhibition celebrating San Diego and Tijuana's designation as World Design Capital is now fully installed. She reported that the exhibition will show the works of 16 artists from a binational region.

LIAISONS

- **CALTRANS:** None.

- **INTER-GOVERNMENTAL AFFAIRS:** Chair Cabrera reported that last week, Congressional leaders struck a bipartisan deal on six annual spending bills, averting a partial government shutdown. He reported that the deal extends funding through September for six agencies, including the Department of Transportation and Federal Aviation Administration. He reported that there is no update on the final Department of Homeland Security appropriations package, which includes Customs & Border Protection and Transportation Security Administration (TSA) funding, and the deadline was extended until March 22, 2024. He also reported that in Sacramento, the Legislature introduced over 2,000 bills since reconvening in early January and ahead of the bill introduction deadline of February 16th. He reported that State policy committees will begin hearings early this month to review the new slate of proposals.
- **MILITARY AFFAIRS:** Board Member Bedell reported that Miramar is the primary aerial port of embarkation for the 1st Marine Expeditionary Force. He reported that there is significant construction on the airfield that will be taking place over the next four to six years. He also reported that the Marine Corp and Department of Defense (DOD) are tasked with improving the quality of life for the marines and the sailors that live in the barracks. He reported that there are workforce development initiatives, such as Supervisor Self Understanding training, using the Enneagram Personality Assessment, and the Executive Coaching pilot for top performers. He reported that the base is opened to Uber and Lyft which has significantly reduced DUIs on the base. He also reported that the Miramar Air Show is scheduled for September 27th – 29th, 2024.
- **PORT:** None.
- **WORLD TRADE CENTER:** Board Member Sly reported that the first Global Competitiveness Committee meeting for the year is being held on March 27, 2024, at Qualcomm. He reported that the topics of discussion will include Corporate Social Responsibility and the Opportunities and Challenges of Building a Global Business Enterprise. He also reported that Kim Becker, President/CEO is continuing to serve as Co-Chair for this committee along with Monique Rodriguez, Vice President of Government Affairs, of Qualcomm.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG BOARD OF DIRECTORS:** Chair Cabrera reported that the SANDAG Board of Directors met twice since the last Board meeting. He reported that at the first meeting, the Board had a discussion on the initial concept for the Draft 2025 Regional Plan that included projects, programs, policies, estimated costs and revenues. He reported that at the second meeting, staff presented on the Airport Transit Connection project. He also reported that staff will be conducting additional analysis on this project prior to initiating the environmental review process and that the staff anticipates that all these steps will be completed by early 2027.
- **SANDAG TRANSPORTATION COMMITTEE:** Board Member Sanchez reported that the committee met once since the last Board meeting. She reported that at that meeting the staff presented the draft of the San Diego and Imperial Counties Sustainable Freight Implementation Strategy.

CHAIR REPORT: Chair Cabrera reported that March 8, 2024, is International Women's Day, which is a Global Day of Awareness celebrating amazing women everywhere and focuses on gender equality, reproductive rights, violence, and abuse against women. He reported that on April 8, 2024, the Board will have the opportunity to tour the New T1 construction site. He also reported that he attended the San Diego County Regional Airport Authority Employee Appreciation event in early March.

PRESIDENT/CEO REPORT: Kim Becker, President/CEO reported that on February 19th, the Southwest CEO and Southwest executive staff toured the New Terminal 1. She reported that on Monday, March 11, 2024, the City of San Diego will begin the demolition of the structures on the west side of McCain Road in preparation for the un-housed encampment, and to be cautious of the work trucks that will be exiting and entering the worksite off Mc Cain Road. She acknowledged the award winners that were announced at the Authority Employee Appreciation event; Role Model of the Year, Mathew Pett; Collaboration of the Year Award, Administration Building Technical and Logistic Move Superstars; Top Performer of the Year, Bill Lingle. She also acknowledged the Employee of the Quarter, Mark Tapit. She reported that the Women Leadership Group will host their next meeting today after the Board Meeting where Board Members, Lidia Martinez, Esther Sanchez, and Marni von Wilbert will participate in a panel discussion, where they will discuss their experiences, insights passions and advice with the attendees.

NON-AGENDA PUBLIC COMMENT: None.

CONSENT AGENDA (ITEMS 1 - 10):

ACTION: Moved by Board Member Vaus and seconded by Board Member Sly to approve the Consent Agenda. Motion carried by the following votes: YES – Benzian, Cabrera, Martinez, Montgomery Steppe, Perez, Sanchez, Sly, Vaus, von Wilpert, NO – None; ABSENT – None. (Weighted Vote Points: YES – 100; NO – 0; ABSENT - 0)

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the February 1, 2024, regular meeting.

2. MARCH 2024 LEGISLATIVE REPORT:

RECOMMENDATION: Adopt Resolution No. 2024-0017, approving the March 2024 Legislative Report.

3. AWARDED CONTRACTS AND APPROVED CHANGE ORDERS FROM JANUARY 8, 2024, THROUGH FEBRUARY 11, 2024, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JANUARY 8, 2024, THROUGH FEBRUARY 11, 2024:

RECOMMENDATION: Receive the report.

4. ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:

RECOMMENDATION: Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

5. APPOINTMENT OF AUTHORITY ADVISORY COMMITTEE MEMBER:

RECOMMENDATION: Adopt Resolution No. 2024-0018, appointing members to the Authority Advisory Committee.

6. AMEND AUTHORITY POLICY 1.10, APPOINTMENT, TERM, SUCCESSION AND COMPENSATION OF THE BOARD OF DIRECTORS:

RECOMMENDATION: Adopt Resolution No. 2024-0019, approving amendments to Authority Policy 1.10 - Appointment, Term, Succession and Compensation of the Board of Directors.

CLAIMS:

7. DENY THE APPLICATION FOR LEAVE TO PRESENT A LATE CLAIM OF AMIRA NAJOR:

RECOMMENDATION: Adopt Resolution No. 2024-0020, denying the application for leave to present a late claim of Amira Najor.

CRYSTAL KINZ FARIDA, El Cajon, spoke in opposition to the staff's recommendation.

TARA GAPPY, San Diego, spoke in opposition to the staff's recommendation.

COMMITTEE RECOMMENDATIONS:

8. FISCAL YEAR 2024 SECOND QUARTER REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:

RECOMMENDATION: The Audit Committee recommends that the Board accept the Report.

9. REVISION TO THE FISCAL YEAR 2024 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2024-0021, approving the revision to the Fiscal Year 2024 Audit Plan of the Office of the Chief Auditor.

CONTRACTS AND AGREEMENTS:

CONTRACTS AND AGREEMENTS AND/OR AMENDMENTS TO CONTRACTS AND AGREEMENTS EXCEEDING \$1 MILLION:

10. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC. FOR QUIETER HOME PROGRAM PHASE 13, GROUP 4, PROJECT NO. 381304 TWENTY-FOUR (24) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON TWENTY-TWO (22) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:

RECOMMENDATION: Adopt Resolution No. 2024-0022, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,146,400 for Phase 13, Group 4, Project No. 381304, of the San Diego County Regional Airport Authority's Quieter Home Program and making a finding that the project is exempt from the California Environmental Quality Act.

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL PROGRAM MANAGEMENT AND SUPPORT SERVICES AGREEMENT:

Angela Shafer-Payne, Vice President/Chief Development Officer provided a presentation on an On-Call Program Management and Support Services Agreement that included, Concept of Program Management; Inclusionary Approach, Staff Augmentation Examples; RFQ Evaluation Panel; Program Management Selection Process; RFQ Evaluation Criteria; and Why AECOM.

RECOMMENDATION: Adopt Resolution No. 2024-0023, approving and authorizing the President/CEO to negotiate and execute an On-Call Program Management and Support Services, Staffing Support, and Consulting Services Agreement with AECOM Technical Services, Inc., for a term of three (3) years, with the option for two (2) one-year extensions, in an amount not-to-exceed \$140,000,000.

ACTION: Moved by Board Member Sanchez and seconded by Board Member Montgomery Steppe to approve Staff's Recommendation. Motion carried by the following votes: YES - Benzian, Cabrera, Martinez, Montgomery Steppe, Perez, Sanchez, Sly, Vaus, von Wilpert, NO - None; ABSENT - None. (Weighted Vote Points: YES - 100; NO - 0; ABSENT - 0)

The Board recessed at 10:25 a.m. and reconvened at 10:27 a.m.

CLOSED SESSION: The Board recessed into Closed Session at 10:28 a.m. to hear Items 12 and 13.

12. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION:

Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9

Name of Case: *San Diego County Regional Airport Authority v. AQ US SW Holding Co., et al.*, San Diego Superior Court Case No. 37-2023-00032124-CU-BC-CTL

13. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: Number of potential Cases: 1

REPORT ON CLOSED SESSION: The Board adjourned out of Closed Session at 10:50 a.m. There was no reportable action.

GENERAL COUNSEL REPORT:

BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:

BOARD COMMENT:

ADJOURNMENT: The meeting was adjourned at 10:50 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 4th DAY OF APRIL 2024.

ATTEST:

SHAWNA MORALES
ASSISTANT AUTHORITY CLERK II,
BOARD SERVICES

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: April 4, 2024

Subject:

Acceptance of Board and Committee Members Written Reports on their Attendance at Approved Meetings and Pre-Approval of Attendance at Other Meetings Not Covered by the Current Resolution

Recommendation:

Accept the reports and pre-approve Board Member attendance at other meetings, trainings and events not covered by the current resolution.

Background/Justification:

Authority Policy 1.10 defines a “day of service” for Board Member compensation and outlines the requirements for Board Member attendance at meetings.

Pursuant to Authority Policy 1.10, Board Members are required to deliver to the Board a written report regarding their participation in meetings for which they are compensated. Their report is to be delivered at the next Board meeting following the specific meeting and/or training attended. The reports (Attachment A) were reviewed pursuant to Authority Policy 1.10 Section 5 (g), which defines a “day of service”. The reports were also reviewed pursuant to Board Resolution No. 2019-0074, which granted approval of Board Member representation for attending events and meetings.

The attached reports are being presented to comply with the requirements of Policy 1.10 and the Authority Act.

Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2024 Budget

Authority Strategies/Focus Areas:

This item supports one or more of the following (*select at least one under each area*):

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.
- C. NEPA: This Board action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

Tony R. Russell
Director, Board Services/Authority Clerk

Attachment A

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualifies for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2019-0074. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Board Services, Authority Clerk Staff.

Period Covered:		January 1, 2024 - January 31, 2024	
Board Member Name:		Monica Montgomery Steppe	
Date:		3/25/24	
Type of Meeting		Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		January 11, 2024 9:00AM 2417 McCain Road San Diego, CA 92101 SDRAA Board Room	SD Regional Airport Authority Board Meeting/ALUC Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074			
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074			
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074			
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074			
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074			

I certify that I was present for at least half of the time set for each meeting, event, and training listed herein.

Signature: Steppe Monica Montgomery
Digitally signed by Monica Montgomery Steppe
Date: 2024.03.25 19:30:19 -07'00'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualifies for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2019-0074. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Board Services, Authority Clerk Staff.

Period Covered: February 1, 2024 - February 29, 2024		
Board Member Name: Monica Montgomery Steppe		
Date: 3/25/24		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	February 1, 2024 9:00AM 2417 McCain Road San Diego, CA 92101 SDRAA Board Room	SD Regional Airport Authority Board Meeting/ALUC Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	February 5, 2024 9:00AM 2417 McCain Road San Diego, CA 92101 SDRAA Board Room	Audit Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

I certify that I was present for at least half of the time set for each meeting, event, and training listed herein.

Signature: Steppe Digitally signed by Monica Montgomery Steppe
Date: 2024.03.25 19:45:47 -07'00'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualifies for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2019-0074. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Board Services, Authority Clerk Staff.

Period Covered: March 1 2024 - March 25 2024		
Board Member Name: Monica Montgomery Steppe		
Date: 3/25/24		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	March 7, 2024 9:00AM 2417 McCain Road San Diego, CA 92101 SDRAA Board Room	SD Regional Airport Authority Board Meeting/ALUC Committee Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	March 25, 2024 9:00AM 2417 McCain Road San Diego, CA 92101 SDRAA Board Room	Special Audit Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

I certify that I was present for at least half of the time set for each meeting, event, and training listed herein.

Signature: Steppe Monica Montgomery
Digitally signed by Monica Montgomery Steppe
Date: 2024.03.25 19:57:49 -07'00'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualifies for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2019-0074. Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Board Services, Authority Clerk Staff.

