

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
BRUCE R. BOLAND  
GREG COX  
JIM DESMOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSOM  
TOM SMSEK

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
THELLA F. BOWENS

## **BOARD**

## **AGENDA**

Thursday, April 3, 2014  
9:00 A.M.

San Diego International Airport  
Commuter Terminal – Third Floor

Board Room  
3225 N. Harbor Drive  
San Diego, California 92101

***Live webcasts of Authority Board meetings can be accessed at  
[http://www.san.org/airport\\_authority/boardmeetings.asp](http://www.san.org/airport_authority/boardmeetings.asp).***

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 Corporate 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 Corporate Services/Authority Clerk Department.

**PLEASE COMPLETE A "REQUEST TO SPEAK" FORM 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 Corporate 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:**

**PRESENTATION:**

**A. PRESENTATION OF 2014 AIRPORT REVENUE NEWS CONCESSION AWARDS:**

Presented by David Broderick, Executive Director/Publisher, Airport Revenue News

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
Committee Members: Gleason, Hollingworth, Hubbs, Sessom, Smisek (Chair), Tartre, Van Sambeek
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Committee Members: Alvarez, Boland (Chair), Gleason, Hubbs, Robinson
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Committee Members: Boland, Cox, Desmond (Chair), Hubbs, Smisek
- **FINANCE COMMITTEE:**  
Committee Members: Alvarez, Cox (Chair), Hubbs, Robinson, Sessom

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
Liaison: Smisek, Robinson
- **ART ADVISORY COMMITTEE:**  
Committee Member: Gleason

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**  
Liaison: Robinson

- **CALTRANS:**  
Liaison: Berman
- **INTER-GOVERNMENTAL AFFAIRS:**  
Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaisons: Boland
- **PORT:**  
Liaisons: Cox, Gleason (Primary), Robinson

***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Hubbs, Smisek (Primary)
- **WORLD TRADE CENTER:**  
Representatives: Alvarez, Gleason (Primary)

**CHAIR'S REPORT:**

**PRESIDENT/CEO'S 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 1-13):**

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:**

The Board is requested to approve minutes of prior meetings.

RECOMMENDATION: Approve the minutes of the February 24, February 28, and March 1, 2014 special meetings, and the March 6, 2014, 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:**

The Board is requested to accept the reports.

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

**(Corporate & Information Governance: Tony Russell, Director/  
Authority Clerk)**

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM FEBRUARY 10, 2014, THROUGH MARCH 9, 2014, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM FEBRUARY 10, 2014, THROUGH MARCH 9, 2014:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

**(Procurement: Jana Vargas, Director)**

**4. APRIL 2014 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2014-0023, approving the April 2014 Legislative Report.

**(Inter-Governmental Relations: Michael Kulis, Director)**

**5. RESCIND BOARD RESOLUTION NO. 2013-0128 AND GRANT EASEMENTS FOR ELECTRICAL AND PEDESTRIAN ACCESS TO THE CITY OF SAN DIEGO:**

The Board is requested to grant the easements.

RECOMMENDATION: Adopt Resolution No. 2014-0024, rescinding Resolution 2013-0128, and authorizing the President/CEO to negotiate and execute two revised easements with the City of San Diego for an electrical traffic loop and pedestrian access in support of the North Side Interior Road and Utilities project.

**(Finance & Asset Management: Scott Brickner, Vice President/  
Treasurer)**

***CLAIMS***

**6. REJECT THE CLAIM OF DONNA SCHIPPER:**

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2014-0025, rejecting the claim of Donna Schipper.

**(Legal: Breton Lobner, General Counsel)**

**7. REJECT THE CLAIM OF BENEDICT PERRINO:**

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2014-0026, rejecting the claim of Benedict Perrino.

**(Legal: Breton Lobner, General Counsel)**

***COMMITTEE RECOMMENDATIONS***

***CONTRACTS AND AGREEMENTS***

**8. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE ON-CALL MECHANICAL AND ELECTRICAL CONSULTANT SERVICES AGREEMENT WITH PBS ENGINEERS, INC.:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2014-0027, approving and authorizing the President/CEO to execute a Second Amendment to the agreement with PBS Engineers, Inc., extending the term of the agreement by one year to expire on July 31, 2015, to provide On-Call Professional Mechanical and Electrical Consultant Services for Capital Improvement and Major Maintenance projects.

**(Facilities Development: Iraj Ghaemi, Director)**

**9. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CONSTRUCTION CHANGE ORDER AUTHORITY, AND INCREASE THE CONTRACT DURATION FOR EXPAND TERMINAL 2 EAST FACILITY: GATE 25 - GATE 27 PROJECT:**

The Board is requested to approve an increase in the change order authority.

RECOMMENDATION: Adopt Resolution No. 2014-0028, approving and authorizing an increase in the President/CEO's Change Order Authority from \$477,640 to \$955,280, and increasing the contract duration from 450 to 530 calendar days for Project No. 104056 - Expand Terminal 2 East Facility: Gate 25-27 at San Diego International Airport.

**(Facilities Development: Iraj Ghaemi, Director)**

**10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE ON-CALL AIRSIDE/LANDSIDE ARCHITECT AND ENGINEERING CONSULTANT SERVICES AGREEMENT WITH CH2M HILL, INC.:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2014-0029, approving and authorizing the President/CEO to execute a third amendment to the agreement with CH2M Hill, Inc., extending the term of the agreement by one year to expire on August 1, 2015, to provide On-Call Professional Airside/Landside Architect and Engineering Consultant Services for Capital Improvement and Major Maintenance projects.

**(Facilities Development: Iraj Ghaemi, Director)**

**11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH STUTZ ARTIANO SHINOFF & HOLTZ APC FOR GENERAL LEGAL SERVICES:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2014-0030, approving and authorizing the President/CEO to negotiate and execute an agreement with Stutz Artiano Shinoff & Holtz APC for general legal services for a term of three (3) years with two (2) additional one-year options to renew, for a maximum amount payable of \$300,000.

**(Legal: Breton Lobner, General Counsel)**

**12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PUBLIC ART AGREEMENT WITH JASON BRUGES STUDIO LIMITED (JBS) FOR THE TERMINAL 2 GREEN BUILD PUBLIC ART PROJECT - NEW MEDIA/MULTI-MEDIA LOUNGE ENVIRONMENT (AIRSPACE LOUNGE):**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2014-0031, approving and authorizing the President/CEO to execute a Second Amendment to the Public Art Agreement with Jason Bruges Studio Limited (JBS) to complete post installation services for the Terminal 2 Green Build Public Art Project – New Media/Multi-Media Lounge Environment (AIRspace Lounge), extending the term for an additional forty-five (45) days, resulting in a termination date of May 15, 2014.

**(Vision, Voice & Engagement: Constance White, Art Program Manager)**

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

**13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT BETWEEN AND AMONG THE AUTHORITY, THE COUNTY OF SAN DIEGO, AND PARTICIPATING CITIES AND JURISDICTIONS REGARDING THE NEXT GENERATION REGIONAL COMMUNICATION SYSTEM PROVIDING COMMUNICATION SERVICES TO PUBLIC SAFETY AGENCIES OPERATING IN SAN DIEGO AND IMPERIAL COUNTIES:**

The Board is requested to approve an agreement.

RECOMMENDATION: Adopt Resolution No. 2014-0035, approving and authorizing the President/CEO to execute an agreement between and among the Authority, the County of San Diego, and participating cities and jurisdictions regarding the Next Generation Regional Communication System, for a term of twenty (20) years, and in an amount not to exceed \$2,100,000.

**(Operations: Angela Shafer-Payne, Vice President)**

**PUBLIC HEARINGS:**

**14. APPROVAL OF THE SAN DIEGO INTERNATIONAL AIRPORT'S SHORT-RANGE TRANSIT PLAN AND EXEMPTION PURSUANT TO CALIFORNIA VEHICLE CODE §35554(d):**

The Board is requested to approve the plan and exemption.

RECOMMENDATION: Adopt Resolution No. 2014-0032, approving the San Diego International Airport's Short-Range Transit Plan describing the Airport's transit system and its operation.

Adopt Resolution No. 2014-0033, declaring (1) the Authority's bus operations as a "transit system", (2) the Rental Car Center (RCC) buses as "transit buses," to allow the Authority to purchase and operate passenger buses weighing in excess of the 20,500 pound axle limit per the provisions of Cal. Veh. Code § 35554(d).  
**(Operations: Angela Shafer-Payne, Vice President and David Boenitz, Director, Ground Transportation)**

**OLD BUSINESS:**

**NEW BUSINESS:**

**15. AWARD AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH SP PLUS CORPORATION FOR RENTAL CAR CENTER SHUTTLE BUS SERVICES:**

The Board is requested to award an agreement.

RECOMMENDATION: Adopt Resolution No. 2014-0036, awarding and authorizing the President/CEO to: (1) Issue a purchase order to SP Plus Corporation to procure sixteen (16) shuttle buses in an amount not to exceed \$7,791,277 and authorize the President/CEO to execute the purchase order; and (2) Award an Agreement to SP Plus Corporation for Rental Car Center Shuttle Services for an amount not to exceed \$29,208,723; and authorize the President/CEO to execute the agreement for (a) a term of one and one-half (1.5) years to (i) manage the procurement and delivery of sixteen (16) buses to the Authority, and (ii) test and accept the buses and the storage facilities; and (b) for a term of five (5) years, to operate the RCC buses in accordance with the Authority's defined performance specifications and standards.

**(Operations: Angela Shafer-Payne, Vice President and David Boenitz, Director, Ground Transportation)**

**WORKSHOP:**

**16. DISCUSSION REGARDING FISCAL YEAR 2015-FISCAL YEAR 2019 CAPITAL PROGRAM BUDGET:**

The Board is requested to provide direction to staff.

RECOMMENDATION: Provide direction to staff.

**(Development: Jeffrey Woodson, Vice President and Iraj Ghaemi, Director, Facilities Development)**



**CLOSED SESSION:**

**17. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Real property negotiations pursuant to Cal. Gov. Code §54954.5(b) and §54956.8:

Property: Salt Plant – 17 acre parcel located at 1470 Bay Boulevard, San Diego  
Agency Negotiators: Vernon D. Evans, Vice President, Finance/Treasurer  
Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties  
Under Negotiation: Sale – terms and conditions

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

(Cal. Gov. Code Section 54956.9(a))

Diego Concession Group, Inc. v. San Diego County Regional Airport Authority  
S.D.S.C Case No. 37-2012-00088083-CU-BT-CTL

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

(Cal. Gov. Code §54956.9(a))

Melvin R. McFarlin v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court Case No. 37-2013-00066152-CU-OE-CTL

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

(Cal. Gov. Code §54956.9(a))

Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court, North County Case No. 37-2014-00004077-CU-EI-NC

**21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Cal. Gov. Code § 54956.9(a))

People for the Ethical Treatment of Animals, Inc. v. San Diego County Regional Airport Authority and JCDecaux North America,  
U.S. Dist. Ct. for So. Dist. of CA, Case No. 14CV0532 CAB RBB

**22. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**

(Cal. Gov. Code §54956.9(a))

Cornelius White v. San Diego County Regional Airport Authority, San Diego Sup. Court Case No. 37-2013-00057745-CU-WT-CTL.  
Number of cases: 1

**23. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

Initiation of litigation pursuant to subdivision (c) of §54956.9: (1 case)

**24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**

Significant exposure to litigation pursuant to Cal. Gov. Code §54956.9(b) and Cal. Gov. Code § 54956.9(a): Jay A. Bass, et al v. San Diego City Employees' Retirement System, et al., San Diego Sup. Court Case No. 37-2013-00077566-CU-OE-CTL

Number of cases: 1

**25. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**

Significant exposure to litigation (Cal. Gov. Code §§ 54956.9 (b) and 54954.5)  
Number of potential cases: 1

Re: Investigative Order No. R9-2012-0009 by the California Regional Water Quality Control Board regarding submission of technical reports pertaining to an investigation of bay sediments at the Downtown Anchorage Area in San Diego

**REPORT ON CLOSED SESSION:**

**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.

**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:**

**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 **complete a "Request to Speak" form 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 complete a form 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 limited to eighteen (18) minutes and 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. A second Public Comment period is reserved for general public comment later in the meeting for those who could not be heard during the first Public Comment period.
- 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. Public comment on specific items is limited to twenty (20) minutes – ten (10) minutes for those in favor and ten (10) minutes for those in opposition of an item. Each individual speaker will be allowed three (3) minutes, and applicants and groups will be allowed five (5) minutes.
- 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.
- 6) 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) 400-2400 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](http://www.san.org).

**For those planning to attend the Board meeting, parking is available in the public parking lot located directly in front of the Commuter Terminal. Bring your ticket to the third floor receptionist for validation.**

**You may also reach the Commuter Terminal by using public transit via the San Diego MTS system, Route 992. For route and fare information, please call the San Diego MTS at (619) 233-3004 or 511.**

**UPCOMING MEETING SCHEDULE**

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Meeting Type</i>	<i>Location</i>
May 1	Thursday	9:00 a.m.	Regular	Board Room
June 5	Thursday	9:00 a.m.	Regular	Board Room

**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
SPECIAL BOARD AND EXECUTIVE AND FINANCE COMMITTEE MEETING  
MINUTES  
MONDAY, FEBRUARY 24, 2014  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:**

Chair Gleason called the Special Board and Executive and Finance Committee meeting to order at 9:05 a.m., Monday, February 24, 2014, in the Board Room of the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:** Board Member Cox led the Pledge of Allegiance.

**ROLL CALL:**

***Board***

Present: Board Members: Alvarez, Boland, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek

Absent: Board Members: Berman (Ex-Officio), Desmond, Farnam (Ex-Officio), Ortega (Ex-Officio)

***Executive Committee***

Present: Committee Members: Gleason, Robinson, Smisek

Absent: Committee Members: None

***Finance Committee***

Present: Committee Members: Alvarez, Cox, Hubbs, Robinson, Sessom

Absent: Committee Members: None

Also Present: Thella F. Bowens, President/CEO; Breton Lobner, General Counsel; Tony R. Russell, Director, Corporate & Information Governance/Authority Clerk; Lorraine Bennett, Assistant Authority Clerk II

## **NEW BUSINESS**

**1. APPROVAL OF MINUTES:**

**RECOMMENDATION:** Approve the minutes of the January 24, 2014, special meeting.

**ACTION:** Moved by Board Member Smisek and seconded by Chair Gleason to approve staff's recommendation. Motion carried unanimously, noting Board Member Robinson as ABSENT.

*Board Member Robinson arrived at 9:12 a.m.*

## **FINANCE COMMITTEE NEW BUSINESS**

**2. REVIEW OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SEVEN MONTHS ENDED JANUARY 31, 2014:**

Kathy Kiefer, Director, Accounting, provided a presentation on the Unaudited Financial Statements for the Seven Months Ended January 31, 2014, which included Enplanements, Gross Landing Weight Units, Car Rental License Fees, Parking Revenue, Food & Beverage Concession Revenue, Retail Concession Revenue, Total Terminal Concession Revenue; Operating Revenues for the Month Ended January 31, 2014 (Unaudited), Operating Expenses for the Month Ended January 31, 2014 (Unaudited), Financial Summary for the Month Ended January 31, 2014 (Unaudited), Nonoperating Revenue & Expenses for the Month Ended January 31, 2014 (Unaudited); Operating Revenues for the Seven Months Ended January 31, 2014 (Unaudited), Operating Expenses for the Seven Months Ended January 31, 2014 (Unaudited), Financial Summary for the Seven Months Ended January 31, 2014 (Unaudited), Nonoperating Revenues & Expenses for the Seven Months Ended January 31, 2014 (Unaudited), and Statements of Net Position (Unaudited).

Board Member Cox requested that the colors and definition of the lines in the graphs be consistent.

**RECOMMENDATION:** Receive the report.

**3. REVIEW OF THE AUTHORITY'S INVESTMENT REPORT AS OF JANUARY 31, 2014:**

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Review of the Authority's Investment Report As of January 31, 2014, which included Total Portfolio Summary, Portfolio Composition by Security Type, Portfolio Type by Credit Rating, Portfolio Composition by Maturity Distribution, Benchmark Comparison, Detail of Security Holdings, Portfolio Investment Transactions, Bond Proceeds Summary, and Bond Proceeds Investment Transactions.

**RECOMMENDATION:** Receive the report.

**ACTION:** Moved by Board Member Robinson and seconded by Board Member Hubbs to accept the staff's recommendation for Items 2 and 3. Motion carried unanimously.

**4. PRESENTATION ON COMMERCIAL PAPER PROGRAM:**

Vernon Evans, Vice President, Finance/Treasurer provided a presentation on the Commercial Paper Program, which included Rationale for a Commercial Paper (CP) Program, Features of the CP Program, Taxable Historical Interest Rates, Tax-Exempt Historical Interest Rates, Background: Authority's CP Program, Recent CP Market Developments, Options, and Timetable.

Chair Gleason announced that Item 6 would be heard at this time.

**6. SAN DIEGO CITY EMPLOYEES' RETIREMENT SYSTEM UPDATE:**

Mark Hovey, Chief Executive Officer, San Diego City Employees' Retirement System, and Liza Crisafi, Chief Investment Officer, San Diego City Employees' Retirement System (SDCERS), provided a presentation on the June 30, 2013 Investment Returns & Actuarial Valuation, which included Historical Investment Performance, Total Fund Returns (Fiscal Year), Actual Asset Allocation As of June 30, 2013, The Actuarial Valuation Process, Key Results, Changes Since Last Valuation, Historical Trends Assets and Liabilities, Projections, and SDCERS Projections.

In response to Board Member Hubbs regarding whether the recent changes by the California Public Employees' Pension Reform Act (PEPRA) legislation will impact the Authority's unfunded liability in the long-term valuation, Mr. Hovey stated that the information will be provided to the Actuarial and SDCERS will report back to the Board.

In response to Board Member Sessom's concerns regarding the disconnect between the higher than anticipated salaries and less than expected Employee contributions, Mr. Hovey stated that SDCERS will provide clarification regarding this issue. She questioned how the wage increases was overlooked and not previously included in the Valuation.

**ACTION: No action taken.**

**5. DISCUSSION REGARDING FISCAL YEAR 2015 AND FISCAL YEAR 2016 OPERATING BUDGETS:**

Thella F. Bowens, President/CEO, introduced the Fiscal Year 2015 and Fiscal Year 2016 Operating Budgets Agenda, and presented the Organizational Strategies.

Scott Brickner, Director, Financial Planning and Budget, provided a presentation on the Fiscal Year 2015 and Fiscal Year 2016 Operating Budgets, which included Economic Update, Moody's Report, Budget Objectives, Authority Financial Snapshot, Budget Challenges, Governmental Accounting Standards Board (GASB) Statement 68, Budget Guidelines, and Budget Calendar.

Board Member Cox requested that staff add a bullet to the Fiscal Year 2015 – Fiscal Year 2016 Budget Guidelines for Cost Efficiencies, Savings, and reduced expenses.

Board Member Robinson requested staff to provide the projected increase in Enplanements for Fiscal Year 2012 and Fiscal Year 2013.

Board Member Hubbs requested staff to provide a report regarding funding and the long term plan for facilities replacement.

RECOMMENDATION: Provide direction to staff.

**ACTION: No action taken.**

### **EXECUTIVE COMMITTEE NEW BUSINESS**

**7. PRE-APPROVAL OF TRAVEL REQUESTS AND APPROVAL OF BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REQUESTS FOR BOARD MEMBERS, THE PRESIDENT/CEO, THE CHIEF AUDITOR AND GENERAL COUNSEL:**

RECOMMENDATION: Pre-approve travel requests and approve business and travel expense reimbursement requests.

**ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to accept staff's recommendation. Motion carried, noting Chair Gleason's ABSTENTION.**

### **REVIEW OF FUTURE AGENDAS**

**8. REVIEW OF THE DRAFT AGENDA FOR THE MARCH 6, 2014, BOARD MEETING:**

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the March 6, 2014 Board Meeting.

In regard to Item 13, "Rental Car Center Bus Procurement And Operation Contract Approval", Ms. Bowens requested that the item be pulled from this Agenda, and added to the April Board Agenda.

**9. REVIEW OF THE DRAFT AGENDA FOR THE MARCH 6, 2014, AIRPORT LAND USE COMMISSION MEETING:**

Thella F. Bowens, President/CEO, provided an overview of the draft agenda for the March 6, 2014 ALUC Meeting.

In regard to Item 2, "Consistency Determination – Report of Land use Actions Determined To Be Consistent With Airport Land Use Compatibility Plans", it was noted that the item would be removed from the Agenda, due to there being no Consistency Determinations for the month of February.

**ACTION: Moved by Board Member Smisek and seconded by Board Member Robinson to accept Items 8 and 9 as amended. Motion carried unanimously.**

***BOARD BUSINESS***

**CLOSED SESSION:** The Board recessed into Closed Session at 10:37 a.m. to discuss Item 10.

**10. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Real Property negotiations pursuant to Cal. Gov. Code §54954.5(b) and §54956.8:

Property: 2980 Pacific Highway, San Diego, California

Agency Negotiators: Vernon D. Evans, Vice President, Finance/Treasurer and Troy Ann Leech, Director, Aviation & Commercial Business

Negotiating Party: President/CEO, San Diego World Trade Center

Under Negotiation: New or amended lease.

**REPORT ON CLOSED SESSION:** The Board reconvened into open session at 11:02 a.m. Chair Gleason reported that the Board provided direction to staff.

**COMMITTEE MEMBER COMMENTS:** None.

**ADJOURNMENT**

The meeting was adjourned at 11:03 a.m. The next meeting of the Executive and Finance Committee will be held on Monday, March 24, 2014, at 9:00 a.m. in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 N. Harbor Drive, San Diego, CA 92101.



APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY THIS 3<sup>RD</sup> DAY OF APRIL, 2014.

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
FRIDAY, FEBRUARY 28, 2014 AND SATURDAY, MARCH 1, 2014  
SAN DIEGO INTERNATIONAL AIRPORT  
ORVILLE AND WILBUR WRIGHT CONFERENCE ROOM**

**CALL TO ORDER:**

Chair Gleason called the special meeting of the San Diego County Regional Airport Authority Board to order at 12:32 P.M., on Friday, February 28, 2014, in the Orville and Wilbur Wright Conference Room at the San Diego International Airport, 3225 N. Harbor Drive, San Diego, CA 92101.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

PRESENT: Board Members: Boland, Desmond, Gleason, Hubbs,  
Robinson, Sessom, Smisek

ABSENT: Board Members: Alvarez, Cox, Berman (Ex Officio), Reyes  
(Ex Officio)

ALSO PRESENT: Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel;  
Tony R. Russell, Director, Corporate Services/Authority Clerk

**BOARD WORKSHOP:**

Trudy Sopp, Ph.D., Co-Director, the Centre for Organization Effectiveness, facilitated Board discussions regarding industry updates, Fiscal Year 2015 organizational goals, Capital Programs/Needs, Future Board Agenda Items and the Board Work Plan.

**1. INDUSTRY UPDATE AND DISCUSSION:**

Stephen D. Van Beek, Executive Director of Policy and Strategy, provided a presentation on San Diego's Place in the NAS in a time of Change, which included a review of global, national and San Diego air traffic; changing airline business models and airports: consolidation, a changing Southwest and competition; and the FAA MAC and industry policy: a window of opportunity.

*The Board recessed at 2:30 p.m. and reconvened at 2:55 p.m.*

- 2. DISCUSSION REGARDING BUDGET GOALS AND CAPITAL BUDGETS:**  
Thella F. Bowens, President/CEO and Scott Brickner, Director, Business and Financial Management provided a presentation on the Fiscal Year 2015 Organizational Goals

Jeffrey Woodson, Vice President, Development, provided a presentation on the Capital Program Budget which included CIP Project Development Process, Capital Program Overview, Fiscal Year 2014-2018 Capital Program – Sources of Funds, Project Location, Project Status and Proposed Fiscal Year 2015-2019 Capital Projects.

***The Board adjourned the meeting at 4:35 p.m. to Saturday, March 1, 2014 at 8:30 a.m.***

***The Board reconvened at 8:55 a.m. on Saturday, March 1, 2014. Board Members Alvarez, Berman (Ex Officio) and Reyes (Ex Officio) were ABSENT.***

- 2. DISCUSSION REGARDING CAPITAL BUDGETS (Continued from March 1, 2014):**  
The Board continued its discussion on proposed Fiscal Year 2015-2019 Capital Projects.