Period Covered: March 2023		
Board Member Name: Steve Vaus		
Date: 3/25/2024		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	3/4/2024 SDRAA HQ	Briefing w/ Chief Auditor
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	3/6/2024 SDRAA HQ	Board orientation
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	3/7/2024 SDRAA HQ	Board/ALUC mtg
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	3/25/2024 SDRAA HQ	Special Audit Committee mtg
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

I certify that I was present for at least half of the time set for each meeting, event, and training listed herein.

Signature:  _____

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualifies for “day of service” compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2019-0074 Unless attending a meeting held pursuant to the Brown Act, attendance must be pre-approved by the Board prior to attendance and a written report delivered at the next Board meeting. After completing this Form, please forward it to Board Services, Authority Clerk Staff.

Period Covered:		
Board Member Name:		
Date:		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

I certify that I was present for at least half of the time set for each meeting, event, and training listed herein.

Signature: *Mari Weller*

Staff Report

Meeting Date: April 4, 2024

Subject:

Awarded Contracts Approved Change Orders from February 12, 2024, through March 10, 2024, and Real Property Agreements Granted and Accepted from February 12, 2024, through March 10, 2024

Recommendation:

Receive the report

Background/Justification:

Policy Section Nos. 5.01, Procurement of Services, Consulting, Materials, and Equipment, 5.02, Procurement of Contracts for Public Works, and 6.01, Leasing Policy, require staff to provide a list of contracts, change orders, and real property agreements that were awarded and approved by the President/CEO or her designee. Staff has compiled a list of all contracts, change orders (Attachment A) and real property agreements (Attachment B) that were awarded, granted, accepted, or approved by the President/CEO or her designee since the previous Board meeting.

Fiscal Impact:

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission.

Amount to vary depending upon the following factors:

1. Contracts issued on a multi-year basis; and
2. Contracts issued on a Not-to-Exceed basis.
3. General fiscal impact of lease agreements reflects market conditions.

The fiscal impact of each reported real property agreement is identified for consideration on Attachment B.

Authority Strategies/Focus Areas:

This item supports one or more of the following (*select at least one under each area*):

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.
- C. NEPA: This Board action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

Application of Inclusionary Policies:

Inclusionary Policy requirements were included during the solicitation process prior to the contract award.

Prepared by:

Jana Vargas
Director, Procurement

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 12, 2024 THROUGH MARCH 10, 2024

New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
2/15/2024		KV & Associates, LLC	The Contractor will provide merchandise for the spring break concessions marketing campaign at the San Diego International Airport.	Informal RFP	Marketing, Arts, & Air Service Development	\$15,022.54	3/1/2024
2/20/2024		Vertex Incorporated	The Contractor will provide payroll tax remote support for the San Diego County Regional Airport Authority.	Quote	Information & Technology Services	\$8,055.00	3/10/2025
2/21/2024		Corodata Records Management Inc	The Contractor will provide offsite records storage for the San Diego County Regional Airport Authority.	Informal RFP	Board Services	\$49,191.42	11/7/2026
2/22/2024		Royal Entertainers Inc.	The Contractor will provide event props for the San Diego County Regional Airport Authority.	Quote	Marketing, Arts, & Air Service Development	\$1,200.00	3/2/2024
2/22/2024		Kambrian Corporation	The Contractor will provide terminal display replacements at the San Diego International Airport.	Consortium RFP	Information & Technology Services	\$246,887.21	3/15/2024
2/28/2024		Reaction Marketing & Promotions Inc.	The Contractor will provide performing arts producer services for the San Diego County Regional Airport Authority.	RFP	Marketing, Arts, & Air Service Development	\$850,000.00	2/28/2027
2/28/2024		Westair Gases & Equipment, Inc	The Contractor is part of a pool of two (2) Contractors who will provide welding supplies and gases for the San Diego County Regional Airport Authority.	Informal RFP	Facilities Management	\$20,000.00	2/28/2027
2/28/2024		Airgas USA, LLC	The Contractor is part of a pool of two (2) Contractors who will provide welding supplies and gases for the San Diego County Regional Airport Authority.	Informal RFP	Facilities Management	\$20,000.00	2/28/2027
2/29/2024		Positive Promotions, Inc.	The Contractor will provide logo merchandise for the San Diego County Regional Airport Authority.	Quote	Human Resources	\$5,582.51	3/26/2024
2/29/2024		Suburban Propane	The Contractor will provide propane for the ARFF live fire drill training at the San Diego International Airport.	Quote	Airside & Terminal Operations	\$8,384.50	4/20/2024
3/6/2024		United States Department of Agriculture Wildlife Services	The Contractor will provide professional endangered species and endangered species habitat management and monitoring services for the California least tern at the San Diego International Airport.	Sole Source	Planning & Environmental Affairs	\$250,000.00	12/31/2027

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 12, 2024 THROUGH MARCH 10, 2024

New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
3/6/2024	381302	S&L Specialty Construction Inc.	This Contract was approved by the Board at the December 7, 2023 Board Meeting. The Contractor will provide sound attenuation improvements for certain residences around the San Diego International Airport.	RFB	QHP & Noise Mitigation	\$1,465,000.00	12/29/2024

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 12, 2024 THROUGH MARCH 10, 2024

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
2/13/2024		Dynamic Contracting Services, Inc.	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of four (4) Contractor's who provide on-call general construction services for the San Diego County Regional Airport Authority.	Facilities Management	\$4,000,000.00	\$0.00	0.0%	\$4,000,000.00	10/31/2024
2/13/2024		Evergreen Construction & Consulting Inc.	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of four (4) Contractor's who provide on-call general construction services for the San Diego County Regional Airport Authority.	Facilities Management	\$4,000,000.00	\$0.00	0.0%	\$4,000,000.00	10/31/2024
2/13/2024		Grahovac Construction Co., Inc.	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of four (4) Contractor's who provide on-call general construction services for the San Diego County Regional Airport Authority.	Facilities Management	\$4,000,000.00	\$0.00	0.0%	\$4,000,000.00	10/31/2024
2/13/2024		M.W. Vasquez Construction Company dba Vasquez Construction Company	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of four (4) Contractor's who provide on-call general construction services for the San Diego County Regional Airport Authority.	Facilities Management	\$4,000,000.00	\$0.00	0.0%	\$4,000,000.00	10/31/2024
2/15/2024		Baker Electric & Renewables LLC dba Baker Electric	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of five (5) Contractor's who provide on-call electrical services for the San Diego County Regional Airport Authority.	Facilities Management	\$5,000,000.00	\$0.00	0.0%	\$5,000,000.00	3/19/2025
2/15/2024		Chula Vista Electric Co.	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of five (5) Contractor's who provide on-call electrical services for the San Diego County Regional Airport Authority.	Facilities Management	\$5,000,000.00	\$0.00	0.0%	\$5,000,000.00	3/19/2025

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 12, 2024 THROUGH MARCH 10, 2024

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
2/15/2024		Morrow-Meadows Corporation	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of five (5) Contractor's who provide on-call electrical services for the San Diego County Regional Airport Authority.	Facilities Management	\$5,000,000.00	\$0.00	0.0%	\$5,000,000.00	3/19/2025
2/15/2024		Neal Electric Inc	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of five (5) Contractor's who provide on-call electrical services for the San Diego County Regional Airport Authority.	Facilities Management	\$5,000,000.00	\$0.00	0.0%	\$5,000,000.00	3/19/2025
2/19/2024		Saturn Electric, Inc.	The First Amendment removes the task authorization maximum project value limit. The Contractor is a part of a pool of five (5) Contractor's who provide on-call electrical services for the San Diego County Regional Airport Authority.	Facilities Management	\$5,000,000.00	\$0.00	0.0%	\$5,000,000.00	3/19/2025
2/27/2024		California Commercial Satellite, LLC dba ComSat AV	The First Amendment extends the Agreement term Ninety (90) days. The Contractor provides on-call shared tenant services at the San Diego International Airport.	Information & Technology Services	\$600,000.00	\$0.00	0.0%	\$600,000.00	6/1/2024
2/28/2024		Allegion Access Technologies, LLC	The First Amendment extends the Agreement term thirty (30) days. The Contractor provides automatic sliding door maintenance at the San Diego International Airport.	Facilities Management	\$250,000.00	\$0.00	0.0%	\$250,000.00	4/3/2024
2/29/2024		Hyas Group LLC	The First Amendment extends the Agreement term Ninety (90) days. The Contractor provides retirement plan investment advisor for the San Diego County Regional Airport Authority.	Human Resources	\$188,000.00	\$0.00	0.0%	\$188,000.00	6/29/2024

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 12, 2024 THROUGH MARCH 10, 2024

Amendments and Change Orders Approved by the Board

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
			NO AWARDED AMENDMENTS APPROVED BY THE BOARD						

Staff Report

Meeting Date: April 4, 2024

Subject:

April 2024 Legislative Report

Recommendation:

Adopt Resolution No. 2024-0024, approving the April 2024 Legislative Report.

Background/Justification:

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A). The April 2024 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. In directing staff, the Authority Board may take a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations and functions.

Federal Legislative Action

In Washington, legislation was enacted to extend the authorities of the Federal Aviation Administration (FAA) through May 10, 2024, allowing members of the Senate Commerce, Science, and Transportation Committee and House Transportation and Infrastructure Committee time to resolve differences between each chamber's proposed legislation through an informal conference. For example, the House bill, the Securing Growth and Robust Leadership in American Aviation Act (H.R.3935), passed the House without the inclusion of language related to additional slots at Ronald Reagan Washington National Airport (DCA), while the Senate Commerce-passed version of the bill, the FAA Reauthorization Act of 2024 (S.1939), included language allowing five additional slot pairs at DCA. In addition, the San Diego House Delegation recently sent a letter to House Transportation and Infrastructure Committee leaders urging the inclusion of additional slot pairs at DCA in the final legislation. The Authority's legislative team continues to review each chamber's FAA reauthorization legislation throughout the legislative process to determine potential impacts on the Authority's priorities, communicating those priorities to the San Diego Congressional Delegation as well as Congressional Committee leadership,

and continues to monitor for any new funding opportunities available to support the Authority's initiatives and operations.

Congress continues to work on an annual appropriations package for Fiscal Year 2024. In March, President Biden signed an appropriations package containing six bills, including the Transportation, Housing, and Urban Development bill, ahead of the March 8 funding deadline. The House and Senate Appropriations Committees continue to work on finalizing a second appropriations package containing the remaining six appropriations bills, including Homeland Security Appropriations, ahead of the March 22 funding deadline. Additionally, President Biden submitted the President's Budget Request (PBR) for Fiscal Year 2025 to Congress, outlining his proposed vision for federal agency funding and operations. The release of the PBR is seen as the official start of the appropriations process for Fiscal Year 2025, providing the foundation for the House and Senate Appropriations Committees to begin crafting appropriations bills. Airports, through national trade associations, have agreed on and advocated for a set of priorities and programmatic recommendations for the Fiscal Years 2024 and 2025.

The Authority's legislative team continues to actively monitor and analyze bills for potential impacts on the Authority and San Diego International Airport and does not recommend that the Board adopt any new positions on federal legislation at this time.

State Legislative Action

In Sacramento, the legislature continued to unveil new legislative proposals ahead of the one-week Spring Recess that began on March 21. Upon return, the Senate and Assembly continue to convene policy committees to review hundreds of measures ahead of the April 26 deadline to report to their corresponding fiscal committees. Given the significant state budget deficit, the legislature will increase its scrutiny of measures that require additional expenditures.

The Senate and Assembly continue to hold budget subcommittee hearings, reviewing specific areas of the budget, such as the transportation infrastructure package and multi-year climate investments. Notably, the Governor has endorsed a suite of early budget actions that reduce the projected deficit by \$17 billion ahead of the May Budget Revision (known as the "May Revise"). Among the various solutions is the use of \$12 billion from the state's Rainy Day Fund.

There will be more significant debate on closing the remaining deficit that is projected to be between \$9 and \$24 billion after adoption of the early budget actions. Legislative leadership and the Administration intend to re-evaluate additional reductions and delays in the May Revise following the April tax receipts.

The legislative team continues to review and analyze bills for potential impacts on the Authority and San Diego International Airport. As detailed in Attachment A, the Authority's legislative team recommends that the Board adopt a SUPPORT position on AB 3040 (Boerner).

Fiscal Impact:

Not applicable.