*The Board recessed at 9:42 a.m. and reconvened at 9:55 a.m.*

- 3. PRESENTATION ON THE LEADERSHIP-VALUE CHAIN & EMPLOYEE PERFORMANCE:**  
Ken Blanchard, Ph.D., Chief Spiritual Officer, The Blanchard Companies discussed the concept of Leadership-Value Chain and employee performance, which included defining the importance of leadership capacity, organizing the data, defining the elements, strategic leadership, operational leadership, employee passion, customer devotion, and organizational vitality. The presentation also included the importance of contemporary organizations striving to be the provider of choice, the investment of choice, and the employer of choice. Mr. Blanchard explained that this focus on the “triple bottom line” has evolved from organization’s earlier focus only on the “bottom line” or profit.
- 4. REVIEW OF THE AIRPORT SERVICES QUALITY SURVEY:**  
Arturo Garcia-Alonso, Assistant Director, Facilitation & Airport IT, Airports Council International – World provided a presentation on How the World’s Airports are using ACI ASQ KPI’s to Improve Passenger Satisfaction Efficiently, which included an introduction to Airports Council International; Introduction to Airport Service Quality (ASQ); How Airports Use the ASQ Survey Key Performance Indicators (KPI) to Manage the Passenger Experience; and Examples of Using ASQ for Different Airports.

**5. REVIEW AND DISCUSSION OF FUTURE BOARD AGENDA ITEMS AND BOARD WORK PLAN:**

Thella F. Bowens, President/CEO provided an overview of the Board Work Plan and Future Agenda Items.

**ADJOURNMENT:** The meeting was adjourned at 1:17 p.m.

APPROVED BY A MOTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY THIS 3<sup>rd</sup> DAY OF APRIL, 2014.

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TONY R. RUSSELL  
DIRECTOR, CORPORATE AND  
INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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**DRAFT  
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, MARCH 6, 2014  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM**

**CALL TO ORDER:** Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:04 a.m. on Thursday, March 6, 2014, in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 North Harbor Drive, San Diego, CA 92101.

**ROLL CALL:**

**PRESENT:** Board Members: Alvarez, Berman (Ex Officio), Boland, Cox, Farnam (Ex Officio), Gleason, Hubbs, Robinson, Sessom, Smisek

**ABSENT:** Board Members: Desmond, Ortega (Ex Officio)

**ALSO PRESENT:** Thella F. Bowens, President/CEO; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk; Lorraine Bennett, Assistant Authority Clerk II

**PLEDGE OF ALLEGIANCE:** Board Member Sessom led the Pledge of Allegiance.

*Board Member Alvarez arrived during the course of the meeting.*

**PRESENTATION:**

**A. RECOGNITION OF BOND TEAM:**

Vernon Evans, Vice President, Finance/Treasurer, provided a Presentation on The Bond Financing Team, which included 2010 Bond Deal Structure, 2013 Bond Deal Structure, 2014 Bond Deal Structure, and Financing Team.

The Board recognized and thanked Authority retiree, Vernon Evans, for his service to the Authority.

Chair Gleason announced that Item 16 would be heard at this time.

**WORKSHOP:**

**16. UPDATE ON GROUND TRANSPORTATION OPERATIONAL FRAMEWORK:**

Angela Shafer-Payne, Vice President, Operations; David Boenitz, Director, Ground Transportation; and Scott Brickner, Director, Financial Planning and Budget, provided an update on the Ground Transportation Operational Framework, which included Ground Transportation Cost Recovery Program - Cost Recovery Methodology, Ground Transportation Expenses Comparison, Cost Recovery Fee Calculation, Permit Fee Calculation – CSR Usage Calculation, Ground Transportation Permit And Trip Fees; Operational Challenges – Alternative Fuel Vehicle (AFV)/Clean Air Vehicle (CAV) Equipment Availability, Taxicab and Vehicle for Hire Memorandum of Agreement, Airport Taxicab Availability, Passenger Wait Times, Proposed Hold Lot Relocation, Airport Ground Transportation Passenger Satisfaction Survey, Taxicab Permit Transferability; Business/Operational Models – Consortium (open/limited) System, Concession (closed/restricted) System, and Summary and Next Steps.

Board Member Sessom expressed concerns with the assumptions as to when the conversion for the different modes will happen. She also questioned if it would be possible to have an electronic message board to display taxicab wait times and possibly provide options for access to alternative transportation that would be available immediately, and the need to relocate the hold lot due to possible changes in business models such as the Transportation Network Companies.

Board Member Alvarez questioned how the cost recovery fee allocations will be adjusted if the private Transportation Network Companies are permitted. He also expressed concern with taxicab wait times.

Chair Gleason questioned the calculation and presentation of the vehicle safety appearance inspection data and suggested that staff consult with the Audit Department to establish an audit plan that is more statistically valid.

*The Board recessed at 10:36 a.m. and reconvened at 10:53 a.m.*

ADRIAN KWIATKOWSKI, SAN DIEGO, representing Transportation Alliance Group (TAG) provided a presentation on the San Diego International Airport ground transportation issues. He also submitted a written communication by TAG regarding a proposed Vehicle Conversion Rebate Program, dated November 5, 2013.

LISA MCGHEE, expressed concern with the Cost Recovery Fee Calculation based upon vehicle mode, its impact on the amount of trips by each operator, and the method for collecting the fees.

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KARAN MODY, SAN DIEGO, representing Prime Time Shuttle, spoke regarding his company's progress to convert their fleet and stated that he looked forward to expanding its opportunity to serve the Airport's transportation needs.

XEMA JACOBSON, SPRING VALLEY, representing Super Shuttle, requested that the Board consider changing to the concession model.

ALEX TEGEGNE, SAN DIEGO, requested consideration for fewer restrictions on taxicab sticker allocation. He also spoke in support of vehicle permit transferability privileges.

JACK HOGAN, NEWPORT BEACH, representing Clean Energy, stated its commitment to working with ground transportation providers to provide alternative fuel.

TONY HUESO, SAN DIEGO, representing USA Cab and San Diego Transport Association, spoke in support of vehicle permit transferability and, consideration of a dedicated taxi lane on Harbor Drive to alleviate issues associated with passenger taxicab wait times.

MARGO TANGUAY, SAN DIEGO, suggested an educational process regarding the issue of vehicle permit transferability, that City taxicabs be considered during peak times, and spoke in support of continuation of the Memorandums of Agreement.

KAMRAN HAMIDI, SAN DIEGO, representing San Diego Taxi Association, provided a copy of the Association's response to the San Diego International Airport Commercial Ground Transportation SWOT Analysis, to address needed ground transportation and commercial vehicle improvements. He also spoke in support of the proposed Taxi Hold Lot Relocation.

Board Member Alvarez suggested that the premium being assessed to those who have not converted, could be utilized to incentivize conversions.

Board Member Sessom questioned if a concession can be used for only one mode of ground transportation. She suggested that the Authority consider go to concessions if they are better and that shuttles be considered.

Chair Gleason requested staff to include performance metrics in the Memorandums of Agreement if the Authority continues to use them. He also suggested that the Authority consider ways to improve technology and facilities for ground transportation improvements. He also suggested that staff consider shuttles as the way to pilot a concessions program. Board Member Alvarez suggested that the Authority should be active in discussions with the Public Utilities Commission regarding the Greater California Livery Association (GCLA) Petition.

Board Member Smisek suggested that staff investigate whether the Authority can take part in the GCLA Petition.

Chair Gleason requested that staff provide the Board with an update on the status of upgrading ground transportation technology and facilities. He also stated that the Authority needs to find ways to help drivers comply with the conversion mandate.

RECOMMENDATION: Receive the update.

**ACTION: Moved by Board Member Robinson and seconded by Board Member Sessom to extend the Taxicab and Vehicle for Hire Memorandum of Agreements to October 31, 2014, to allow staff time to develop performance measures related to customer satisfaction, taxi availability, and vehicle appearance and driver professionalism; direct staff to come back with the pros and cons and a timeframe for a concessions model for shuttles only; direct General Counsel to investigate whether the Authority can participate in the California Public Utilities Commission Petition regarding the Greater California Livery Association; direct staff to plan for an incentive conversion program that is workable and legal; and that staff provide clarification and a timeframe for increasing and/or enhancing the technology and facilities associated with ground transportation, including the proposed taxicab hold lot relocation. The Board also directed staff to provide a comprehensive update in September, 2014 regarding these directives, and to report back in May, 2014 regarding the feasibility of a concession for shuttles. Motion carried by the following vote: YES – Alvarez, Boland, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT - Desmond. (Weighted Vote Points: YES - 88; NO - 0; ABSENT- 12).**

*The Board recessed at 12:11 p.m. and reconvened at 12:13 p.m.*

**CONSENT AGENDA (Items 1-12):**

Board Member Robinson requested that Item 10 be pulled from the Consent Agenda to abstain from the vote, due to a potential conflict of interest.

**ACTION: Moved by Board Member Robinson, and seconded by Board Member Smisek to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Alvarez, Boland, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT – Desmond. (Weighted Vote Points: YES - 88; NO - 0; ABSENT- 12).**

**1. APPROVAL OF MINUTES:**

RECOMMENDATION: Approve the minutes of the February 6, 2014, 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.
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JANUARY 13, 2014 THROUGH FEBRUARY 9, 2014 AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JANUARY 13, 2014 THROUGH FEBRUARY 9, 2014:**  
RECOMMENDATION: Receive the report.
4. **MARCH 2014 LEGISLATIVE REPORT:**  
RECOMMENDATION: Adopt Resolution No. 2014-0013, approving the March 2014 Legislative Report.
5. **ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:**  
RECOMMENDATION: Adopt Resolution No. 2014-0020, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.
6. **DISPOSITION OF SURPLUS PROPERTY:**  
RECOMMENDATION: Adopt Resolution No. 2014-0014, authorizing the Disposition of Surplus Property (Materials and/or Equipment) by; 1) donating electronic surplus to San Diego Futures Foundation (SDFF), 2) sale to the highest bidder, and 3) recycling.

#### **CLAIMS**

7. **REJECT THE CLAIM OF JENNIFER CAIN:**  
RECOMMENDATION: Adopt Resolution No. 2014-0015, rejecting the claim of Jennifer Cain.

#### **COMMITTEE RECOMMENDATIONS**

8. **QUARTERLY AUDIT ACTIVITIES REPORT – FISCAL YEAR 2014 SECOND QUARTER, AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the report.

9. **REVISION TO THE FISCAL YEAR 2014 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:**  
RECOMMENDATION: The Audit Committee recommends that the Board accept the information.

**CONTRACTS AND AGREEMENTS**

10. **AWARD A CONTRACT TO HAZARD CONSTRUCTION COMPANY TO RELOCATE CELL PHONE LOT PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:**  
ACTION: This item was pulled from the Consent Agenda to be voted on separately.
11. **AWARD A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC., FOR QUIETER HOME PROGRAM PHASE 7, GROUP 8 (34 NON-HISTORIC UNITS ON 1 RESIDENTIAL PROPERTY LOCATED WEST OF THE AIRPORT):**  
RECOMMENDATION: Adopt Resolution No. 2014-0017, awarding a contract to G&G Specialty Contractors, Inc., in the amount of \$693,900, for Phase 7, Group 8, Project No. 380708, of the San Diego County Regional Airport Authority's Quieter Home Program.

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

12. **AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH GENERAL NETWORKS CORPORATION FOR THE PURCHASE AND IMPLEMENTATION OF AN ENTERPRISE CONTENT MANAGEMENT SYSTEM ("ECMS"):**  
RECOMMENDATION: Adopt Resolution No. 2014-0009, authorizing the President/CEO to negotiate and execute an agreement with General Networks Corporation in an amount not-to-exceed \$1,500,000 for a three (3) year term, with an option for two (2) one-year extensions, which may be exercised at the sole discretion of the President/CEO, for the purchase and implementation of an ECMS.

**ITEM(S) REMOVED FROM THE CONSENT AGENDA**

10. **AWARD A CONTRACT TO HAZARD CONSTRUCTION COMPANY TO RELOCATE CELL PHONE LOT PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2014-0016, awarding a contract to Hazard Construction Company, in the amount of \$584,122, for Project No. 104174, Relocate Cell Phone Lot at San Diego International Airport.
- ACTION: Moved by Board Member Boland, and seconded by Board Member Smisek to approve staff's recommendation. Motion carried by the following vote: YES – Alvarez, Boland, Cox, Gleason, Hubbs, Sessom, Smisek; NO - None; ABSENT – Desmond, Robinson. (Weighted Vote Points: YES - 80; NO - 0; ABSENT- 20).**

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

***STANDING BOARD COMMITTEES***

- **AUDIT COMMITTEE:**  
None.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Boland reported that the Committee will meet on April 15, 2014. He reported that he recently toured the Airport's north side for the proposed Rental Car Center and Landmark FBO.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
None.
- **FINANCE COMMITTEE:**  
None.

***ADVISORY COMMITTEES***

- **AUTHORITY ADVISORY COMMITTEE:**  
Board Member Smisek reported that the Committee met on February 26, 2014 to discuss the Airport Development Plan.
- **ART ADVISORY COMMITTEE:**  
Chair Gleason reported that the Commuter Terminal east wall art installation is complete. He reported that the pedestrian bridge sculptures in the Green Build installations are complete. He also announced the upcoming Art and Culture Symposium on March 7<sup>th</sup> through 9<sup>th</sup>, titled "Aesthetics and Authenticity", at the new Central Library.

***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**  
Board Member Robinson reported that the Airport Land Use Compatibility Plan (ALUC) staff is evaluating the City of San Diego Proposal presented at the February Board meeting regarding limitations on residential units within mixed use projects, with a report of findings anticipated to be presented at the April 6, 2014 ALUC Meeting.
- **CALTRANS:**  
None.

- **INTER-GOVERNMENTAL AFFAIRS:**  
Board Member Cox reported that on March 4<sup>th</sup>, the Obama Administration released its Fiscal Year 2015 budget, and has proposed raising the Passenger Facility Charge cap from the current level of \$4.50 to \$8.00. He reported that the Administration has also proposed eliminating entitlements for large hub airports and reducing Airport Improvement Program funding from the current level of \$3.25 billion to \$2.9 billion. He further reported that the Administration's budget also proposes increasing the number of Customs and Border Protection officers by 2000 and that the President's budget would also provide \$1.25 billion to continue the Transportation Investment Generating Economic Recovery (TIGER) grant program.
- **MILITARY AFFAIRS:**  
None.
- **PORT:**  
None.

#### ***BOARD REPRESENTATIVES (EXTERNAL)***

- **SANDAG TRANSPORTATION COMMITTEE:**  
Board Member Smisek reported that the Committee met on February 21, 2014 regarding budget amendments to the Finance Plan, estimated growth in revenue and expenses for Fiscal Year 2015-2019 for Transnet, Interstate 805 Trolley Station plan at 47<sup>th</sup> Street in San Diego, and performance measurements on successes for the regional plan in to the future.
- **WORLD TRADE CENTER:**  
Chair Gleason reported that discussions are ongoing with the World Trade Center regarding the use of the building on Pacific Highway.

#### **CHAIR'S REPORT:**

Chair Gleason thanked the Board for its participation at the Board Retreat on February 28<sup>th</sup> and March 1<sup>st</sup>. He reported that Board Member's Cox and Robinson will be attended the upcoming Chamber Mission to Mexico, along with Board Member Alvarez who will be representing the City of San Diego.

#### **PRESIDENT/CEO'S REPORT:**

Thella Bowens, President/CEO reported that the Green Build closeout is on target. She reported that San Diego International Airport was the recent recipient of three awards by the *Airport Revenue News* Best Airports and Concessions.

**NON-AGENDA PUBLIC COMMENT:** None.

**CONSENT AGENDA (Items 1-12):**

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

*Board Member Alvarez left the meeting at 12:24 p.m.*

**NEW BUSINESS:**

13. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A HEATING, VENTILATION, AND AIR CONDITIONING MAINTENANCE AND REPAIR SERVICE AGREEMENT WITH PACIFIC RIM MECHANICAL CONTRACTORS, INC.:**

Murray Bauer, Director, Facilities Management, provided an overview of the Staff Report.

**RECOMMENDATION:** Adopt Resolution No. 2014-0018, approving and authorizing the President/CEO to execute a Heating, Ventilation and Air Conditioning Maintenance and Repair Service agreement with Pacific Rim Mechanical Contractors, Inc., for a term of three years, with the option for two one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed amount of \$8,074,308, to provide heating, ventilation and air conditioning maintenance and repair services at San Diego International Airport.

**ACTION:** Moved by Board Member Cox, and seconded by Board Member Sessom to approve staff's recommendation. Motion carried by the following vote: YES – Boland, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT – Alvarez, Desmond. (Weighted Vote Points: YES - 75; NO - 0; ABSENT- 25).

14. **RESCIND BOARD RESOLUTION 2013-0017; AND APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A SITE LEASE AGREEMENT AND SOLAR POWER PURCHASE AGREEMENT TO FINANCE, DESIGN, INSTALL, OPERATE, AND MAINTAIN A SOLAR PHOTOVOLTAIC GENERATING SYSTEM WITH BORREGO SOLAR SYSTEMS, INC., AT SAN DIEGO INTERNATIONAL AIRPORT:**

Bob Bolton, Director, Airport Design & Construction, provided a presentation on the Site Lease Agreement and Solar Power Agreement for a Solar Photovoltaic Generating System at San Diego International Airport, which included Project History, Proposed Solar Implementation Plan, Solar Generating System Proposal, Solar Generating System Comparison, and Present & Future Demand.

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**RECOMMENDATION:** Adopt Resolution No. 2014-0019, rescinding Resolution 2013-0017 and approving and authorizing the President/CEO to negotiate and execute: (1) a site lease agreement with Borrego Solar Systems, Inc., for the development and installation of a solar photovoltaic ("PV") generating system, for a maximum term of 20 years; and (2) a solar power purchase agreement with Borrego Solar Systems, Inc., to finance, design, install, operate, and maintain the solar PV generating system for an amount not-to-exceed \$15,000,000 and a maximum term limit of 20 years, at San Diego International Airport.

**ACTION:** Moved by Board Member Cox, and seconded by Board Member Boland to approve staff's recommendation. Motion carried by the following vote: YES – Boland, Cox, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT – Alvarez, Desmond. (Weighted Vote Points: YES - 75; NO - 0; ABSENT- 25).

**15. NUMBER NOT USED**

**CLOSED SESSION:** The Board recessed in to Closed Session at 12:34 p.m. to discuss Items 19, 20, and 21.

**17. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Real property negotiations pursuant to Cal. Gov. Code §54954.5(b) and §54956.8:

Property: Salt Plant – 17 acre parcel located at 1470 Bay Boulevard, San Diego

Agency Negotiators: Vernon D. Evans, Vice President, Finance/Treasurer

Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties

Under Negotiation: Sale – terms and conditions

**18. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Real Property negotiations pursuant to Cal. Gov. Code §54954.5(b) and §54956.8:

Property: 2980 Pacific Highway, San Diego, California

Agency Negotiators: Vernon D. Evans, Vice President, Finance/Treasurer and Troy Ann Leech, Director, Aviation & Commercial Business

Negotiating Party: President/CEO, San Diego World Trade Center

Under Negotiation: New or amended lease.

19. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code Section 54956.9(a))  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority S.D.S.C Case No. 37-2012-00088083-CU-BT-CTL
20. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a))  
Melvin R. McFarlin v. San Diego County Regional Airport Authority, et al.,  
San Diego Superior Court Case No. 37-2013-00066152-CU-OE-CTL
21. **CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal.Gov. Code §54956.9(a))  
Dryden Oaks, LLC v. San Diego County Regional Airport Authority, et al.  
San Diego Superior Court, North County Case No. 37-2014-00004077-CU-  
EI-NC
22. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Initiation of litigation pursuant to subdivision (c) of §54956.9: (1 case)
23. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
AND EXISTING LITIGATION:**  
Significant exposure to litigation pursuant to Cal. Gov. Code §54956.9(b)  
and Cal. Gov. Code § 54956.9(a): Jay A. Bass, et al v. San Diego City  
Employees’ Retirement System, et al., San Diego Sup. Court Case No. 37-  
2013-00077566-CU-OE-CTL  
Number of cases: 1
24. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Significant exposure to litigation (Cal. Gov. Code §§ 54956.9 (b) and  
54954.5)  
Number of potential cases: 1  
Re: Investigative Order No. R9-2012-0009 by the California Regional  
Water Quality Control Board regarding submission of technical reports  
pertaining to an investigation of bay sediments at the Downtown  
Anchorage Area in San Diego

**REPORT ON CLOSED SESSION:** The Board reconvened into Open Session at 1:10 p.m. There was not reportable action.

**NON-AGENDA PUBLIC COMMENT:** None.

**GENERAL COUNSEL REPORT:** None.

**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:** None.

**ADJOURNMENT:** The meeting was adjourned at 1:11p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL  
AIRPORT AUTHORITY BOARD THIS 3<sup>rd</sup> DAY OF APRIL, 2014.

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TONY R. RUSSELL  
DIRECTOR, CORPORATE AND  
INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**2**

Meeting Date: **APRIL 3, 2014**

**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. 2009-0149R, 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.

***The Board is also being requested to pre-approve Board Member attendance at briefings by representatives of a local police department or a state or federal governmental agency regarding safety, security, immigration or customs affecting San Diego International Airport.***

**Fiscal Impact:**

Board and Committee Member Compensation is included in the FY 2014 Budget.

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**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. 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. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY R. RUSSELL  
DIRECTOR, CORPORATE & INFORMATION GOVERNANCE/AUTHORITY CLERK

**GREG COX**

SDCRAA

MAR 24 2014

Corporate Services

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**

Period Covered: MARCH 1-31, 2014

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. 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 Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
GREG COX		MARCH 24, 2014
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. 2009-0149R	Date: MARCH 1, 2014 Time: 8:30am Location: SDIA	SPECIAL BOARD MEETING BOARD WORKSHOP
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MARCH 6, 2014 Time: 9:00am Location: SDIA	SDCRAA BOARD MEETING AIRPORT LAND USE COMMISSION MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MARCH 10, 2014 Time: 9:00am Location: SDUPD	SDUPD / SDCRAA JOINT RELATIONS COMMITTEE MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: MARCH 24, 2014 Time: 9am Location: SDIA	SPECIAL BOARD MEETING EXECUTIVE / FINANCE COMMITTEE MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: \_\_\_\_\_

*Greg Cox*

**ROBERT GLEASON**

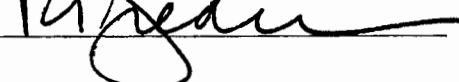
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: MARCH 2014

**SDCRAA**  
**MAR 27 2014**  
**Corporate Services**

**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. 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 Tony Russell, Authority Clerk.

<b>BOARD MEMBER NAME: (Please print)</b>		<b>DATE OF THIS REPORT:</b>
ROBERT H. GLEASON		March 27, 2014
<b>TYPE OF MEETING</b>	<b>DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING</b>	<b>SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING</b>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 1, 2014 Time: 8:30 am Location: SDCRAA offices	Board Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 6, 2014 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 8, 2014 Time: 8:30 am Location: SD Main Library	Day 1: Airport Symposium; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 9, 2014 Time: 9:00 am Location: SD Main Library	Day 2: Airport Symposium; spoke on behalf of the Airport Authority
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: March 10, 2014 Time: 9:00 am Location: Port offices	Port – Airport Leaders meeting with Port Commission Chair
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: March 21, 2014 Time: 7:00 am Location: SDCRAA offices	WTCSO Executive Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 24, 2014 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: March 27, 2014 Time: 10:00 am Location: Economy Parking lot	Opening Dedication of the New Economy Parking Lot; spoke on behalf of the Airport Authority

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

Signature: 

**LLOYD HUBBS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: March 2014

**SDCRAA**  
**MAR 26 2014**  
**Corporate Services**

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0149R. 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 Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT:
LLOYD HUBBS		3/24/14
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. 2009-0149R	Date: 3/6/14 Time: 9:00 - 12:00 Location: BOARD RM	Board Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/17/14 Time: 9:00 - 11:00 Location: SANDAG. BD	SANDAG TRANSPORTATION
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 3/24/14 Time: 9:00 - 10:00 Location: BOARD RM	FINANCE COMM.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: Lloyd Hubbs



**TOM SMISEK**

## SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

## Board Member Event/Meeting/Training Report Summary

Period Covered: MARCH 1-31, 2014

Directions: This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. 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 Tony Russell, Authority Clerk.

BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT
Tom SMISEK		MARCH 24, 2014
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: MARCH 1, 2014 Time: 8:30 AM Location: SDIA	SDCRAA SPECIAL BOARD MEETING.
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: MARCH 6, 2014 Time: 9:00 AM Location: SDIA	SDCRAA BOARD MEETING
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: MARCH 7, 2014 Time: 9:00 AM Location: SANDAG	SANDAG TRANSPORTATION COMMITTEE MEETING, SDCRAA REPRESENTATIVE
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: MARCH 21, 2014 Time: 9:00 AM Location: SANDAG	SANDAG TRANSPORTATION COMMITTEE MEETING, SDCRAA REPRESENTATIVE
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: MARCH 24, 2014 Time: 9:00 AM Location: SDIA	SDCRAA EXECUTIVE/FINANCE COMMITTEES MEETINGS.
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	

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

Signature: 



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**3**

Meeting Date: **APRIL 3, 2014**

**Subject:**

**Awarded Contracts, Approved Change Orders from February 10, 2014 through March 9, 2014 and Real Property Agreements Granted and Accepted from February 10, 2014 through March 9, 2014**

**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 agreements is identified as Consideration on Attachment B.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

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**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.