Authority Strategies/Focus Areas:

This item supports one or more of the following (*select at least one under each area*):

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.
- C. NEPA: This Board action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

Matt Harris
Director, Government Relations

RESOLUTION NO. 2024-0024

A RESOLUTION OF THE BOARD OF THE SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY,
APPROVING THE APRIL 2024 LEGISLATIVE REPORT

WHEREAS, the San Diego County Regional Airport Authority (“Authority”) operates San Diego International Airport and plans for necessary improvements to the regional air transportation system in San Diego County, including serving as the responsible agency for airport land use planning within the County; and

WHEREAS, the Authority has a responsibility to promote public policies consistent with the Authority’s mandates and objectives; and

WHEREAS, Authority staff works locally and coordinates with legislative advocates in Sacramento and Washington, D.C. to identify and pursue legislative opportunities in defense and support of initiatives and programs of interest to the Authority; and

WHEREAS, under the Authority’s Legislative Advocacy Program Policy, the Authority Board provides direction to Authority staff on pending legislation; and

WHEREAS, the Authority Board, in directing staff, may adopt positions on legislation that has been determined to have a potential impact on the Authority’s operations and functions.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the April 2024 Legislative Report (“Attachment A”); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a project that involves additional approvals or actions by the Federal Aviation Administration (“FAA”) and, therefore, no formal review under the National Environmental Policy Act (“NEPA”) is required.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of April 2024, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

SHAWNA MORALES
ASSISTANT AUTHORITY CLERK II

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

April 2024 Legislative Report

State Legislation

New Assembly Bills

AB 3040 (Boerner): Liability policies: lawsuits

Background/Summary

This bill proposes changes to the California Insurance Code. It codifies caselaw that specifies that, in addition to a lawsuit filed in a court of law, a “suit” or “lawsuit” as those terms are used in a liability insurance policy include an order, directive, mandate, requirement, or other regulatory enforcement action or agreement by any federal, state, or local agency with jurisdiction to enforce environmental laws or regulations requiring an insured party to take action with respect to contamination within the state. The bill would ensure this definition does not apply if its application is contrary to the intent of the parties to the policy.

Anticipated Impact/Discussion

This bill has the potential to expedite investigation and remediation of environmental contamination in an around the State, including San Diego Bay. The bill makes it easier for entities, like the Airport Authority, to access insurance coverage for an environmental liability before being triggered by litigation. California’s environmental and water quality regulatory agencies can and do provide regulatory orders and other directives requiring the investigation of contamination, development of plans for cleaning it up, and remediation – often involving administrative proceedings that are analogous to litigation in federal and state court. This provides a pathway to initiate insurance coverage to eliminate expensive wait times and initiate insurance coverage. Ensuring the maximum available funding for the prompt investigation and remediation of contaminated sites in California is a matter of environmental justice, as well as expediting legal processes that needlessly prolong resolution.

Status: 03/11/24 – Referred to Assembly Committees on Insurance and Judiciary

Position: Support (04/04/2024)

*Shaded text represents new or updated legislative information

Assembly Bills from Previous Report

Legislation/Topic

AB 2615 (McKinnor): Alcoholic beverages: on-sale privileges: airport terminals

Background/Summary

AB 2615 would authorize an airport operator to permit or prohibit the sale of alcoholic beverages for off-sale consumption by the holder of an on-sale license located in an airport terminal. The bill would authorize the on-sale licensee to sell alcoholic beverages for off-sale consumption in the airport terminal subject to specified requirements, including that the license permits on-sale consumption of the type of alcohol being sold for off-sale consumption. Additionally, the measure would require the licensee to notify the Department of Alcoholic Beverage Control (DABC) before selling any alcoholic beverages for off-sale consumption in the airport terminal. This bill would also authorize DABC to impose conditions on a licensee selling alcoholic beverages under these provisions.

Anticipated Impact/Discussion

This bill would provide the Airport Authority with flexibility to place health and safety restrictions on the off-sale consumption of alcoholic beverages within the airport terminal, including, but not limited to, defining the areas of the terminal within which off-sale consumption is permitted and requiring alcoholic beverages sold for off-sale consumption to be in closed or open containers. Authority staff have contributed to the development of the bill's text and the Authority's legislative team will work with the California Airports Council (CAC) to closely monitor the development of this bill language as it proceeds through the legislative process. This bill is a reintroduction of AB 929 (McKinnor) which failed to meet policy committee deadline for two-year bills, the bill language remains the same.

Status: 03/04/2024 – Referred to Assembly Governmental Organization Committee (pending a scheduled hearing)

Position: Support (03/07/2024)

*Shaded text represents new or updated legislative information

Legislation/Topic

AB 817 (Pacheco) Open meetings: teleconferencing: subsidiary body

Background/Summary

Current law authorizes state advisory boards, commissions, committees, and subcommittees or similar multimember advisory bodies to hold a meeting by teleconference without posting participants' physical location until January 1, 2026 [SB 544 (Laird) Stats. 2023, Chapter 216]. AB 817 would provide a narrow exemption under the Ralph M. Brown Act for non-decision-making legislative bodies currently governed by the Ralph M. Brown Act, such as advisory bodies and commissions, to participate in two-way virtual teleconferencing without posting the physical location of members. This would align equal access to civic participation with State advisory bodies.

Anticipated Impact/Discussion

AB 817 aligns with the Authority Board's adopted Culture Statement which highlights the importance of diversity within the organization. AB 817 aims to increase both civic engagement and diversity on boards and commissions by removing the in-person requirements for participation. While this measure would not be applicable to the full Authority Board (a decision-making body), AB 817 would apply to the non-decision-making bodies of the Authority Board including its committees, as well as the Authority's advisory committees, including the Airport Noise Advisory Committee (ANAC), which has seen declining engagement and attendance since post COVID-19 restrictions were lifted.

The California Airports Council (CAC) is a member of the local government support coalition. We intend to work closely with CAC and our local government partners as this measure proceeds through the legislative process.

Status: 01/25/2024 – Passed out of Senate Floor (Ayes 54. Noes 8.), ordered to Senate Rules Committee for committee assignment

Position: Support (01/16/2024)

*Shaded text represents new or updated legislative information

New Senate Bills

None

*Shaded text represents new or updated legislative information

Senate Bills from Previous Report

None

*Shaded text represents new or updated legislative information

Federal Legislation

New House Bills

None

*Shaded text represents new or updated legislative information

House Bills from Previous Report

Legislation/Topic

H.R. 458 (Cohen): The Transportation Security Administration (TSA) Second Screening Act

Background/Summary

The bill would require the Transportation Security Administration (TSA) to offer passengers a second screening using advanced imaging technology instead of a mandatory physical pat-down. It aims to limit physical interaction between agents and passengers to protect their privacy and screening preferences. It will additionally increase health and safety from diseases like COVID-19.

Anticipated Impact/Discussion

The San Diego International Airport prioritizes safety concerns and the privacy of their passengers. An option for additional screening instead of a pat-down would help passengers feel safer and prevent the spread of communicable diseases. It would also prevent passengers who may feel uncomfortable with being touched from undergoing an unnecessary physical search. However, security wait times could also be affected by the increased screenings.

Status: 02/08/2023 – Referred to the Subcommittee on Transportation and Maritime Security

Position: Watch (04/06/2023)

*Shaded text represents new or updated legislative information

New Senate Bills

None

*Shaded text represents new or updated legislative information

Senate Bills from Previous Report

Legislation/Topic

S.66 (Klobuchar): NOTAM Improvement Act

Background/Summary

The bill would require the Federal Aviation Administration (FAA) to establish a task force to strengthen the resiliency and cybersecurity of the Notice to Air Missions (NOTAM) system. The task force would include representatives from air carriers, airports, airline pilots, aircraft dispatchers, and FAA personnel unions, as well as aviation safety and cybersecurity experts. It is the companion legislation to H.R. 346 which was introduced by Rep. Stauber.

Anticipated Impact/Discussion

San Diego International Airport relies on the NOTAM system to receive updates about situations relating to weather, infrastructure, ground conditions or anything else that may affect the safety of flight. Modernizing NOTAM would ensure safer flight routes and help prevent mass system shutdowns or collisions. The task force would additionally assist with improving government oversight and cybersecurity.

Status: 12/13/2023 – Placed on Senate Legislative Calendar under General Orders

Position: Watch (04/06/2023)

*Shaded text represents new or updated legislative information

Legislation/Topic

S.1033 (Schatz): Natural Hazard Resilience for Airports Act

Background/Summary

This bill would ensure that airport projects pertaining to emergency preparedness and natural disasters will be able to receive financing from the Federal Aviation Administration's Airport Improvement Program (AIP). The legislation intends to help airports recover rapidly from storm damage by allowing them to use current Airport Improvement Program funds to prepare for and rebuild after severe weather events.

Anticipated Impact/Discussion

The San Diego International Airport is situated in a region susceptible to severe weather events and would benefit from the expansion of eligible uses of AIP funding. Ensuring that projects related to emergency preparedness and natural disasters would become eligible for AIP funding will benefit the Airport should SAN undertake additional projects to mitigate impacts and harm from severe weather and natural disasters.

Status: 03/29/2023 – Read twice and referred to the Commerce, Science, and Transportation Committee

Position: Support (05/04/2023)

*Shaded text represents new or updated legislative information

Legislation/Topic

S.1055 (Markey) / H.R. 3896 (Cohen): The Airport Infrastructure Resilience Act

Background/Summary

The bill would require the Secretary of Transportation to establish a pilot program to provide airports with funds to increase their climate resilience and ensure airports are prepared to respond to climate change, extreme weather events, and natural disasters.

Anticipated Impact/Discussion

The San Diego International Airport is situated in a location that could be subject to impacts of climate change, severe weather, and natural disasters. This bill would create funds for resilient aviation systems equipped to respond to climate impacts.

Status: 03/29/2023 – Read twice and referred to the Commerce, Science, and Transportation Committee

Position: Support (05/04/2023)

*Shaded text represents new or updated legislative information

Legislation/Topic

S.1058 (Reed): the Protection from Abusive Passengers Act

Background/Summary

This bill would have the TSA create and manage a program to prevent abusive passengers from flying on commercial aircraft. The passengers added to banned fliers list will consist of people who have been convicted of or have received civil penalties for threatening or physical or sexually assaulting aircraft crew members, Federal airport employees and air carrier employees. The bill would provide TSA with flexibility in determining the length of a ban based on the offense and would enable airlines to share data on passengers added to the banned fliers list. The bill is the companion legislation to H.R.2394 sponsored by Rep. Swalwell.

Anticipated Impact/Discussion

The San Diego International Airport would benefit from a nationwide no-fly list to ensure the safety of airport employees and the safety of the airport's environment. If passed, the bill would impact passengers previously convicted or fined for airplane travel incidents and ban them from commercial air travel in the United States.

Status: 03/29/2023 – Read twice and referred to the Commerce, Science, and Transportation Committee

Position: Support (05/04/2023)

*Shaded text represents new or updated legislative information

Legislation/Topic

S.1154 (Peters): Promoting Women in Aviation Act

Background/Summary

This bill would make the Women in Aviation Advisory Board, which was formed in the 2018 FAA Reauthorization bill, a permanent body in the Federal Aviation Administration. In March 2022, the advisory board formed and released a report with recommendations for the FAA, aviation industry, and Congress on how to encourage more women to pursue careers in aviation and remain in the sector but was unable to follow up on the recommendation laid out in the report. Thus, the bill will allow the Board to follow up recommendations.

Anticipated Impact/Discussion

The San Diego International Airport supports the efforts to improve recruitment, retention, and advancement of women across the aviation industry. The work of the Women in Aviation Advisory Board to follow up on its recommendations will support and strengthen the aviation workforce and promote the growth of women in the aviation industry.

Status: 03/30/2023 – Read twice and referred to the Commerce, Science, and Transportation Committee

Position: Support (05/04/2023)

*Shaded text represents new or updated legislative information

Legislation/Topic

S.1433 (Lummis): Airports PFAS Liability Protection Act

Background/Summary

This bill would exempt airports from liability under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980 for the release of certain per- and polyfluoroalkyl substances (PFAS) substances. The Environmental Protection Agency (EPA) has designated PFAS as hazardous materials and substances under CERCLA, which would open airports, which were required by federal law to use PFAS-contaminated firefighting foam at airports, to CERCLA liability by the EPA or third parties. Thus, the bill will allow airports to have CERCLA liability protection.

Anticipated Impact/Discussion

The San Diego International Airport supports efforts of the aviation industry to transition away from the use of fluorine firefighting foam containing PFAS, as regulated under federal law. The designation of PFAS as hazardous materials under CERCLA could subject the airport to liability claims. The legislation would protect the airport from CERCLA liability claims and recognize that the use of PFAS at airports was due to the airport's compliance with federal fire suppression regulations.

Status: 05/03/2023 – Read twice and referred to the Environment and Public Works Committee

Position: Support (06/01/2023)

*Shaded text represents new or updated legislative information

Staff Report

Meeting Date: April 4, 2024

Subject:

Award a Contract to Plante & Moran, PLLC for External Audit Services

Recommendation:

Adopt Resolution No. 2024-0025, awarding a contract to Plante & Moran, PLLC for external audit services for a total amount not to exceed One Million Two Hundred Thousand Dollars (\$1,200,000) for a three-year term with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the Authority's President/CEO.

Background/Justification:

Pursuant to Public Utilities Code §170018 and the Charter of the Audit Committee, the Audit Committee is responsible for recommending to the Authority Board its nomination for an external auditor and the compensation of that auditor.

In order to replace the existing contract for Financial Audit Services which will expire on May 5, 2024, a solicitation and detailed evaluation of submittals has been conducted and is outlined below.

The Authority issued a Request for Proposals (RFP) for Financial Audit Services on January 25, 2024. Notice of the solicitation was advertised in the *San Diego Daily Transcript* and on the Authority's Website. Eighty-nine (89) vendors were notified of the opportunity and twenty-three (23) firms viewed the opportunity. The Authority received seven (7) proposals on February 22, 2024, from the following candidates:

- 1) Crowe, LLP
- 2) Eide Bailly, LLP
- 3) Macias, Gini & O'Connell, LLP
- 4) Moss Adams, LLP
- 5) Plante & Moran, PLLC
- 6) Sotomayor & Associates, LLP
- 7) The Pun Group, LLP

The Evaluation Panel consisted of staff from the Accounting and Finance Departments. In addition, the Chief Auditor served as a non-voting advisor. The panel found the seven proposals to be responsive. On February 28, 2024, the evaluation panel met to evaluate the proposals received.

Evaluation criteria utilized in selection of short-listed respondents included:

- Organizational Experience and Expertise;
- Primary Staff Capabilities;
- Work Plan and Technical Approach;
- Proposed Fees/Cost to Authority;
- Small Business Preference;
- Veteran Owned Small Business; and
- Local Business.

The evaluation panel's shortlisted rankings of the proposals are presented below:

Shortlist Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
Crowe LLP	2	2	4	1	9	2
Eide Bailly LLP	6	5	5	5	21	5
Macias Gini & O-Connell LLP	4	4	3	4	15	4
Moss Adams LLP	3	3	2	3	11	3
Plante & Moran PLLC	1	1	1	2	5	1
Sotomayor & Associates LLP	5	6	6	6	23	6
The Pun Group LLP	6	7	7	6	26	7

Combined Shortlist Scores	SB	Local	Vet.	Proposed Fees	Organization Experience and Expertise	Primary Staff Capabilities	Work Plan and Technical Approach	Total
Crowe LLP	0	0	0	800	960	850	850	3460
Eide Bailly LLP	0	0	0	720	720	650	600	2690
Macias Gini & O-Connell LLP	0	0	0	720	900	750	700	3070
Moss Adams LLP	0	0	0	720	1050	775	800	3345
Plante & Moran PLLC	0	0	0	640	1140	900	900	3580
Sotomayor & Associates LLP	120	0	0	720	270	425	425	1960
The Pun Group LLP	0	0	0	720	300	375	425	1820

The proposal evaluations resulted in the three highest ranking firms being invited to interview. The top three candidates were:

- 1) Crowe, LLP
- 2) Moss Adams, LLP
- 3) Plante & Moran, PLLC

In person interviews were held on March 12, 2024. The Respondents were asked to address a specific list of topics as part of their presentation to the panel during their interview. The Respondents were also asked to respond to a specific list of questions, prepared by the evaluation panel, which targeted the evaluation criteria presented in the solicitation. The panelist's rankings of the respondents are presented below:

Meeting Date: April 4, 2024

Final Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
Crowe LLP	2	2	2	2	8	2
Moss Adams LLP	3	3	3	3	12	3
Plante & Moran PLLC	1	1	1	1	4	1

Combined Final Scores	SB	Local	Vet.	Proposed Fees	Organization Experience and Expertise	Primary Staff Capabilities	Work Plan and Technical Approach	Total
Crowe LLP	0	0	0	1000	510	1050	1020	3580
Moss Adams LLP	0	0	0	900	375	720	750	2745
Plante & Moran PLLC	0	0	0	800	570	1170	1140	3680

On March 25, 2024, staff presented to the Audit Committee the recommendation to enter into an agreement with Plante & Moran, PLLC for Financial Audit Services. The Audit Committee concurs with staff and is forwarding this recommendation to the Board.

Additional information about Plante & Moran, PLLC in support of this recommendation:

- Plante & Moran is the 15th largest CPA firm in the U.S. with more than 380 partners and principals across 23 domestic and international offices, serving clients in all 50 states and 150 countries.
- Plante & Moran has national expertise in serving airports, having provided audit services to than 40 airports.
- Plante & Moran presented a highly skilled professional staff on multiple levels with airport, capital improvement, passenger facility charges and consolidated rental car experience.
- Plante & Moran has extensive single audit experience and is one of the top auditors of Airport Improvement Program expenditures.
- Plante & Moran demonstrated their strong commitment to being airport industry experts with their national governmental airport practice, in which they have developed a team who work to focus on and address issues specific to airports.
- Plante & Moran’s national airport team members are active in airport industry associations and public sector organizations and regularly serve as guest speakers and subject matter experts on important technical issues.
- Plante & Moran provides continuing education programs that they offer to the Airport Authority professional staff. They conduct an annual Auditing 101 webinar to address new technical pronouncements and provide their clients with tools that aid with GASB implementations.
- Plante & Moran’s large pool of airport experienced professionals at all levels will provide the Authority the opportunity to rotate staff every few years.
- Plante & Moran will provide the Authority access to top audit professionals and information resources available nationally at a competitive contract price.

Fiscal Impact:

Adequate funding for the contract with Plante & Moran, PLLC to provide the Authority's financial audit services is included in the proposed FY 2025 Budget and FY 2026 Conceptual Budget within the Services-Auditing line item. Expenses that will impact budget years not yet adopted by the Board will be included in future year budget requests.

Authority Strategies/Focus Areas:

This item supports one or more of the following:

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

- A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.
- C. NEPA: This Board action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

Application of Inclusionary Policies:

The Authority has the following inclusionary programs and policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12. These programs and policies are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs and policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore, at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts and when selection is based on a scoring matrix the resulting points shall be added to the total points, provided that it does not exceed the total allowable preference.

In accordance with Policy 5.12, the recommended firm Plante & Moran, PLLC did not receive small business, local business, and service disabled/veteran owned small business preference.

Prepared by:

Elizabeth Stewart
Director, Accounting

RESOLUTION NO. 2024-0025

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING A CONTRACT TO PLANTE & MORAN, PLLC, FOR EXTERNAL AUDIT SERVICES FOR A TOTAL AMOUNT NOT TO EXCEED ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) FOR A THREE-YEAR TERM WITH AN OPTION FOR TWO (2) ONE-YEAR EXTENSIONS, WHICH MAY BE EXERCISED AT THE SOLE DISCRETION OF THE AUTHORITY'S PRESIDENT/CEO.

WHEREAS, pursuant to Public Utilities Code §170018 and the Charter of the Audit Committee, the Audit Committee is responsible for recommending to the Authority Board its nomination for an external auditor and the compensation of that auditor; and

WHEREAS, the existing contract for Financial Audit Services will expire on May 5, 2024; and

WHEREAS, notice of the external auditor opportunity was advertised in the *San Diego Daily Transcript* on January 25, 2024, and on the Authority's Website; and

WHEREAS, Twenty-three (23) firms downloaded the opportunity, and seven (7) proposals were received on February 22, 2024, including from the firm Plant & Moran, PLLC; and

WHEREAS, the Authority evaluation panel ("Panel") was comprised of representatives from the Accounting and Finance Departments, and the Chief Auditor as a non-voting advisor; and

WHEREAS, the Panel convened to review the 7 written proposals, to determine the Panel's highest scoring firms, and to invite 3 firms for interviews; and

WHEREAS, the RFP evaluation criteria utilized in the selection process were Organizational Experience and Expertise, Primary Staff Capabilities, Work Plan and Technical Approach, Proposed Fees/Cost to Authority, Small Business Preference, Veteran Owned Small Business; and Local Business; and

WHEREAS, on March 12, 2024, interviews were conducted, and 3 firms were evaluated by specific scoring criteria and, following deliberation, the Panel determined that Plant & Moran, PLLC was the best qualified firm to provide financial audit services; and

WHEREAS, on March 25, 2024, the Audit Committee examined and duly considered staff's selection process and recommendation of an audit firm, and thereby recommended Plant & Moran, PLLC, to the Board as the external auditor.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts Resolution No 2024-0025, awarding a contract to Plant & Moran, PLLC, for external audit services for a total amount not to exceed \$1,200,000 for a three-year term with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the Authority's President/CEO: and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to take all necessary actions to finalize and execute the external audit services contract; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of April 2024, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

SHAWNA MORALES
ASSISTANT AUTHORITY CLERK II

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: April 4, 2024

Subject:

Approve and Authorize the President/CEO to Execute a 2nd Amendment to the Agreement with Go1 USA LLC for a Content Library for Learning Management Services

Recommendation:

Adopt Resolution No. 2024-0026, approving and authorizing the President/CEO to execute a 2nd Amendment to the Agreement with Go1 USA LLC for a Content Library for Learning Management Services, extending the term for 180 days to October 3, 2024, and increasing the amount payable by \$24,998.50 for a maximum amount payable of \$124,495.50 over the term of the agreement.

Background/Justification:

The Authority and Go1 USA LLC (Go1) are parties to an agreement for a Content Library for Learning Management Services ("Agreement"). The initial term of the Agreement was one year. The term began on April 4, 2022, and expired on April 3, 2023, and the total not-to-exceed compensation amount was \$49,500.

In December of 2022, a 1st Amendment to the Agreement was executed to extend the term by one year, resulting in an expiration date of expiring April 3, 2024, and to increase the total maximum amount payable by \$49,997 resulting in a not-to-exceed compensation amount of \$99,497.

Authority staff seeks to extend the term of the Agreement with Go1 for an additional 180-days to expire October 3, 2024, and increase the amount payable by \$24,998.50 for a maximum amount payable of \$124,495.50 over the term of the Agreement. Under the existing Agreement, Go1 provides a Content Library for Learning Management Services that supports the Authority's LMS/SAN University platform.

This additional 180-day extension will allow the Human Resources department to continue providing learning content services to Authority staff while working with Procurement to source a new service provider. By not extending the current Agreement to allow enough time to source a new provider, the current training content in SAN University, over 1,000 courses, will not be available, which would prevent current and future staff from accessing training plans, until a new agreement is in place.

Staff requests the Board approve and authorize the President/CEO to execute a 2nd Amendment to the Agreement with Go1 extending the term through October 3, 2024, and increasing the not-to-exceed compensation amount by \$24,998.50.

Fiscal Impact:

Adequate funding for this Agreement extension with Go1 is included in the adopted FY 2024 and conceptually approved FY 2025 Operating Expenses Budgets within the Services-Professional line item.

Authority Strategies/Focus Areas:

This item supports one or more of the following (*select at least one under each area*):

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

A. CEQA: This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act ("CEQA"), as amended. 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA. Cal. Pub. Res. Code §21065.

B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Cal. Pub. Res. Code §30106.

C. NEPA: This Board action is not a project that involves additional approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, no formal review under the National Environmental Policy Act ("NEPA") is required.

Application of Inclusionary Policies:

Not applicable.

Prepared by:

Monty Bell
Director, Human Resources

RESOLUTION NO. 2024-0026

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A 2nd AMENDMENT TO THE AGREEMENT WITH GO1 USA LLC FOR A CONTENT LIBRARY FOR LEARNING MANAGEMENT SERVICES, EXTENDING THE TERM FOR 180-DAYS TO OCTOBER 3, 2024, AND INCREASING THE MAXIMUM AMOUNT PAYABLE BY \$24,998.50 FOR A MAXIMUM AMOUNT PAYABLE OF \$124,495.50 OVER THE TERM OF THE AGREEMENT.