**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 10, 2014 - MARCH 9, 2014**

 <p align="center"><b><u>New Contracts</u></b></p>							
Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
12/24/13	N/A	USDA - Wildlife Services	The Contractor will provide professional predator control services to protect the endangered California least tern at both the San Diego International Airport and the Chula Vista Wildlife Refuge sites. USDA- Wildlife Services is authorized by the United States Fish & Wildlife and has provided service at these sites for over 19 years, and is the most appropriate and qualified agency to continue predator control services during the California least tern nesting season.	Single Source	P. Manasjan	\$ 250,000.00	12/31/18
02/18/14	N/A	Vivid Commerce, Inc. dba Jacob Tyler Creative Group	The Contractor will provide website design services for San Diego International Airport's internet website.	Informal RFP	D. Lucero	\$ 24,999.00	02/13/15
02/13/14	N/A	DFS Flooring, Inc.	The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	01/30/17
02/13/14	N/A	On the Spot Flooring	The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	01/30/17
02/13/14	N/A	Xtreme Floor Covering Specialist	The Contractor is one of three pre-qualified and approved to bid on on-call flooring services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	01/30/17
02/28/14	N/A	Mary Stathoulis dba Modern Painting	The Contractor is one of three pre-qualified and approved to bid on on-call painting services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	02/19/17
02/28/14	N/A	A- TEAM Contractors, Inc.	The Contractor is one of three pre-qualified and approved to bid on on-call painting services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool of contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	02/19/17
02/28/14	N/A	David C. Allen dba Allen Analytics	The Contractor will provide professional services needed for employee opinion surveys for San Diego County Regional Airport Authority.	Informal RFP	K. Gering	\$ 44,000.00	12/31/16
 <p align="center"><b><u>New Contracts Approved by the Board</u></b></p>							
Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
02/25/14	380709	S & L Specialty Contracting, Inc.	This contract was approved by the Board at the February 6, 2014 Board Meeting. The Contractor will provide sound attenuation treatment to residences included in Phase 7, group 9 of the Quieter Home Program.	RFB	S. Knack	\$ 1,238,550.00	12/20/14

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**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN FEBRUARY 10, 2014 - MARCH 9, 2014**



**Amendments and Change Orders**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description of Change</b>	<b>Previous Contract Amount</b>	<b>Change Order Value (+ / -)</b>	<b>Change Order Value ( % ) (+ / -)</b>	<b>New Contract Value</b>	<b>New End Date</b>
02/10/14	N/A	Ameri-Mex Plumbing, Inc.	The First Amendment extends the term of the contract ninety days to complete approved Task Orders for on-call plumbing services in process prior to the execution of new contracts at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/29/2014
02/14/14	N/A	Are & R Plumbing, Inc.	The First Amendment extends the term of the contract ninety days to complete approved Task Orders for on-call plumbing services in process prior to the execution of new contracts at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/29/2014
03/03/14	N/A	Wirtz Quality Installations, Inc.	The First Amendment extends the term of the contract ninety days to complete approved Task Orders for on-call flooring services in process prior to the execution of new contracts at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/28/2014
03/03/14	N/A	Xtreme Floor Covering Specialists, Inc.	The First Amendment extends the term of the contract ninety days to complete approved Task Orders for on-call flooring services in process prior to the execution of new contracts at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/28/2014



**Amendments and Change Orders - Approved by the Board**

01/23/14	N/A	AECOM USA, Inc.	The Seventh Amendment was approved by the Board at the October 3, 2013 Board Meeting. The Seventh Amendment extends the term of the contract one year to provide Program Management/Construction Management services at San Diego International Airport. There is no increase in compensation.	\$ 126,700,000.00	\$ -	0%	\$ 126,700,000.00	12/31/2014
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## Attachment "B"

## REAL PROPERTY AGREEMENTS EXECUTED FROM FEBRUARY 10, 2014 TO MARCH 9, 2014

**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
10/1/13 - 12/31/17	LE - 0796	Southwest Air Dynamics, Inc.	License Agreement for Ground Handling and Support Services	SDIA	Ground Handling and Supprt Services	N/A	The greater of \$150 or 8% of gross income monthly	N/A
7/1/2013-6/30/2018	LE0790	Ameriflight, Inc.	Airline Operating and Lease Agreement	SDIA	Scheduled air cargo service	N/A	Annual Landing and Surcharge fees of \$15,186.	N/A
7/1/2013-6/30/2018	LE0798	Delta Air Lines, Inc.	Airline Operating and Lease Agreement	SDIA	Scheduled Airline Passenger Service	N/A	Estimated \$7,967,859 in rent, and \$10,144,408 in Landing and Security Surcharges Annually	N/A
7/1/2013-6/30/2018	TBD	JetBlue Airways Corp.	Airline Operating and Lease Agreement	SDIA	Scheduled Airline Passenger Service	N/A	Estimated \$1,408,356 in rent and \$1,664,884 in Landing and Security Surcharges Annually	N/A
7/1/2013-6/30/2018	LE0789	WestJet Airlines	Airline Operating and Lease Agreement	SDIA	Scheduled Airline Passenger Service	N/A	Estimated \$472,919 in rent and \$493,886 in Landing and Security Surcharges Annually	N/A
7/1/2013-6/30/2018	LE0786	United Airlines, Inc.	Airline Operating and Lease Agreement	SDIA	Scheduled Airline Passenger Service	N/A	Estimated \$10,694,692 in rent and \$6,843,122 in Landing and Security Charges Annually	N/A
7/1/2013-6/30/2018	LE0791	SkyWest - Alaska Airlines Affiliate	Airline Operating and Lease Agreement-Affiliate	SDIA	Scheduled Airline Passenger Service	N/A	Annual Landing and Surcharge fees of \$2,831.	N/A
7/1/2013-6/30/2018	LE0794	Skywest- Delta Affiliate	Airline Operating and Lease Agreement-Affiliate	SDIA	Scheduled Airline Passenger Service	N/A	Annual Landing and Surcharge fees of \$259,342.	N/A
7/1/2013-6/30/2018	LE0792	Skywest- United Airlines Affiliate	Airline Operating and Lease Agreement-Affiliate	SDIA	Scheduled Airline Passenger Service	N/A	Annual Landing and Surcharge fees of \$374,787.	N/A
1/1/2014-12/31/2018	LE0794	San Diego Unified Port District	Tideland Use and Occupancy Permit	Harbor Island (Port Property)	Taxi and shuttle holdlot	81,779 s.f.	\$227,976 per year which includes \$500 per month for electric service	Granted to Authority from Port District

**Real Property Agreement Amendments and Assignments**

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
2/21/2014	LE-0648	Stellar	Amendment No. 2 to Concession Lease	SDIA	Retail Concessions	6,132 s.f.	No change	Amendment to "Exhibit A" Substantial Completion Dates
2/21/2014	LE-0647	Paradies	Amendment No. 3 to Concession Lease	SDIA	Retail Concessions	11,152 s.f.	No Change	Amendment to "Exhibit A" Substantial Completion Dates
2/21/2014	LE-0649	Spa Didacus	Amendment No. 2 to Concession Lease	SDIA	Retail Concessions	1,548 s.f.	No Change	Amendment to "Exhibit A" Substantial Completion Dates
2/27/2014	LE-0679	Duty Free	Amendment No. 2 to Concession Lease	SDIA	Retail Concession	2,010 s.f.	No Change	Amendment to "Exhibit A" Substantial Completion Dates
2/21/2014	LE-0660	Zoom	Amendment No. 2 to Concession Lease	SDIA	Retail Concessions	N/A	No change	Removal of requirement to use SDIA Receiving & Distribution Center



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**4**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**April 2014 Legislative Report**

**Recommendation:**

Adopt Resolution No. 2014-0023, approving the April 2014 Legislative Report.

**Background/Justification:**

The Legislative Advocacy Program Policy adopted by the Board on November 10, 2003, requires that Authority staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The April 2014 Legislative Report updates Board members on legislative activities that have taken place during the month of March. The Authority Board gives direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A).

**State Legislative Action**

The Authority's legislative team recommends that the Board adopt a SUPPORT position on SB 1430 (Hill). Under this bill, any person who offers for sale transportation services to the airport without written consent of the Airport's governing board would be guilty of a misdemeanor. This bill is supported by the California Airports Council.

The Authority's legislative team recommends that the Board adopt a SUPPORT position on AJR 34 (Cooley). This joint resolution would urge the President and the United States Congress to extend the Terrorism Risk Insurance Program Reauthorization Act of 2007, scheduled to expire December 31, 2014.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 1350 (Lara). This bill requires places of public accommodations that provide restroom facilities to install and maintain baby diaper changing stations for all new or substantially renovated facilities.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 2390 (Muratsuchi). This bill would require the Governor, by June 30, 2015, to designate a state agency to establish and administer a Low Carbon and Renewable Fuels Credit Reserve to facilitate and encourage the development of renewable and low carbon transportation fuel projects in California.

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The Authority's legislative team recommends that the Board adopt a WATCH position on AB 2415 (Ting). This bill would require the State Energy Resources Conservation and Development Commission to develop and administer an electric vehicle charging station matching grant program for cities and counties. The California Airports Council is working with the author to expand the scope of this bill to benefit airports authorities.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 2516 (Gordon). This bill would require various public and private entities to provide, by July 1, 2015, and monthly thereafter, information on projects that address and prepare for sea level rise to the NRA for inclusion in a new Sea Level Rise Database.

The Authority's legislative team recommends that the Board adopt a WATCH position on SB 1156 (Steinberg). This bill would impose a new carbon tax on fossil fuel suppliers, and deposit revenues from the tax into the Carbon Tax Revenue Special Fund

**Federal Legislative Action**

The Authority's legislative team is not recommending that the Board adopt any new positions on federal legislation.

On March 6, 2014, the US Senate confirmed R. Gil Kerlikowske, as the new Commissioner of US Customs and Border Protection.

**Fiscal Impact:**

Not applicable

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**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.

**Application of Inclusionary Policies:**

Not applicable

**Prepared by:**

MICHAEL KULIS  
DIRECTOR, INTER-GOVERNMENTAL RELATIONS

RESOLUTION NO. 2014-0023

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE APRIL 2014 LEGISLATIVE  
REPORT

WHEREAS, the San Diego County Regional Airport Authority ("Authority") operates San Diego International Airport as well as 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 gives 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 2014 Legislative Report (Attachment A).

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL

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Attachment A

April 2014 Legislative Report

State Legislation

**Legislation/Topic**

**SB 1350 (Lara) – Baby Changing Accommodation**

**Background/Summary**

This bill would require any place of public accommodation that provides restroom facilities, and installs new, or substantially renovated facilities (requiring a building permit and costing \$10,000 or more), to install and maintain at least one baby diaper changing accommodation in the new or renovated restroom that is accessible to women, men, or both.

**Anticipated Impact/Discussion**

The requirement of including baby diaper changing stations into future restroom renovations or new restroom construction may result in increased costs to the Authority.

**Status:** 02/21/14 – Introduced

**Position:** Watch

**Legislation/Topic**

**SB 1156 (Steinberg) – California Carbon Tax Law of 2014**

**Background/Summary**

This bill, effective January 1, 2015, would impose a carbon tax of an unspecified amount per ton of carbon dioxide equivalent emissions on suppliers of fossil fuels. The State Board of Equalization would be required to administer and implement the carbon tax, depositing revenues into the Carbon Tax Revenue Special Fund in the State Treasury. The bill would state the intent of the Legislature that revenues from the carbon tax be rebated to taxpayers, particularly low- and medium-income taxpayers.

**Anticipated Impact/Discussion**

This legislation will be monitored by Authority staff for any future impact to SDIA.

**Status:** 02/20/14 – Introduced

**Position:** Watch

- *Shaded text represents new or updated legislative information.*

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**Legislation/Topic**

**AB 2516 (Gordon) – Sea Level Rise Planning Database**

**Background/Summary**

This bill would require, on or before January 1, 2016, the Natural Resources Agency (NRA) and the Ocean Protection Council, to create, update monthly, and post on the internet a Planning for Sea Level Rise Database describing actions being taken statewide to prepare for, and adapt to sea level rise. The bill specifically requires airports within the California Coastal Zone to provide the NRA with sea level rise-related project information on a monthly basis.