WHEREAS, the Authority and Go1 USA LLC (Go1) are parties to an agreement for a Content Library for Learning Management Services ("Agreement"); and

WHEREAS, the initial term of the Agreement was one year. The term began on April 4, 2022 and expired on April 3, 2023; and

WHEREAS, the total not-to-exceed compensation amount under the Agreement was \$49,500; and

WHEREAS, in December of 2022 a 1st Amendment was executed to extend the term for one year, resulting in a termination date of April 3, 2024, and to increase the amount payable by \$49,997 resulting in a total maximum amount of \$99,497; and

WHEREAS, Authority staff seeks authorization to extend the term of the Agreement for an additional 180-days to expire October 3, 2024 and increase the amount payable by \$24,998.50 for a maximum amount payable of \$124,495.50 over the term of the Agreement; and

WHEREAS, the extension will allow for the Human Resources department to continue to provide learning content services to Authority staff while working with Procurement to source a new service provider; and

WHEREAS, the Authority Board finds it is in the best interest of the Authority to extend the term of the Agreement and increase the compensation amount so that the current training content in SAN University, over 1,000 courses, may continue to be available to Authority staff.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a 2nd amendment to the Agreement with Go1 USA LLC for Content Library for Learning Management Services, extending the term for 180-days to expire no later than October 3, 2024, and increasing the compensation amount by \$24,998.50 resulting in a maximum not-to-exceed compensation amount of \$124,495.50 over the term of the Agreement; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolutions; and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “project” as defined by the California Environmental Quality Act (“CEQA”) (California Public Resources Code §21065); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a “development” as defined by the California Coastal Act (California Public Resources Code §30106); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a project that involves additional approvals or actions by the Federal Aviation Administration (“FAA”) and, therefore, no formal review under the National Environmental Policy Act (“NEPA”) is required.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of April 2024, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

SHAWNA MORALES
ASSISTANT AUTHORITY CLERK II

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: April 4, 2024

Subject:

Award a Contract to S&L Specialty Construction, Inc. for Quieter Home Program Phase 13, Group 5, Project No. 381305 Thirty-Six (36) Non-Historic Single-Family and Multi-Family Units on Eighteen (18) Residential Properties Located East and West of the San Diego International Airport

Recommendation:

Adopt Resolution No. 2024-0027, awarding a contract to S&L Specialty Construction, Inc. in the amount of \$1,325,600 for Phase 13, Group 5, Project No. 381305, of the San Diego County Regional Airport Authority's Quieter Home Program and making a finding that the project is exempt from the California Environmental Quality Act.

Background/Justification:

The San Diego County Regional Airport Authority's ("Authority") Quieter Home Program ("Program") provides sound attenuation treatments to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 13, Group 5, Project No. 381305 includes the installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to Thirty-Six (36) non-historic single-family and multi-family units on Eighteen (18) residential properties located east and west of the Airport (refer to Attachment A).

To date, the Program has completed 5,642 residences, of which 1,254 are historic and 4,388 are non-historic. 3,701 residences are located west of SDIA and 1,941 are located east of SDIA.

Project No. 381305 was advertised on January 31, 2024, and bids were opened on March 1, 2024. The following bid was received (refer to Attachment B):

Company	Total Bid
S&L Specialty Construction, Inc.	\$1,325,600

Meeting Date: April 4, 2024

Engineer's Estimate: \$1,216,964.38

The low bid of \$1,325,600 is considered responsive and S&L Specialty Construction, Inc. is considered responsible. Award to S&L Specialty Construction, Inc. is, therefore, recommended in the amount of \$1,325,600.

Fiscal Impact:

Adequate funds for the contract with S&L Specialty Construction, Inc. are included in the adopted FY 2024 and conceptual FY 2025 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

Authority Strategies/Focus Areas:

This item supports one or more of the following (*select at least one under each area*):

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

- Advance the Airport Development Plan Transform the Customer Journey Optimize Ongoing Business

Environmental Review:

A. CEQA: This Board action is a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."

- B. California Coastal Act Review: This Board action is a “development” as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. This project under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – “Improvements to Single-Family Residences.” The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – “Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits.”
- C. NEPA: This Board action is a project that involves approvals or actions by the Federal Aviation Administration (“FAA”) and, therefore, also requires review under the National Environmental Policy Act (“NEPA”) for its potential environmental impacts. The FAA issued a Categorical Exclusion under NEPA on March 22, 2021, for these Quieter Home Program projects.

Application of Inclusionary Policies:

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, and Policy 5.12. These programs/policy are intended to promote the inclusion of small, local, service disabled/veteran owned small businesses, historically underrepresented businesses, and other business enterprises, on all contracts. Only one of the programs/policy named above can be used in any single contracting opportunity.

The Authority’s DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally-funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policy 5.12. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

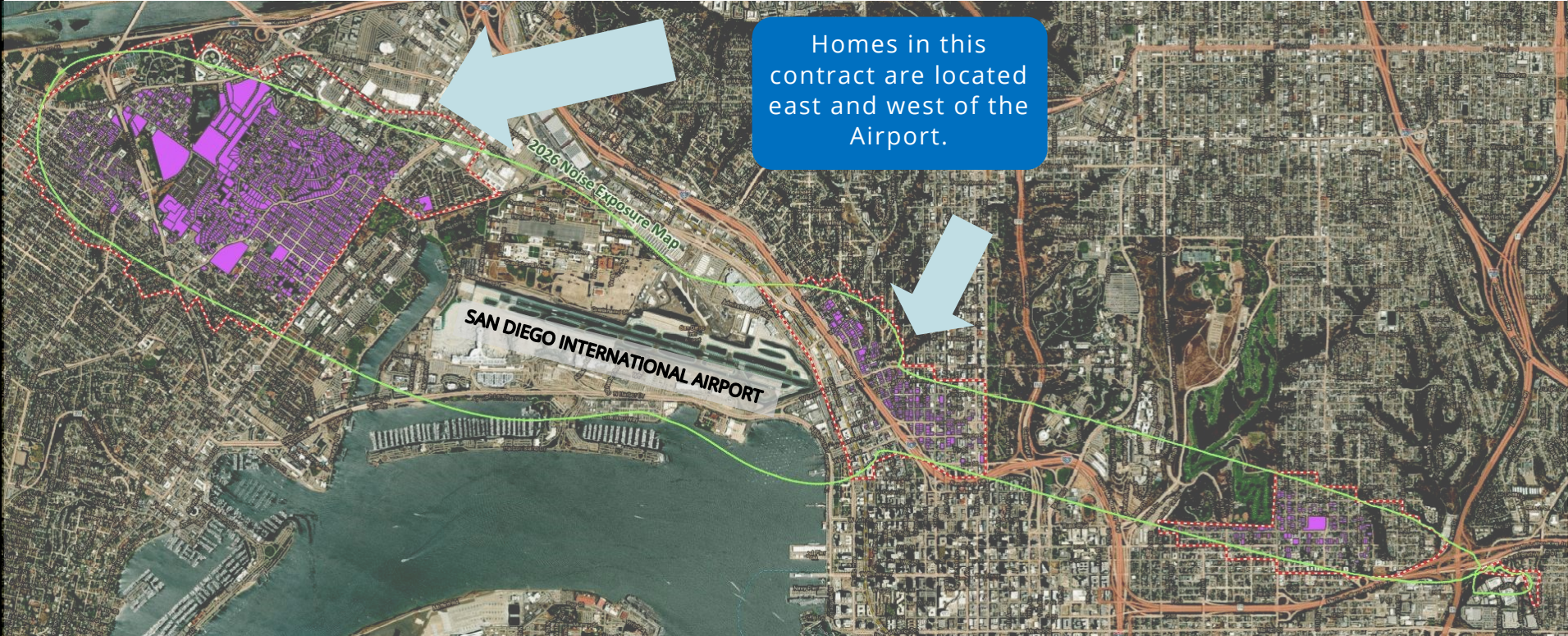
This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. S&L Specialty Construction, Inc. proposed 3.8% DBE participation on QHP Phase 13, Group 5.

Prepared by:




Sjohnna Knack
Director, Airport Planning & Environmental Affairs

ATTACHMENT A

TITLE: QUIETER HOME PROGRAM
PROJECT NO. 381305



LEGEND

-  Completed Parcels
-  SDIA 2026 65 CNEL Noise Contour
-  2026 Eligibility 65dB Boundary

TABULATION OF BIDS

TITLE: QUIETER HOME PROGRAM PROJECT NO. 381305
BIDS OPENED: March 1, 2024 at 2:00 p.m.
ENGINEER'S ESTIMATE: \$1,216,964.38

CONTRACTOR:				Engineer's Estimate				S&L Specialty Construction, Inc.						
ADDRESS:								315 S. Franklin Street, Syracuse, NY 13202						
GUARANTEE OF GOOD FAITH:								Liberty Mutual Insurance Company						
Res No.	Bid Item Number - Name/Address		Dwelling Units	Unit of Measure	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)		
381305.01	GUZMAN	4718 LONG BRANCH AVENUE	1	Lump Sum	\$24,793.29	\$12,574.74	\$3,819.67	\$41,187.70	\$31,000.00	\$9,000.00	\$4,000.00	\$44,000.00		
381305.01	GUZMAN	4720 LONG BRANCH AVENUE	1	Lump Sum	\$36,349.84	\$13,748.21	\$3,181.30	\$53,279.35	\$43,000.00	\$9,000.00	\$4,000.00	\$56,000.00		
381305.03	BURDA / LANCASTER	3220 MADRID STREET	1	Lump Sum	\$68,326.29	\$0.00	\$0.00	\$68,326.29	\$66,000.00	\$0.00	\$0.00	\$66,000.00		
381305.04	ROSSI	2960 UNION STREET UNIT 01	1	Lump Sum	\$25,988.83	\$14,063.53	\$5,203.38	\$45,255.74	\$40,000.00	\$9,000.00	\$4,000.00	\$53,000.00		
381305.05	VALOIS	2960 UNION STREET UNIT 02	1	Lump Sum	\$27,107.24	\$14,193.73	\$5,189.35	\$46,490.31	\$44,000.00	\$9,000.00	\$4,000.00	\$57,000.00		
381305.06	REDDY	2960 UNION STREET UNIT 04	1	Lump Sum	\$19,225.89	\$14,195.27	\$4,619.38	\$38,040.54	\$45,000.00	\$9,000.00	\$4,000.00	\$58,000.00		
381305.08	WEAVER	2960 UNION STREET UNIT 102	1	Lump Sum	\$42,246.25	\$20,894.88	\$7,567.43	\$70,708.56	\$52,000.00	\$9,000.00	\$5,000.00	\$66,000.00		
381305.10	KIEFABER	2960 UNION STREET UNIT 105	1	Lump Sum	\$33,205.16	\$21,581.44	\$7,567.43	\$62,354.03	\$38,000.00	\$11,000.00	\$0.00	\$49,000.00		
381305.11	BOYLE	2960 UNION STREET UNIT 106	1	Lump Sum	\$37,718.62	\$17,191.10	\$8,163.71	\$63,073.42	\$49,000.00	\$10,000.00	\$5,000.00	\$64,000.00		
381305.12	LYNN	2960 UNION STREET UNIT 201	1	Lump Sum	\$30,671.02	\$0.00	\$0.00	\$30,671.02	\$30,000.00	\$0.00	\$0.00	\$30,000.00		
381305.14	SMITH	2960 UNION STREET UNIT 203	1	Lump Sum	\$31,398.47	\$15,081.48	\$8,584.61	\$55,064.56	\$52,000.00	\$10,000.00	\$5,000.00	\$67,000.00		
381305.15	NAJDAHADI	2960 UNION STREET UNIT 204	1	Lump Sum	\$31,116.75	\$14,888.71	\$8,584.61	\$54,590.07	\$52,000.00	\$10,000.00	\$5,000.00	\$67,000.00		
381305.18	KNOX	2960 UNION STREET UNIT 301	1	Lump Sum	\$34,495.66	\$0.00	\$0.00	\$34,495.66	\$34,000.00	\$0.00	\$0.00	\$34,000.00		
381305.19	HANDFELT	2960 UNION STREET UNIT 302	1	Lump Sum	\$33,754.65	\$0.00	\$0.00	\$33,754.65	\$35,000.00	\$0.00	\$0.00	\$35,000.00		
381305.21	CHIN	2960 UNION STREET UNIT 103	1	Lump Sum	\$24,021.56	\$0.00	\$0.00	\$24,021.56	\$37,000.00	\$0.00	\$0.00	\$37,000.00		
381305.23	SHAPIRO	2960 UNION STREET UNIT 303	1	Lump Sum	\$31,218.24	\$388.27	\$245.08	\$31,851.59	\$52,000.00	\$10,000.00	\$5,000.00	\$67,000.00		
381305.24	SCHULTHEIS	2960 UNION STREET UNIT 304	1	Lump Sum	\$24,025.22	\$0.00	\$0.00	\$24,025.22	\$37,000.00	\$0.00	\$0.00	\$37,000.00		
381305.25	LOAIZA	2960 UNION STREET UNIT 305	1	Lump Sum	\$33,999.11	\$529.58	\$216.06	\$34,744.75	\$52,000.00	\$11,000.00	\$5,000.00	\$68,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 201	1	Lump Sum	\$36,658.74	\$0.00	\$0.00	\$36,658.74	\$44,000.00	\$0.00	\$0.00	\$44,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 202	1	Lump Sum	\$30,291.21	\$0.00	\$0.00	\$30,291.21	\$24,000.00	\$0.00	\$0.00	\$24,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 203	1	Lump Sum	\$12,616.68	\$0.00	\$0.00	\$12,616.68	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 204	1	Lump Sum	\$8,490.96	\$0.00	\$0.00	\$8,490.96	\$10,000.00	\$0.00	\$0.00	\$10,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 205	1	Lump Sum	\$28,948.05	\$0.00	\$0.00	\$28,948.05	\$18,000.00	\$0.00	\$0.00	\$18,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 206	1	Lump Sum	\$9,694.33	\$0.00	\$0.00	\$9,694.33	\$12,000.00	\$0.00	\$0.00	\$12,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 301	1	Lump Sum	\$37,473.88	\$0.00	\$0.00	\$37,473.88	\$37,000.00	\$0.00	\$0.00	\$37,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 302	1	Lump Sum	\$29,072.09	\$0.00	\$0.00	\$29,072.09	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 303	1	Lump Sum	\$13,208.04	\$0.00	\$0.00	\$13,208.04	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 304	1	Lump Sum	\$8,762.38	\$0.00	\$0.00	\$8,762.38	\$6,000.00	\$0.00	\$0.00	\$6,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 305	1	Lump Sum	\$29,855.84	\$0.00	\$0.00	\$29,855.84	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 306	1	Lump Sum	\$10,179.66	\$0.00	\$0.00	\$10,179.66	\$6,000.00	\$0.00	\$0.00	\$6,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 401	1	Lump Sum	\$37,123.85	\$0.00	\$0.00	\$37,123.85	\$43,000.00	\$0.00	\$0.00	\$43,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 402	1	Lump Sum	\$29,072.09	\$0.00	\$0.00	\$29,072.09	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 403	1	Lump Sum	\$13,208.04	\$0.00	\$0.00	\$13,208.04	\$17,000.00	\$0.00	\$0.00	\$17,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 404	1	Lump Sum	\$8,762.38	\$0.00	\$0.00	\$8,762.38	\$6,000.00	\$0.00	\$0.00	\$6,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 405	1	Lump Sum	\$29,855.84	\$0.00	\$0.00	\$29,855.84	\$20,000.00	\$0.00	\$0.00	\$20,000.00		
381305.27	LA PRIMA, LLC	140 WEST KALMIA STREET UNIT 406	1	Lump Sum	\$10,155.33	\$0.00	\$0.00	\$10,155.33	\$6,000.00	\$0.00	\$0.00	\$6,000.00		
								Subtotal	\$1,195,364.38			Subtotal	\$1,304,000.00	
									Probable Cost for Permits:	\$21,600.00			Probable Cost for Permits:	\$21,600.00
									TOTAL	\$1,216,964.38			TOTAL BID	\$1,325,600.00