**Anticipated Impact/Discussion**

This legislation will be monitored by Authority staff for any future impact to SDIA.

**Status:** 02/21/14 – Introduced

**Position:** Watch

**Legislation/Topic**

**AB 1430 (Hill) – Malicious Mischief: Airport Property Transportation Services**

**Background/Summary**

Under this bill, any person who offers for sale transportation services to the airport to members of the public without written consent would be guilty of a misdemeanor.

**Anticipated Impact/Discussion**

This bill could prevent drivers of transportation network companies (TNC) from soliciting business from SDIA passengers. This legislation was requested by San Francisco International Airport (SFO), and is supported by the California Airports Council.

**Status:** 02/21/14 – Introduced

**Position:** Support

**Legislation/Topic**

**AJR 34 (Cooley) – Terrorism risk insurance**

**Background/Summary**

This joint resolution would urge the President and United States Congress to support reauthorization of the Terrorism Risk Insurance Act, scheduled to expire December 31, 2014.

**Anticipated Impact/Discussion**

- *Shaded text represents new or updated legislative information.*

000035

This bill would encourage Congress and the President to continue an important risk management tool of the Authority. The loss of the federal government subsidy on our terrorism insurance policy would result in higher policy costs to the Authority.

**Status:** 02/13/14 – Introduced

**Position:** Support

**Legislation/Topic**

**AB 2415 (Ting) – Electric Vehicle Charging Station: Matching Grants**

**Background/Summary**

This bill would require the State Energy Resources Conservation and Development Commission to develop and administer an electric vehicle charging station matching grant program for cities and counties.

**Anticipated Impact/Discussion**

The California Airports Council is working with the author to adopt language that would expand eligibility for grants to include airport authorities.

**Status:** 02/18/14 – Introduced

**Position:** Watch

**Legislation/Topic**

**AB 2390 (Muratsuchi) – Low Carbon Fuel Standard: Green Credit Reserve**

**Background/Summary**

This bill would require the Governor, by June 30, 2015, to designate a state agency to establish and administer a Low Carbon and Renewable Fuels Credit Reserve (Green Credit Reserve or Reserve) to facilitate and encourage the development of renewable and low carbon transportation fuel projects in California.

**Anticipated Impact/Discussion**

Under this bill, the Green Credit Reserve would enter into specified contracts with developers of projects intended to produce renewable fuels that qualify for state and federal low carbon/renewable fuel credits.

**Status:** 02/21/14 – Introduced

**Position:** Watch

- *Shaded text represents new or updated legislative information.*

000036

**Legislation/Topic**

**AB 1787 (Lowenthal) – Airports: Lactation Accommodation**

**Background/Summary**

This bill would require commercial airport managers to provide the use of a post-security room or other location, other than a toilet stall, at each airport terminal for use by nursing mothers.

**Anticipated Impact/Discussion**

This legislation would require the Airport Authority to identify locations in each terminal for use by nursing mothers, this could result in additional costs to the Authority. The California Airports Council has engaged in discussion with the author to amend this bill.

**Status:** 02/18/14 – Introduced

**Position:** Watch (03/06/14)

**Legislation/Topic**

**SB 616 (Wright) – Aeronautics Account: California Aid to Airports Program**

**Background/Summary**

This bill would allow Caltrans, until July 1, 2015, to provide matching funds to secure federal Airport Improvement Program funding from the State Aeronautics Account for airport improvement projects. Specifically, the bill would suspend a regulation prohibiting airports from receiving funds for a project that has been started or completed after January 1, 2014.

**Anticipated Impact/Discussion**

The Airport Improvement Program (AIP) provides grants to large and medium hub airports covering 75% of eligible project costs and to small primary, reliever, and general aviation airports covering 90-95% of eligible costs. To supplement AIP, Caltrans administers a State AIP Matching Grant Program. Due to a 2009-2010 transfer of funds from the Aeronautics Account that funds the Matching Grant Program, Caltrans has been prevented from providing grants to most projects. As a result, approximately \$80 million in potential federal funding to airports has been delayed. Approval of SB 616 will allow Caltrans to provide matching funds for AIP-funded airport projects.

**Status:** 01/27/14 – Approved by the Senate by a vote of 34-0

**Position:** Support (03/06/14)

- *Shaded text represents new or updated legislative information.*

000037



**Legislation/Topic**

**SB 969 (DeSaulnier) – Public Works Project Overview Improvement Act**

**Background/Summary**

This bill would define a “megaproject” as a transportation project with total estimated development and construction costs exceeding \$1,000,000,000. The bill would require the agency administering a megaproject to establish a peer review group and to take specified actions to manage the risks associated with a megaproject, including establishing a comprehensive risk management plan, and regularly reassessing its reserves for potential claims and unknown risks.

**Anticipated Impact/Discussion**

The Authority already establishes peer review groups for major construction projects. The bill has not yet clearly outlined the protocol for establishment of a peer review group.

**Status:** 02/10/14 – Introduced

**Position:** Watch (03/06/14)

**Legislation/Topic**

**SB 985 (Pavley) – Stormwater Resource Planning**

**Background/Summary**

This bill would require jurisdictions opting to develop a stormwater resource plan to identify opportunities to use existing publicly owned lands to capture and reuse stormwater.

**Anticipated Impact/Discussion**

The Authority is currently working on its own Stormwater Master Plan and will monitor this legislation for any future impact to SDIA.

**Status:** 02/11/14 – Introduced

**Position:** Watch (03/06/14)

- *Shaded text represents new or updated legislative information.*

## Federal Legislation

### Legislation/Topic

**H.R. 3676 (Schuster/DeFazio) – Prohibiting In-Flight Voice Communications on Mobile Wireless Devices Act of 2013**

### Background/Summary

This bill would prohibit voice communications on mobile devices during the in-flight portion of any scheduled domestic commercial flight. The bill contains exemptions from the ban for on-duty members of flight and cabin crew, and federal law enforcement personnel acting in an official capacity

### Anticipated Impact/Discussion

This legislation will be monitored by Authority staff for any future impact to SDIA.

### Status:

02/11/2014 – Approved by the House Committee on Transportation and Infrastructure

Position: Watch (03/06/14)

- *Shaded text represents new or updated legislative information.*

000039



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**5**

Meeting Date: **APRIL 3, 2014**

---

**Subject:**

**Rescind Board Resolution No. 2013-0128 and Grant Easements For Electrical And Pedestrian Access To The City Of San Diego:**

**Recommendation:**

Adopt Resolution No. 2014-0024, rescinding Resolution No. 2013-0128, and authorizing the President/CEO to negotiate and execute two revised easements with the City of San Diego for an electrical traffic loop and pedestrian access in support of the North Side Interior Road and Utilities project.

**Background/Justification:**

On November 7, 2013, the Board of the San Diego County Regional Airport Authority ("Authority") adopted Resolution No. 2013-0128 authorizing the President/CEO to negotiate and execute an Electrical and a Public Access Easement with the City of San Diego ("City"). During the City's plan review process, it was discovered that the boundaries for both easements were not in accordance with the City's guidelines. In addition, the City requested the title of the Public Access Easement be changed to Pedestrian Access Easement. The Electrical Easement increased by 4,502 square feet from its original area and the Pedestrian Access Easement decreased by 2,970 square feet from its original area.

In June 2010, the Authority approved the 2011-2015 Fiscal Year Capital Improvement Program that included Project No. 104118 entitled North Side Interior Road and Utilities ("Interior Road Project"). The Interior Road Project is a key component of the development of the north side of San Diego International Airport, providing access and utility connections in support of the Rental Car Center, the new Fixed Base Operation and the relocation of San Park Pacific Highway.

To facilitate the installation of an advanced loop detector system associated with the traffic signal at the intersection of Pacific Highway and Sassafras Street, an Electrical Easement is proposed to be granted to the City, as depicted in "Exhibit A", covering approximately 5,955 square feet of Authority property. The Electrical Easement provides the City the right of ingress and egress for access and maintenance of the loop detector system.

000040

In addition, a second easement is proposed for a Pedestrian Access, as depicted in "Exhibit B", covering approximately 2,786 square feet of Authority property. The Pedestrian Access Easement allows the public access to the cross-walk and pedestrian ramps that are located on Authority property.

The proposed Electrical and Pedestrian Access Easements are necessary to allow the Authority to complete the Interior Road Project according to construction plans and provide the City the appropriate rights it requires for the purpose of maintaining, operating, and repairing public infrastructure.

The property covered by the subject easements is leased by the Authority from the San Diego Unified Port District ("Port") under the December 17, 2002 Master Lease (Authority Document No. LE-0009 – General Dynamics). The duration of the term for the proposed easements will be coterminous with the term of the Authority's Lease from the Port which expires on December 31, 2068; and any extensions thereof.

### **Fiscal Impact:**

The proposed easements do not provide for monetary consideration to be paid to or by the Authority. Therefore, there is no direct fiscal impact.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

### **Environmental Review:**

- A. California Environmental Quality Act: 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. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

### **Application of Inclusionary Policies:**

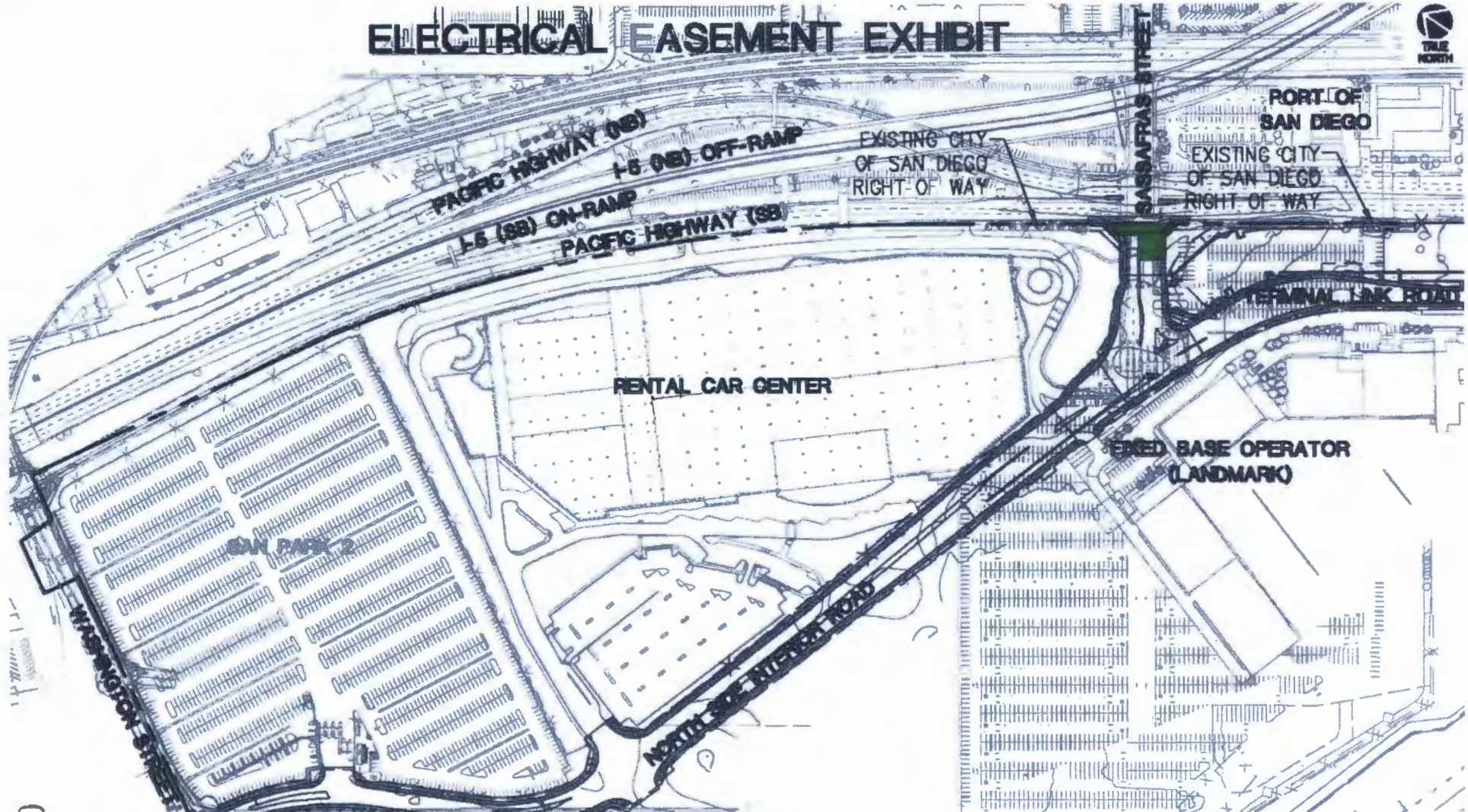
Not Applicable

### **Prepared by:**

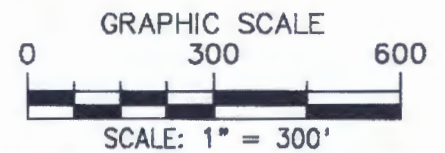
SCOTT BRICKNER  
VICE PRESIDENT, ASSET MANAGEMENT/TREASURER

000040.1

# ELECTRICAL EASEMENT EXHIBIT



**PROPOSED CITY OF SAN DIEGO ELECTRICAL EASEMENT (5,955 SF)**



00004012

PREPARED BY:  
**VA Consulting, Inc.**  
 ENGINEERS • PLANNERS • SURVEYORS  
 46 DISCOVERY, SUITE 250 (949) 474-1400 TEL  
 IRVINE, CA 92618 (949) 261-8482 FAX

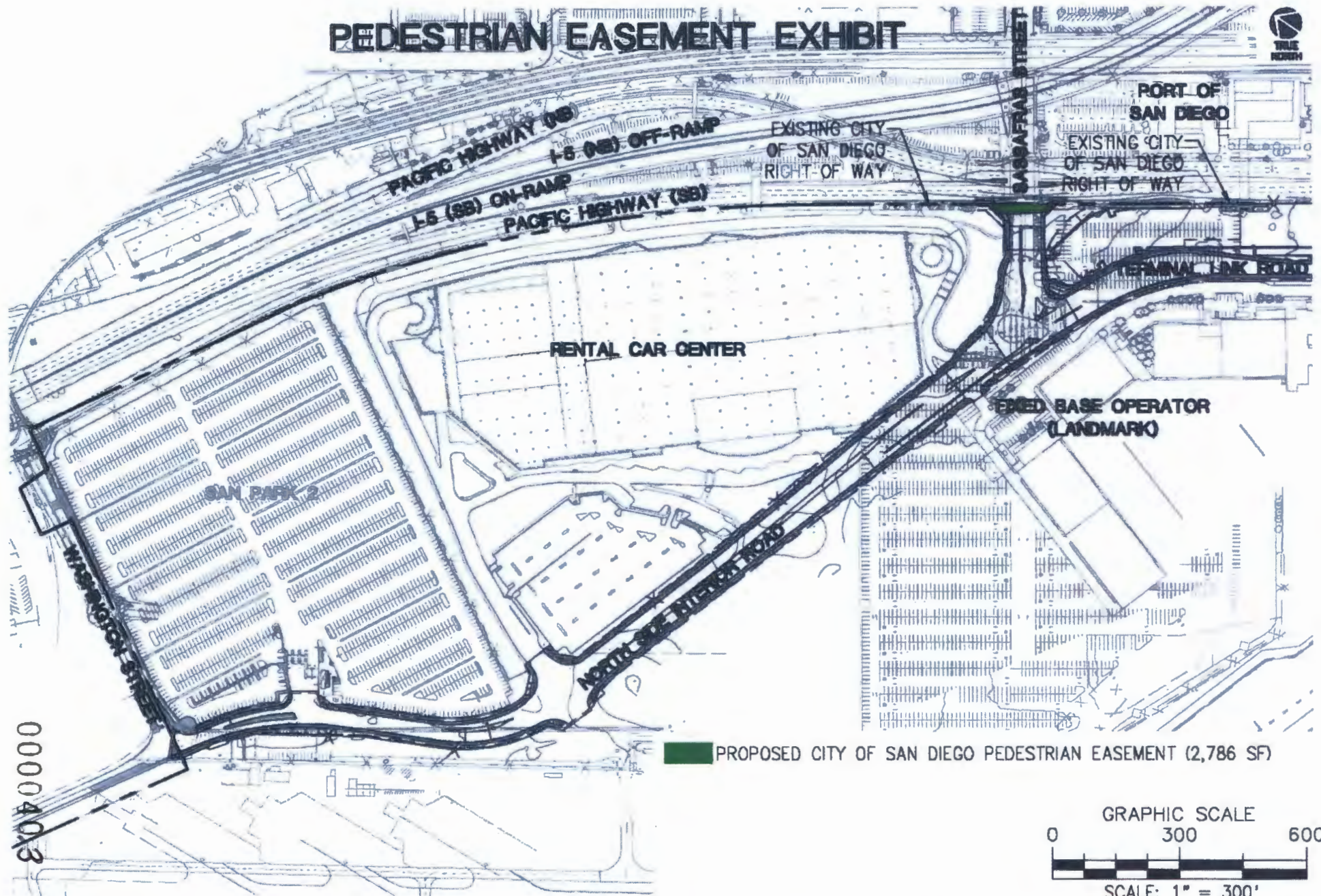


**SAN DIEGO INTERNATIONAL AIRPORT**  
 SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

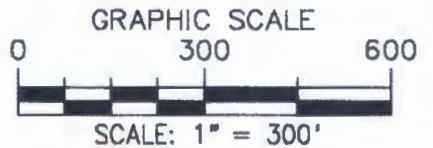
SAN DIEGO INTERNATIONAL AIRPORT	* DATUM * NORTH AMERICAN VERTICAL DATUM 15
<b>ELECTRICAL EASEMENT EXHIBIT</b>	DATE: 03/10/1

**EXHIBIT A**

# PEDESTRIAN EASEMENT EXHIBIT



0000403



PREPARED BY:

**VA Consulting, Inc.**  
**ENGINEERS • PLANNERS • SURVEYORS**

46 DISCOVERY, SUITE 250 (949) 474-1400 TEL.  
 IRVINE, CA 92618 (949) 261-8482 FAX



**SAN DIEGO INTERNATIONAL AIRPORT**  
**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**

SAN DIEGO INTERNATIONAL AIRPORT	* DATUM NORTH AMERICAN VERTICAL DATUM 11
<b>PEDESTRIAN EASEMENT EXHIBIT</b>	DATE: 03/10/11

**EXHIBIT B**

RESOLUTION NO. 2014-0024

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY RESCINDING RESOLUTION NO. 2013-0128 AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE TWO REVISED EASEMENTS WITH THE CITY OF SAN DIEGO FOR AN ELECTRICAL TRAFFIC LOOP AND PEDESTRIAN ACCESS IN SUPPORT OF THE NORTH SIDE INTERIOR ROAD AND UTILITIES PROJECT

WHEREAS, the property covered by the proposed easements is leased by the San Diego County Regional Airport Authority ("Authority") from the San Diego Unified Port District ("Port") under a Lease dated December 17, 2002 and bearing Authority Document No. LE-0009; and

WHEREAS, paragraph 4 in said Lease specifies that Authority may, at its own expense, make alterations or changes, or cause to be made, built, installed, or remove any structures, machines, appliances, utilities, signs, or other improvements necessary or desirable for the authorized use of the Leased Airport without the approval of the Port; and

WHEREAS, the original areas of the electrical and public access easements, approved by Resolution No. 2013-0128, were not in accordance with the City of San Diego ("City") guidelines along with the title of the public access easement; and

WHEREAS, in June 2010, the Board of the San Diego County Regional Airport Authority approved the 2011-2015 Fiscal Year Capital Improvement Program that authorized staff to proceed with construction of Capital Improvement Project No. 104118 entitled North Side Interior Road and Utilities Project ("Interior Road Project"); and

WHEREAS, the Interior Road Project provides access and utility connections in support of the Rental Car Center, the Fixed Base Operation and the relocation of San Park Pacific Highway project; and

WHEREAS, the Interior Road Project necessitates new public improvements such as pedestrian ramps, cross-walk and an advanced loop detector system for a traffic signal; and

WHEREAS, the City of San Diego requires that the Authority grant to it two easements, electrical and pedestrian access easements, for the purpose of maintaining, operating, and repairing public infrastructure, as well as public access to pedestrian routes.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rescinds Board Resolution No. 2013-0128 and authorizes the President/CEO to negotiate and execute two revised easements with the City of San Diego for an electrical traffic loop and a pedestrian access in support of the North Side Interior Road and Utilities project.

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

\_\_\_\_\_  
TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
BRETON K. LOBNER  
GENERAL COUNSEL





SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**6**

Meeting Date: **APRIL 3, 2014**

---

**Subject:**

**Reject the Claim of Donna Schipper**

**Recommendation:**

Adopt Resolution No. 2014-0025, Rejecting the Claim of Donna Schipper.

**Background/Justification:**

On February 21, 2014, Donna Schipper ("Schipper") filed a claim (Attachment A) with the San Diego County Regional Airport Authority ("Authority") alleging that on January 21, 2014, she fell as she ascended the skybridge escalator in Terminal One at San Diego International Airport. Schipper claims damages in an unknown amount to include time lost from work and medical treatment.

Schipper alleges in her claim that her foot was pinched by the escalator step, causing her fall, as she was about a quarter of the way up. She claims this caused multiple muscle strains and sprains to her neck, shoulders and back.

Schipper's claim should be denied. An investigation into the incident revealed no dangerous condition, nor did the Authority have notice of a dangerous condition. Harbor Police were not called to the scene nor was a paramedic unit.

**Fiscal Impact:**

Not applicable.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

000041

**Environmental Review:**

- A. CEQA: This Board action, as an administrative 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.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

SUZIE JOHNSON  
PARALEGAL, GENERAL COUNSEL



ATTACHMENT A  
**SDCRAA**  
**FEB 19 2014**  
**Corporate Services**

FOR AUTHORITY CLERK USE ONLY
Document No.: <u>CL-221</u>
Filed: <u>2/19/2014</u>

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ACCIDENT OR DAMAGE CLAIM FORM**  
Please complete all sections.  
Incomplete submittals will be returned, unprocessed.  
Use typewriter or print in ink.

1) Claimant Name: <u>Donna Schipper</u>	
2) Address to which correspondence regarding this claim should be sent: <u>Donna Schipper</u> <u>245 S. 56th St. #81</u> <u>Mesa AZ 85206</u>	
Telephone No.: <u>602-421-9707</u>	Date: <u>1/21/14</u>
3) Date and time of incident:	
4) Location of incident: <u>Escalator near over bridge walkway to buses for Rental Cars.</u>	
5) Description of incident resulting in claim: <u>Standing on the escalator going up, about 1/4 way up my foot was pinched by step causing me to lose my balance and falling over backwards, hitting my head, shoulders, neck, upper back &amp; lower back on the escalator metal steps. This incident took place @ approx 7:15-7:30 am Calif time. 8:15-8:30 AZ time.</u>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known:	
7) Persons having firsthand knowledge of incident:	
Witness (es) Name: <u>Jeremy J. Reeves</u> Address: <u>1281 W. Harding Ave</u> <u>Coolidge, AZ 85128</u> Phone: <u>480 258 8065</u>	Physician(s): <u>Cententra Medical</u> Name: <u>Dr Chau, Ngoc</u> Address: <u>1959 S. Val Vista #106</u> <u>Mesa AZ 85204</u> Phone: <u>480-545-1398</u>

Steven Jones, Adm.  
480-333-5082 x8  
206. 5th St  
Mesa AZ 85204

ATTACHMENT A

8) Describe property damage or personal injury claimed:  
 Multiple muscle strains & sprains, see MD report.

9) Owner and location of damaged property or name/address of person injured: Donna Schipper  
 neck, shoulders, upper back, lower back.  
 whiplash type injury

10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.  
 missed time off work. 1/22/14  
 medical visits. 3x wk x 3 wks.  
 extreme pain & stiffness neck and shoulders.  
 I am still being seen for this.

Dated: 2/13/14

Claimant:

Donna Schipper  
(Signature)

**Notice to Claimant:**

Where space is insufficient, please use additional paper and identify information by proper section number.

Return completed form to:

Tony Russell, Director, Corporate Services/Authority Clerk  
Corporate Services Department  
P.O. Box 82776  
San Diego, CA 92138-2776

ATTACHMENT A  
Phone: (480) 645-1234 Fax: (480) 345-1708

### Therapy Appointment Detail

**Patient:** Schipper, Donna L.

**SSN:**

**Address:**

**Home:**

**Work:**

**Employer Location:**

**Address:**

**Auth. by:**

**Contact:**

**Role:**

**Phone:**

**Fax:**

**This Visit:** Time In: 01:58 pm Time Out: 03:00 pm Recordable: N/A Visit Type: Recheck

**Treating Provider:** Cory C. Davis, PT

- Diagnosis:**
- 920 Contusion of Face, Scalp, Neck
  - 840.8 Trapezius/Rhomboid Strain
  - 840.9 Shoulder/Upper Arm Strain
  - 847.0 Cervical Strain
  - 847.1 Thoracic Strain

**Next Visit(s):** Patient Notice: It is essential to your recovery that you keep your scheduled appointments, but should you need to reschedule or cancel your appointment, please contact the clinic. Thank you for your cooperation.