RESOLUTION NO. 2024-0027

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC., IN THE AMOUNT OF \$1,325,600 FOR PHASE 13, GROUP 5, PROJECT NO. 381305, OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY'S QUIETER HOME PROGRAM AND MAKING A FINDING THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

WHEREAS, the San Diego County Regional Airport Authority ("Authority") has established a residential sound insulation program, known as the Quieter Home Program ("Program"), to reduce aircraft noise levels in the homes of residents living within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("Airport"); and

WHEREAS, Phase 13, Group 5, of the Program will include the installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 13, Group 5, of the Program provides sound attenuation to thirty-six (36) non-historic single-family and multi-family units on eighteen (18) residential properties located east and west of the San Diego International Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 13, Group 5, on January 31, 2024; and

WHEREAS, on March 1, 2024, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder, S&L Specialty Construction, Inc., submitted a bid of \$1,325,600 and the Authority's staff has duly considered the bid and has determined that S&L Specialty Construction, Inc. is responsible, and its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board (“Board”) believes that it is in the best interest of the Authority and the public that it serves to award S&L Specialty Construction, Inc., the lowest bidder, the contract for Phase 13, Group 5, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to S&L Specialty Construction, Inc., in the amount of \$1,325,600 for Phase 13, Group 5, Project No. 381305, of the San Diego County Regional Airport Authority’s Quieter Home Program; and

BE IT FURTHER RESOLVED that the Authority’s President/CEO or designee is hereby authorized to execute and deliver such contract to S&L Specialty Construction, Inc.; and

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing; and

BE IT FURTHER RESOLVED that the Board finds that this is a “project” as defined by the California Environmental Quality Act (“CEQA”), Cal. Pub. Res. Code §21065, and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), “Existing Facilities”; and

BE IT FURTHER RESOLVED that the Board finds that this action is a “development” as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. This project under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – “Improvements to Single-Family Residences.” The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – “Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits”; and

BE IT FURTHER RESOLVED that the Board finds that this action is a project that involves approvals or actions by the Federal Aviation Administration ("FAA") and, therefore, also requires review under the National Environmental Policy Act ("NEPA") for its potential environmental impacts. The FAA issued a Categorical Exclusion under NEPA on March 22, 2021, for these Quieter Home Program projects.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of April 2024, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

SHAWNA MORALES
ASSISTANT AUTHORITY CLERK II

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Board Communication

Date: April 4, 2024
To: Board Members
From: Tony R. Russell, Director, Board Services/ Authority Clerk
Subject: Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority

Authority Policy 3.30 (3)(b) and (4) require that travel and business expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved or pre-approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policy 3.30.

OUT OF TOWN TRAVEL REQUESTS

Gil Cabrera

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of [Policy 3.30](#).
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Gil Cabrera Department: Board Services/2
Position: Board Member President/CEO General Counsel Chief Auditor
 All Other Authority Employees

DATE OF REQUEST: 3/13/24 DATE OF DEPARTURE/RETURN: 9/30/24 / 10/04/24

DESTINATION / BUSINESS PURPOSE:

Destination: Singapore Business Purpose: SD World Trade Center Annual Trade Mission

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ <u>7,000.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>200.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>2,000.00</u>
C. Meals and Incidental Expenses (Per Diem)	\$ <u>960.00</u>
D. Seminar and Conference Fees	\$ <u>3,600.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>13,760.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:


- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: Mar 13, 2024

CERTIFICATION BY ADMINISTRATOR (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature:  Date: Mar 15, 2024

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, certify that this document was approved
(Name of Clerk)
by the Executive Committee at its _____ meeting.
(Meeting Date)



**Foreign Per Diem Rates In U.S. Dollars
DSSR 925**

**Country: SINGAPORE
Publication Date: 03/01/2024**

Country Name	Post Name	Season Begin	Season End	Maximum Lodging Rate	M & IE Rate	Maximum Per Diem Rate	Footnote	Effective Date
SINGAPORE	Singapore	01/01	12/31	284	137	421	N/A	08/01/2023

Per Diem Rates

- [Excel Versions of Per Diem](#)
- [Foreign Per Diem Rates](#)

Allowance Rates

- [Allowances By Location](#)
- [Allowances By Type](#)
- [Biweekly Allowance Updates](#)
- [Custom Search](#)
- [Footnotes to Section 920](#)

Standardized Regulations (DSSR)

- [Archives \(DSSR\)](#)
- [Table of Contents \(DSSR\)](#)

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- [Consumables](#)
- [Danger Pay](#)
- [Education](#)
- [Evacuation](#)
- [Extraordinary Quarters Allowance \(EQA\)](#)
- [Foreign Transfer Allowance \(FTA\)](#)
- [Frequently Asked Questions](#)
- [Home Service Transfer Allowance \(HSTA\)](#)
- [Living Quarters Allowance \(LQA\)](#)
- [Official Residence Expense \(ORE\)](#)
- [Per Diem](#)
- [Post Allowance \(COLA\)](#)
- [Post Hardship Differential](#)
- [R&R](#)
- [Representation Allowances](#)
- [Separate Maintenance Allowance \(SMA\)](#)
- [Service Needs Differential](#)
- [Summary of Allowances](#)
- [Temporary Quarters Subsistence Allowance \(TQSA\)](#)

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Office of Allowances

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- [Organization Chart](#)

Office of Allowances

Appendix B

Chapter 301-Federal Travel Regulation

Allocation of M&IE Rates to Be Used in Making Deductions from the M&IE Allowance

M&IE rates for the localities in nonforeign areas (prescribed in Civilian Personnel Per Diem Bulletins published periodically in the Federal Register by the Secretary of Defense) and for localities in foreign areas (established by the Secretary of State in Section 925, a per diem supplement to the Standardized Regulations Government Civilians, Foreign Areas) shall be allocated as shown in this table (Section 301-11.18) when making deductions from nonforeign or foreign area per diem rates.

M &IE Rate	Breakfast	Lunch	Dinner	Incidentals
\$1	0	0	0	1
\$2	0	0	1	1
\$3	0	1	1	1
\$4	1	1	1	1
\$5	1	1	2	1
\$6	1	2	2	1
\$7	1	2	3	1
\$8	1	2	3	2
\$9	1	2	4	2
\$10	2	2	4	2
\$11	2	3	4	2
\$12	2	3	5	2
\$13	2	3	5	3
\$14	2	4	5	3
\$15	2	4	6	3
\$16	2	4	7	3
\$17	3	4	7	3
\$18	3	5	7	3
\$19	3	5	8	3
\$20	3	5	8	4
\$21	3	5	9	4
\$22	3	6	9	4
\$23	3	6	9	5
\$24	4	6	9	5

\$105	16	26	42	21
\$106	16	27	42	21
\$107	16	27	43	21
\$108	16	27	43	22
\$109	16	27	44	22
\$110	17	27	44	22
\$111	17	28	44	22
\$112	17	28	45	22
\$113	17	28	45	23
\$114	17	29	45	23
\$115	17	29	46	23
\$116	17	29	47	23
\$117	18	29	47	23
\$118	18	30	47	23
\$119	18	30	48	23
\$120	18	30	48	24
\$121	18	30	49	24
\$122	18	31	49	24
\$123	18	31	49	25
\$124	19	31	49	25
\$125	19	31	50	25
\$126	19	32	50	25
\$127	19	32	51	25
\$128	19	32	51	26
\$129	19	32	52	26
\$130	20	32	52	26
\$131	20	33	52	26
\$132	20	33	53	26
\$133	20	33	53	27
\$134	20	34	53	27
\$135	20	34	54	27
\$136	20	34	55	27
\$137	21	34	55	27
\$138	21	35	55	27
\$139	21	35	56	27
\$140	21	35	56	28
\$141	21	35	57	28
\$142	21	36	57	28
\$143	21	36	57	29
\$144	22	36	57	29

From: [Lucas Coleman](#)
To: [Gil Cabrera](#); [Becker Kim](#); [Brown Hampton](#); [Britman Michael](#)
Cc: [Valenzuela Arely](#); [Hawthorne Cynthia](#); [Casey Diane](#); [Nikia Clarke](#); [Bree Burris](#); [Caroline Murray](#); [Sophia Antonopoulos](#)
Subject: World Trade Center trade mission to Singapore 2024
Date: Friday, January 26, 2024 4:53:48 PM
Attachments: [image001.png](#)

Hello Airport partners,

We have decided on the destination for World Trade Center's 2024 trade mission. From September 30th – October 4th we will be taking a delegation of 30 business, academic, and civic leaders from San Diego to **Singapore**. The trade mission will once again be led by Mayor Todd Gloria.

High interest from San Diego companies in Asian markets, paired with opportunities to collaborate in biotech, semiconductors, and advanced manufacturing, suggest that Singapore is a market San Diego should be building relationships with now. We hope that this trade mission can help to further the case for a new direct flight to Asia (strengthening the case for Seoul/Incheon). We look forward to continuing to work with you all to align our efforts and grow trade and investment opportunities between San Diego and Singapore.

Sincerely,

Lucas



Lucas Coleman

Director, World Trade Center San Diego

c | 925 200 7208

Get your dose of '[Good News](#)' every Friday!






Travel Request - Cabrera - Singapore

Final Audit Report

2024-03-13

Created:	2024-03-13
By:	Arely Valenzuela (avalenzu@san.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOWfpCB_L88DbN89qBPbbQ1deFyWkloVq

"Travel Request - Cabrera - Singapore" History

-  Document created by Arely Valenzuela (avalenzu@san.org)
2024-03-13 - 10:16:27 PM GMT
-  Document emailed to Gil Cabrera (gil@cabrerafirm.com) for signature
2024-03-13 - 10:17:19 PM GMT
-  Email viewed by Gil Cabrera (gil@cabrerafirm.com)
2024-03-13 - 10:41:59 PM GMT
-  Document e-signed by Gil Cabrera (gil@cabrerafirm.com)
Signature Date: 2024-03-13 - 10:42:21 PM GMT - Time Source: server
-  Agreement completed.
2024-03-13 - 10:42:21 PM GMT







Travel Request - Cabrera - Singapore (2)

Final Audit Report

2024-03-15

Created:	2024-03-15
By:	Arely Valenzuela (avalenzu@san.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAxAxabJbWRmB9q76xmpjiOBwHOjtz2mVim

"Travel Request - Cabrera - Singapore (2)" History

-  Document created by Arely Valenzuela (avalenzu@san.org)
2024-03-15 - 3:51:53 PM GMT
-  Document emailed to james.sly@eastcountyedc.org for signature
2024-03-15 - 3:52:27 PM GMT
-  Email viewed by james.sly@eastcountyedc.org
2024-03-15 - 6:24:23 PM GMT
-  Signer james.sly@eastcountyedc.org entered name at signing as James Sly
2024-03-15 - 6:25:31 PM GMT
-  Document e-signed by James Sly (james.sly@eastcountyedc.org)
Signature Date: 2024-03-15 - 6:25:33 PM GMT - Time Source: server
-  Agreement completed.
2024-03-15 - 6:25:33 PM GMT

Rafeal Perez

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of [Policy 3.30](#).
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Rafael Perez Department: Board Services-2
Position: Board Member President/CEO General Counsel Chief Auditor
 All Other Authority Employees

DATE OF REQUEST: 02/23/24 DATE OF DEPARTURE/RETURN: 04/14/24 / 04/17/24

DESTINATION / BUSINESS PURPOSE:

Destination:
Washington, D.C.

Business Purpose:
San Diego Regional Chamber of Commerce
2024 Mission to Washington, DC

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ <u>482.00</u>
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>200.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ <u>1,200.00</u>
C. Meals and Incidental Expenses (Per Diem)	\$ <u>237.00</u>
D. Seminar and Conference Fees	\$ <u>2,100.00</u>
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>4,219.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: Feb 27, 2024

CERTIFICATION BY ADMINISTRATOR (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature:  Date: Feb 27, 2024

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, certify that this document was approved
(Name of Clerk)

by the Executive Committee at its _____ meeting.

(Meeting Date)

Trip & Price Details

Price Payment Confirmation

Flight [Modify](#)

	# 1101 SAN 6:30 AM	→ BWI 2:35 PM	5 hr 5 min	Nonstop	Wanna Get Away Only 4 left!	Price per Passenger \$420.24
	# 884 BWI 12:50 PM	→ SAN 3:20 PM	5 hr 30 min	Nonstop	Wanna Get Away	Taxes and fees per Passenger \$61.72
						Total per Passenger \$481.96
						Passenger(s) x1
						Flight total \$481.96

or from \$48/mo* with **uplift** [Learn more](#)

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your points balance may not immediately update in your account.
- REAL ID Requirement:** Do you have a **REAL ID**? Beginning May 7, 2025, you will need a state-issued **REAL ID** compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding **REAL ID** requirement.

Add EarlyBird Check-In®

- Automatic check-in
- Earlier boarding position
- Earlier access to seats
- Earlier access to overhead bin space

\$25.00

Per Passenger. Per one-way.

Add EarlyBird Check-In

Flexibility comes with every fare.

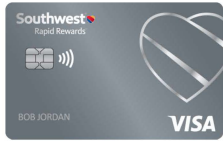
Two bags fly free¹

No change² or cancel³ fees. Change your flight later without a fee. Fare difference may apply.

¹1st and 2nd checked bags. Weight and size limits apply. ²Fare difference may apply. ³Failure to cancel a reservation at least 10 minutes prior to scheduled departure may result in forfeited flight credits.

BAG FEE *	\$0.00
SUBTOTAL	\$420.24
TAXES & FEES	\$61.72
TRIP TOTAL	\$481.96

[Show price breakdown](#)



Get a \$200.00 statement credit¹ and 10,000 Rapid Rewards® points.²

YOU PAY TODAY \$481.96

CREDIT ON YOUR STATEMENT -\$200.00

TOTAL AFTER STATEMENT CREDIT \$281.96

1. After first purchase. 2. After you spend \$500 in first three months.

Apply now >

Not ready to buy yet? [Save this flight for later.](#)

*1st and 2nd checked bags fly free®. [Weight and size limits apply.](#)

Log in for faster checkout

Continue

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.

Add a Car Products not confirmed until purchase.

No worries, your flight will remain in your cart while you search for a car.

Add a car



Book now. Pay later!
From \$1272.59*/month in
Baltimore/Washington

*Taxes and fees excl. Terms apply.



Book now

PICK-UP LOCATION

Baltimore/Wa

Baltimore/Washington, MD - BWI

PICK-UP DATE

4/14

Sun, Apr 14, 2024

PICK-UP TIME

4:00 PM

RETURN LOCATION

Baltimore/Wa

Baltimore/Washington, MD - BWI

RETURN DATE

5/17

Fri, May 17, 2024

RETURN TIME

11:00 AM

RENTAL COMPANY (Optional)

No preference

VEHICLE SIZE (Optional)

No preference

Search

Not ready to buy yet? [Save this flight for later.](#)

*1st and 2nd checked bags fly free®. [Weight and size limits apply.](#)

Log in for faster checkout

Continue

By clicking 'Continue', you agree to accept the [fare rules](#) and want to continue with this purchase.

Fare Benefits

Two bags fly free^{®1}

First and second checked bags. Weight and size limits apply. A golf bag or skis in a container acceptable to Southwest[®] can be substituted for one checked bag.

No change² or cancel fees³

If you need to change an upcoming flight itinerary, you'll only pay the difference in fare (if one applies). Failure to cancel a reservation at least 10 minutes prior to scheduled departure may result in forfeited travel funds.

Flight credit⁴

Flight credits will be issued as long as the flight is canceled at least 10 minutes prior to the scheduled departure. Flight credits don't expire and are non-transferable. For travel booked with Rapid Rewards points: starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away[®] or Wanna Get Away Plus[™] reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the



confirm reservations based on availability at the current rate.

FLYING TO D.C.

Airports:

- **Ronald Reagan Washington National Airport – DCA**
5 miles to hotel | Estimated taxi fare: \$20 (one way)
- **Washington Dulles International Airport – IAD**
31 miles to hotel | Estimated taxi fare: \$85 (one way)
- **Baltimore/Washington International Thurgood Marshall Airport – BWI**
32 miles to hotel | Estimated taxi fare: \$100 (one way)

Most delegates arrive in the afternoon on **Sunday**, prior to the **Welcome Reception at 7:00 PM**, and depart after the **Breakfast and Closing Session on Wednesday**.

Recommended Flights:

Departing Sunday, 4/14:

SAN > BWI | Southwest #1101 (6:30 AM – 2:35 PM), Nonstop, 5h 5m

Returning Wednesday, 4/17:

BWI > SAN | Southwest #884 (1:15 PM – 3:40 PM), Nonstop, 5h 25m





TRIP ITINERARY

We are still in the process of developing the agenda. For your traveling purposes, please plan to arrive in D.C. before the **Welcome Reception on Sunday, 04/14 at 6:30 PM**. The last meeting will end at around 10:00 AM on Wednesday, 04/17.

[Click here](#) to view a previous trip's itinerary.

HOTEL INFORMATION

The Royal Sonesta Washington, DC Capitol Hill
20 Massachusetts Avenue NW, Washington, DC 20001
202-888-1850

Be among the first to experience the newly opened Royal Sonesta Washington, DC Capitol Hill. We have secured a special room rate of **\$329 + tax per night for standard rooms from April 14 to 17.**

Reserve online or call 202-888-1850 and mention the San Diego Regional Chamber block (G041224SDCC).

[RESERVE A ROOM](#)





APPLICATION & FEES

The participation fees below do not include hotel or airfare. Fees include hosted events and meetings.

Applications submitted by 3/1/24*:

Chamber members: \$2,100

Additional attendee or spouse/companion: \$1,800

Non-members: \$4,200

Between 3/2/24 – 4/5/24*:

Chamber members: \$2,700

Additional attendee or spouse/companion: \$1,800

Non-members: \$4,200

Between 4/6/24 – 4/11/24*:

Chamber members & Additional Attendees: \$3,700

Non-members: \$4,200

**Applications close after April 11, 2024.*

APPLY NOW!





FY 2024 Per Diem Rates for ZIP Code 20001

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$79	\$18	\$20	\$36	\$5	\$59.25









Out of Town Travel Request - Perez

Final Audit Report

2024-02-27

Created:	2024-02-27
By:	Arely Valenzuela (avalenzu@san.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABT9x7LqjmKYRUipOCUJee5DnGFfLI7YP

"Out of Town Travel Request - Perez" History

-  Document created by Arely Valenzuela (avalenzu@san.org)
2024-02-27 - 4:52:37 PM GMT
-  Document emailed to Rafael Perez (rafael@thehomemap.com) for signature
2024-02-27 - 4:53:26 PM GMT
-  Email viewed by Rafael Perez (rafael@thehomemap.com)
2024-02-27 - 5:02:25 PM GMT
-  Document e-signed by Rafael Perez (rafael@thehomemap.com)
Signature Date: 2024-02-27 - 5:05:18 PM GMT - Time Source: server
-  Document emailed to Gil Cabrera (gil@cabrerafirm.com) for signature
2024-02-27 - 5:05:21 PM GMT
-  Email viewed by Gil Cabrera (gil@cabrerafirm.com)
2024-02-27 - 5:11:55 PM GMT
-  Document e-signed by Gil Cabrera (gil@cabrerafirm.com)
Signature Date: 2024-02-27 - 5:17:48 PM GMT - Time Source: server
-  Agreement completed.
2024-02-27 - 5:17:48 PM GMT

Steve Vaus

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Steve Vaus Department: Board Services-2
Position: Board Member President/CEO General Counsel Chief Auditor
 All Other Authority Employees

DATE OF REQUEST: 02/23/24 DATE OF DEPARTURE/RETURN: 04/14/24 / 04/17/24

DESTINATION / BUSINESS PURPOSE:

Destination:
Washington, D.C.

Business Purpose:
San Diego Regional Chamber of Commerce
2024 Mission to Washington, DC

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ 476.00
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ 200.00
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ 1,200.00
C. Meals and Incidental Expenses (Per Diem)	\$ 237.00
D. Seminar and Conference Fees	\$ 2,100.00
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ 4,213.00

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature:  Date: 3/14/2024

CERTIFICATION BY ADMINISTRATOR (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature:  Date: Mar 14, 2024

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, _____, certify that this document was approved
(Name of Clerk)
by the Executive Committee at its _____ meeting.
(Meeting Date)



confirm reservations based on availability at the current rate.

FLYING TO D.C.

Airports:

- Ronald Reagan Washington National Airport – DCA
5 miles to hotel | Estimated taxi fare: \$20 (one way)
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31 miles to hotel | Estimated taxi fare: \$85 (one way)
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32 miles to hotel | Estimated taxi fare: \$100 (one way)

Most delegates arrive in the afternoon on Sunday, prior to the Welcome Reception at 7:00 PM, and depart after the Breakfast and Closing Session on Wednesday.

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Returning Wednesday, 4/17:

BWI > SAN | Southwest #884 (1:15 PM – 3:40 PM), Nonstop, 5h 25m





TRIP ITINERARY

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202-888-1850

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Reserve online or call 202-888-1850 and mention the San Diego Regional Chamber block (G041224SDCC).

[RESERVE A ROOM](#)





APPLICATION & FEES

The participation fees below do not include hotel or airfare. Fees include hosted events and meetings.

Applications submitted by 3/1/24*:

Chamber members: \$2,100

Additional attendee or spouse/companion: \$1,800

Non-members: \$4,200

Between 3/2/24 – 4/5/24*:

Chamber members: \$2,700

Additional attendee or spouse/companion: \$1,800

Non-members: \$4,200

Between 4/6/24 – 4/11/24*:

Chamber members & Additional Attendees: \$3,700

Non-members: \$4,200

**Applications close after April 11, 2024.*

APPLY NOW!





FY 2024 Per Diem Rates for ZIP Code 20001

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)	\$79	\$18	\$20	\$36	\$5	\$59.25

TRAVEL EXPENSE REINBURSEMENT

KIM BECKER

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

TRAVEL EXPENSE REIMBURSEMENT REPORT - Board Members, President/CEO, General Counsel, Chief Auditor

(To be completed within 30 days from travel return date for domestic travel; 45 days for international travel)

Refer to Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy, outlining appropriate reimbursable expenses. Attach all required supporting documentation. All receipts must be detailed (credit card receipts do not provide sufficient detail). Any special items should be explained in the space provided below.

[Policy 3.30 - Business and Travel Expense Reimbursement](#)

[Business and Travel Reimbursement Guidelines](#)

Employee/Trip Information

Date: _____

Name: Kimberly J. Becker Dept: 6 - Executive
 Departure Date: 2/24/2024 Return Date: 2/29/2024 Report Due: 3/30/24
 Destination: Tampa, FL
 Business Purpose: Gateway Airports Council Directors Meeting

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		2/24/24 Saturday	2/25/24 Sunday	2/26/24 Monday	2/27/24 Tuesday	2/28/24 Wednesday	2/29/24 Thursday	3/1/24 Friday	
Air Fare, Railroad, Bus		258.80							258.80
Conference Fees									-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare									-
Lodging						466.17			466.17
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
									-
	\$ -								\$ 724.97

Expense items included in Per Diem:

Meals & Incidental Expenses (M&IE)

Meals will be reimbursed at established Per Diem rates. Receipts shall not be required except for authorized meals above per diem rate (approved by CEO or Vice President below). If a meal is provided by a conference or meeting, do not include the meal for reimbursement below. On first travel day, only include lunch and dinner if flight departs after 9:00 a.m. On last travel day, only include breakfast and lunch if flight returns before 6:00 p.m.

[GSA Per Diem for Domestic](#)

[US Dept of State Per Diem for International](#)

	Enter Daily Per Diem Rate
Breakfast	\$16.00
Lunch	\$17.00
Dinner	\$31.00
Incidentals	\$5.00
Total M&IE	\$69.00

	2/24/24 Saturday	2/25/24 Sunday	2/26/24 Monday	2/27/24 Tuesday	2/28/24 Wednesday	2/29/24 Thursday	3/1/24 Friday	
					16.00			16.00
					17.00			17.00
						31.00		31.00
					5.00	5.00		10.00
								74.00
Approved Meal Exception Above Per Diem Rate ¹								-
Total Meal and Incidental Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	74.00

Explanation:

Trip Grand Total	798.97
Less Cash Advance (Attach copy of Authority check)	
Less Expenses Prepaid by Authority	-
Due Traveler - if positive amount, prepare check request	
Due Authority - if negative, attach check payable to SDCRAA	\$ 798.97

Note: Send this report to Accounting even if the amount is \$0.

By signing below, TRAVELER: (a) acknowledges understanding and agreeing to be bound by Authority Policy 3.30 - Business and Travel Expense Reimbursement Policy; (b) certifies that this report is true and correct and all claimed expenses were incurred in connection with official Authority business; and (c) understands that any purchases/claims that are not allowed will be traveler's responsibility. By signing below, ADMINISTRATOR certifies, based on reasonable inquiry, that expenses approved in this report were reasonable, necessary, directly related to the Authority's business, and that they are reimbursable under Authority Policy 3.30.

Prepared By: Diane Casey Ext.: 2445

Traveler's Signature: Kimberly J. Becker Date: 2/1/24

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE (To be completed by Clerk)

I, _____ hereby certify that this document was approved by the Executive Committee at it's meeting on _____
 Clerk Signature: _____ Date: _____

Confirmation Code:
EVSZJC



Traveler

Kimberly Becker

E-Ticket: 0272354814574

MP#: American Airlines MTJ4330 | oneworld® Emerald

Seats: SAN-TPA 8C*

Flight	Departs	Arrives
Alaska 432		
Main (G) Nonstop	San Diego (SAN) Sat, Feb 24 8:00 am	Tampa (TPA) Sat, Feb 24 3:29 pm
--- First Class waitlisted ---		
Distance: 2,082 mi Duration: 4h 29m		

Flight Total for 1 passenger: \$142.90

The VISA ending with *****8518 has been charged a total of USD \$142.90.

Total per passenger		\$142.90
Fare		\$119.07
Base fare	\$119.07	
Taxes and fees		\$23.83
United States Flight Segment Tax		
Domestic	\$4.80	
US psgr. facility charge	\$4.50	
US Sept. 11 security fee	\$5.60	
US transportation tax	\$8.93	

Each ticket will be a separate charge on your credit card statement.

For additional assistance with your reservation, call us at 1-800-252-7522 for assistance.

Confirmation Code:

LIDYHX



Traveler

Kimberly Becker

E-Ticket: 0272354814193

MP#: American Airlines MTJ4330 | oneworld® Emerald

Seats: TPA-SAN 8C★

Flight	Departs	Arrives
Alaska 433		
Main (G)	Tampa (TPA)	San Diego (SAN)
Nonstop	Thu, Feb 29	Thu, Feb 29
Distance: 2,082 mi	4:35 pm	6:52 pm
Duration: 5h 17m		

Flight Total for 1 passenger: \$142.90

Wallet funds have been applied totaling USD \$142.90.

Total per passenger		\$142.90
Fare		\$119.07
Base fare	\$119.07	
Taxes and fees		\$23.83
United States Flight Segment Tax		
Domestic	\$4.80	
US psgr. facility charge	\$4.50	
US Sept. 11 security fee	\$5.60	
US transportation tax	\$8.93	

Each ticket will be a separate charge on your credit card statement.

For additional assistance with your reservation, call us at 1-800-252-7522 for assistance.

From: Becker, Kim
To: Becker, Kim
Subject: Screenshot 2023-12-07 at 1.05.28 PM
Date: Thursday, December 7, 2023 1:05:47 PM
Attachments: Screenshot 2023-12-07 at 1.05.28 PM.png

1:05



Gil



Today 12:46 PM

I am requesting your permission to purchase flights before I have travel approval from the board. I'm planning to attend a Gateway Airports Council meeting in Tampa Florida in February and there is an amazing sale that ends today for flights on Alaska airlines. I can wait and spend more money or request permission from you to purchase the flights in advance of approval from the board. Are you ok with the advance purchase?

Yup. I thought I approved something similar from Diane already, but if it is different, go for it.



JW MARRIOTT

JW MARRIOTT TAMPA WATER STREET

GUEST FOLIO

952 ROOM	BECKER/K NAME	409.00 RATE	02/29/24 DEPART	14:00 TIME	54798 ACCT#	34237 GROUP
GQ TYPE	SAN DIEGO COUNTY REG		02/28/24 ARRIVE	14:54 TIME		
5						
ROOM CLERK	ADDRESS	PAYMENT			MBV#:	XXXXX9603

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
02/28	GR ROOM 952, 1	408.00		
02/28	ROOM TAX 952, 1	30.68		
02/28	OCC TAX 952, 1	24.54		
02/28	TMD FEE 952, 1	1.95		
02/29	MC CARD			\$466.17

TO BE SETTLED TO: MASTERCARD CURRENT BALANCE .00

THANK YOU FOR CHOOSING JW MARRIOTT TAMPA WATER STREET.
CHECK-OUT FROM YOUR ROOM BY PRESSING "MENU" ON YOUR
TV REMOTE CONTROL TO ACCESS VIDEO CHECK-OUT.

See our "Privacy & Cookie Statement" on Marriott.com

QUESTIONS ON YOUR BILL: P 866-435-7627

Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy Account Statement for updated activity. See members.marriott.com for new Marriott Bonvoy benefits.



JW MARRIOTT

JW MARRIOTT TAMPA WATER STREET
510 WATER STREET
TAMPA FL 33602

Experience comfort with the JW Marriott home collection. Visit CuratedbyJW.com

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

FY 2024 Per Diem Rates for Tampa, Florida

Meals & Incidentals (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
Tampa / St. Petersburg	Pinellas / Hillsborough	\$69	\$16	\$17	\$31	\$5	\$51.75

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

- A. All out-of-town travel requests must conform to applicable provisions of Policy 3.30.
- B. Once traveler completes form, submit to the traveler's Administrator for approval (for Board Members, President/CEO, General Counsel and Chief Auditor, Administrator is Board Executive Committee).

TRAVELER INFORMATION:

Traveler Name: Kimberly J. Becker Department: Executive, BU6
Position: Board Member President/CEO General Counsel Chief Auditor
 All Other Authority Employees

DATE OF REQUEST: 12/06/2023 DATE OF DEPARTURE/RETURN: 02/28/2023 / 02/29/2023

DESTINATION / BUSINESS PURPOSE:

Destination: Tampa, FL Business Purpose: Gateway Airports Council Meeting

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (International only)	\$ 800.00
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ 100.00
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ 350.00
C. Meals and Incidental Expenses (Per Diem)	\$ 140.00
D. Seminar and Conference Fees	\$
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ 1,390.00

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

- 1. The above-listed projected out-of-town travel expenses conform to Policy 3.30, are reasonable and directly related to Authority business; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Travelers Signature: Kimberly J. Becker

Date: 12/6/23

CERTIFICATION BY ADMINISTRATOR (If Administrator is Executive Committee, Clerk certifies below.)

By my signature below, I certify the following:

- 1. I have reviewed this out-of-town travel request and made inquiries to determine that the out-of-town travel and identified expenses are directly related to and necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefits to the Authority; and
- 2. I have attended training regarding my responsibilities pursuant to Policy 3.30 within the past two years.

Administrator's Signature: _____

Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

Arcely Valenzuela, Assistant Authority Clerk I _____, certify that this document was approved by the
(Name of Clerk)

Executive Committee at its 12/18/23 meeting.
(Meeting Date)

Casey Diane

From: Gil Cabrera <gil@cabrerafirm.com>
Sent: Wednesday, December 6, 2023 2:38 PM
To: Casey Diane
Subject: Re: APPROVAL - Becker - Travel Approval Request (Tampa)

Approved.

Gil Cabrera, Esq.
The Cabrera Firm, APC
600 West Broadway, Suite 700
San Diego, CA 92101
v. 619.500.4880
f. 619.785.3380
e. gil@cabrerafirm.com <mailto:gil@cabrerafirm.com>
https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.cabrerafirm.com&c=E,1,qrDj4P9Y7spgkeF4e9ipL9JaLEPmmreCxQpd-A_6hEvJb165yEyD1inx2K5LpAapoQbaq6O5tbApr20gvh9ZA4aSX7REjnn9J6oHVTaReeEJA,,&typo=1

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On 12/6/23, 2:10 PM, "Casey Diane" <dcasey@san.org <mailto:dcasey@san.org>> wrote:

Hi Gil,

I submitted the attached travel approval request for Kim, to Board Services to be put in the approval packet for the Executive/Finance Committee on December 18th. We have found that there direct flights on sale this week. To take advantage of the good pricing and make sure Kim gets on the direct flights, would you please pre-approve this travel request?

Thanks and take care, Di

**GATEWAY AIRPORTS COUNCIL
SCHEDULE OF EVENTS
FEBRUARY 28-29, 2024**

Wednesday, February 28, 2024

5:00pm Drinks (for those available)

Beacon (27th Floor of JW)

6:30pm Dinner (Restaurant is walking distance from hotel)

Predalina
1001 E Cumberland Ave.
Tampa, FL 33602

Thursday, February 29, 2024

9:00am GAC Meeting

JW Marriott Tampa Water Street
510 Water Street
Tampa, FL 33602

Breakfast and Lunch Provided in Meeting Room

3:00pm Target Adjournment

GATEWAY AIRPORTS COUNCIL

FEBRUARY 29, 2024

9:00 a.m. – 3:00 p.m.

MEETING AGENDA

Breakfast provided in meeting room

Call to Order

Welcome and Introductions

Morning Session: GAC Structure and Plan for Moving Forward

- Frequency of Meetings
- Structure of Organization (formal or informal)
- Coordinating Committee
- Growing Membership

Lunch provided in meeting room

Afternoon Session: Issues Discussion

- FAA Staffing
- CBP Staffing
- Strategy on Long-Term Funding Options
- Other Items

Next Steps

Conclusion

Steve Vaus

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

2024

MONTHLY MILEAGE and PARKING FEE REIMBURSEMENT REPORT

EMPLOYEE NAME Steve Vaus				PERIOD COVERED Feb 2024	
DEPARTMENT/DIVISION Board Services/2					
Date	Miles driven	Destination and purpose of trip		Parking fees & other transportation costs paid	\$\$\$
2/1/24	56.00	2417 McCain Rd Board of Directors Monthly Meeting			
2/5/24	56.00	2417 McCain Rd SDCRAA Audit Meeting			
2/15/24	56.00	3707 N Harbor Dr Security Badge Application Interview			
SUBTOTAL	168.00			SUBTOTAL	-

Computation of Reimbursement

		168.00
REIMBURSEMENT RATE: (see below) *	Rate as of January 2024	X 0.670
TOTAL MILEAGE REIMBURSEMENT		112.56
PARKING FEES/TOLL CHARGES (ATTACH RECEIPTS)		-
TOTAL REIMBURSEMENT REQUESTED		\$ 112.56

I acknowledge that I have read, understand and agree to *Authority Policy 3.30 - Business Expense Reimbursement Policy and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of business expenses were incurred in connection with official Authority business and is true and correct.

[Business Expense Reimbursement Policy 3.30](#)


SIGNATURE OF EMPLOYEE

DEPT./DIV. HEAD APPROVAL