**Visit Date:** Friday January 31, 2014 1:00 pm  
**Provider/Facility:** Ashly D. Lehman, PTA

**Visit Date:** Friday January 31, 2014 2:30 pm  
**Provider/Facility:** Ngoc Chau, DO

# Physician Work Activity Status Report

**Patient:** Schipper, Donna L.

**SSN:**

**Address:**

**Employer Location:**

**Address:**

**Contact:**

**Role:**

**Home:**

**Phone:**

**Work:**

**Auth. by:**

**Fax:**

**This Visit:** Time In: 11:28 am

Time Out: 01:45 pm

Recordable: N/A

Visit Type: New

**Treating Provider:** Thomas W. Futch, MD

**Medications:**

**Diagnosis:** 920 Contusion of Face, Scalp, Neck

840.8 Trapezius/Rhomboid Strain

840.9 Shoulder/Upper Arm Strain

847.0 Cervical Strain

847.1 Thoracic Strain

Dispensed Prescription Medication to Patient

Dispensed Over-The-Counter Prescription

Written Prescription given to Patient

**Patient Status:**

**Regular Activity - Returning for follow-up visit**

**Employer Notice:** The prescribed activity recommendations are suggested guidelines to assist in the patient's treatment and rehabilitation. Your employee has been informed that the activity prescription is expected to be followed at work and away from work.

**Anticipated Date of Maximum Medical Improvement:** 02/05/2014 **Actual Date of Maximum Medical Improvement:**

**Next Visit(s):** Patient Notice: It is essential to your recovery that you keep your scheduled appointments, but should you need to reschedule or cancel your appointment, please contact the clinic. Thank you for your cooperation.

**Visit Date:** Friday January 24, 2014 1:45 pm

**Provider/Facility:** Edward Taxin, DO

RESOLUTION NO. 2014-0025

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF DONNA  
SCHIPPER

WHEREAS, on February 19, 2014, Donna Schipper filed a claim with the San Diego County Regional Airport Authority for damages she alleges were the result of a fall on an escalator in Terminal One at San Diego International Airport on January 21, 2014; and

WHEREAS, at its regular meeting on April 3, 2014, the Board considered the claim filed by Donna Schipper and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Donna Schipper.

BE IT FURTHER RESOLVED by the Board that it finds that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL

000047



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**7**

Meeting Date: **APRIL 3, 2014**

---

**Subject:**

**Reject the Claim of Benedict Perrino**

**Recommendation:**

Adopt Resolution No. 2014-0026, Rejecting the Claim of Benedict Perrino.

**Background/Justification:**

On February 21, 2014, Benedict Perrino ("Perrino") filed a claim (Attachment A) with the San Diego County Regional Airport Authority ("Authority") alleging that on February 14, 2014, he fell as he transited the concourse near Gate 48 in Terminal Two at San Diego International Airport. Perrino claims unspecified damages in an unknown amount.

Perrino alleges in his claim that he exited Gate 48 and walked in the direction of the restroom. He alleges that he slipped on water he did not see in front of the Hudson News concession. He claims unspecified injuries to his left knee and right wrist.

Perrino's claim should be denied. An investigation into the incident revealed no notice of a dangerous condition. Harbor Police were not called to the scene nor was a paramedic unit.

**Fiscal Impact:**

Not applicable.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

000048



**Environmental Review:**

- A. CEQA: This Board action, as an administrative 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.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

SUZIE JOHNSON  
PARALEGAL, GENERAL COUNSEL

ATTACHMENT A



SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
ACCIDENT OR DAMAGE CLAIM FORM

Please complete all sections.  
Incomplete submittals will be returned, unprocessed.  
Use typewriter or print in ink.

FOR AUTHORITY CLERK USE  
ONLY

Document No.: CL-222

Filed: 2-21-14

SDCRAA

FEB 21 2014

Corporate Services

1) Claimant Name: <u>Benedict Perrino</u>	
2) Address to which correspondence regarding this claim should be sent: <u>7913 MERRINGTON PL.</u> <u>SAN DIEGO, CA 92126</u> <u>619-596-5774 o.</u>	
Telephone No.: <u>858-530-1130 H.</u>	Date: <u>19 Feb 2014</u>
3) Date and time of incident: <u>14 Feb 2014 APPROX. 5:30 PM</u>	
4) Location of incident: <u>Wendbergh Field Terminal 2 between GATES 48 &amp; 49</u>	
5) Description of incident resulting in claim: <u>I exited GATE 48. I TURNED RIGHT TO GO TO THE WASHROOM, I did NOT see THAT THERE WAS WATER ON THE FLOOR IN FRONT OF HUDSON NEWS I SLIPPED ON THE WATER. THE NEXT THING I Recall IS A PERSON TRYING TO help me up, ALSO A HUDSON employee came out with paper towels STATING THERE WAS WATER ON THE FLOOR. She wiped it up.</u>	
6) Name(s) of the Authority employee(s) causing the injury, damage or loss, if known: <u>N/A</u>	
7) Persons having firsthand knowledge of incident:	
Witness (es) <u>2 TSA Agents AT The</u>	Physician(s): <u>DR. J. Ben HEATON</u>
Name: <u>ESCALATOR/Hudson employee</u>	Name: <u>SHARP. Ross STORLY</u>
Address:	Address: <u>10243 GENETIC CENTER DRIVE</u> <u>SAN DIEGO, CA 92121</u>
Phone:	Phone: <u>858-526-6100</u>
	<u>-AGENT CARE</u>

8) Describe property damage or personal injury claimed:
NO PROPERTY DAMAGE
PERSONAL INJURY: LEFT KNEE, RIGHT WRIST
9) Owner and location of damaged property or name/address of person injured:
Benedict Perrino
7913 MERRINGTON PL,
SAN DIEGO, CA 92126
10) Detailed list and amount of damages claimed as of date of presentation of claim, including prospective damages. If amount exceeds \$10,000.00, a specific amount need not be included.
UNKNOWN

Dated: 19 Feb 2014      Claimant: Benedict Perrino  
 (Signature)

**Notice to Claimant:**

Where space is insufficient, please use additional paper and identify information by proper section number.

Return completed form to:

Tony Russell, Director, Corporate Services/Authority Clerk  
 Corporate Services Department  
 P.O. Box 82776  
 San Diego, CA 92138-2776

000051

RESOLUTION NO. 2014-0026

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY REJECTING THE CLAIM OF  
BENEDICT PERRINO

WHEREAS, on February 21, 2014, Benedict Perrino filed a claim with the San Diego County Regional Airport Authority for damages he alleges were the result of falling in Terminal Two at San Diego International Airport on February 14, 2014; and

WHEREAS, at its regular meeting on April 3, 2014, the Board considered the claim filed by Benedict Perrino and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the claim of Benedict Perrino.

BE IT FURTHER RESOLVED by the Board that it FINDS that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and is not a "development" as defined by the California Coastal Act (California Public Resources Code §30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3rd day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

000052



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**8**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize the President/CEO to Execute a Second Amendment to the On-Call Mechanical and Electrical Consultant Services Agreement with PBS Engineers, Inc.**

**Recommendation:**

Adopt Resolution No. 2014-0027, approving and authorizing the President/CEO to execute a Second Amendment to the agreement with PBS Engineers, Inc., extending the term of the agreement by one year to expire on July 31, 2015, to provide On-Call Professional Mechanical and Electrical Consultant Services for Capital Improvement and Major Maintenance projects.

**Background/Justification:**

The San Diego County Regional Airport Authority ("Authority") currently has an agreement with PBS Engineers, Inc. ("PBS") to provide on-call professional mechanical and electrical consultant services for Capital Improvement and Major Maintenance projects. The agreement commenced August 2, 2010 and will expire on July 31, 2014. Authority staff proposes extending the term of the existing agreement by one year in order to maintain consistency and uniformity in design and administration of airport development projects.

The existing agreement has a maximum on-call capacity of \$1,000,000. Because approximately seventy-six percent (76%) of the total funding for the existing agreement remains unexpended, no additional funds are requested for the extended term of the agreement. In addition, the compensation terms and conditions will remain the same.

**Fiscal Impact:**

Adequate funds for the On-Call Mechanical and Electrical Consultant Services Agreement are available and will be utilized by projects included in the San Diego County Regional Airport Authority Board ("Board") proposed FY2015-2019 Capital Improvement Program and Operating Expense budgets. The funding source for capital projects is dependent on the project utilizing the on-call services and includes, but is not limited to, Federal Entitlement and Discretionary Grants, Passenger Facility Charges, Commercial Paper, Airport Cash, Customer Facility Charges, and General Airport Revenue bonds. The financial source for Major Maintenance projects is the Facilities Development operating budget, within the Major Maintenance line item.

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**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**Environmental Review:**

- A. 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. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract did not utilize federal funds. At the time of this Statement of Qualifications, June 2009, Policy 5.14 was not in place and Policy 5.12 was in place but only applied to those businesses enrolled in the Bonding and Contract Financing program.

This contract did not utilize federal funds. At the time of this Statement of Qualifications, June 2009, Policy 5.14 was not in place and Policy 5.12 was in place but only applied to those businesses enrolled in the Bonding and Contract Financing program.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2014-0027

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT WITH PBS ENGINEERS, INC., EXTENDING THE TERM OF THE AGREEMENT BY ONE YEAR TO EXPIRE ON JULY 31, 2015, TO PROVIDE ON-CALL PROFESSIONAL MECHANICAL AND ELECTRICAL CONSULTANT SERVICES FOR CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROJECTS

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently has an agreement with PBS Engineers, Inc. ("PBS") to provide on-call professional mechanical and electrical consultant services for Capital Improvement and Major Maintenance projects; and

WHEREAS, the existing agreement commenced on August 2, 2010 and will expire on July 31, 2014; and

WHEREAS, Authority staff proposes extending the term of the existing agreement by one year in order to maintain consistency and uniformity in design and administration of airport development projects; and

WHEREAS, approximately seventy-six percent (76%) of the total funding for the existing agreement remains unexpended, no additional funds are requested for the extended term of the existing agreement; and

WHEREAS, the agreement's compensation terms and conditions will remain the same; and

WHEREAS, this request is to extend the term of the existing agreement by one year to continue to provide on-call professional mechanical and electrical engineering consultant services to support the Capital Improvement and Major Maintenance projects.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Second Amendment to the agreement with PBS Engineers, Inc., extending the term of the agreement by one year to expire on July 31, 2015, to provide On-Call Professional Mechanical and Electrical Consultant Services for Capital Improvement and Major Maintenance projects.

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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 fully effectuate the foregoing resolution; and

BE IT FURTHER RESOLVED that the Board finds that 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 Res. §15378, and this Board action is not a "project" subject to CEQA, Pub. Res. Code §21065, and is not a "development" as defined by the California Coastal Act, Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**9**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize an Increase in the President/CEO's Construction Change Order Authority, and Increase the Contract Duration for Expand Terminal 2 East Facility: Gate 25 – Gate 27 Project**

**Recommendation:**

Adopt Resolution No. 2014-0028, approving and authorizing an increase in the President/CEO's change order authority from \$477,640 to \$955,280 and increasing the contract duration from 450 to 530 calendar days for Project No. 104056 - Expand Terminal 2 East Facility: Gate 25 – Gate 27 at San Diego International Airport.

**Background/Justification:**

On November 1, 2012, the San Diego County Regional Airport Authority ("Authority") Board ("Board") approved and authorized the President/CEO to execute a contract with SOLPAC Construction, Inc. DBA Soltek Pacific Construction Company ("Soltek") in the amount of \$11,941,000 for Expand Terminal 2 East Facility: Gate 25 – Gate 27. A notice to proceed was issued on January 28, 2013. [Resolution No. 2012-0124].

During construction, the project scope was revised to mitigate unforeseen conditions and to perform additional work to comply with revised requirements by the Authority's Public Art Program. Upon replacement of the existing carpet, uneven floors were discovered throughout the Terminal 2 East concourse. The surface of the floors had to be leveled for proper installation of the terrazzo tile. During demolition of the existing spaces, active utilities were discovered that had to be relocated and also the mechanical duct system had to be rerouted.

As a result, these changes necessitate an increase in the change order amount of \$477,640 and the additional work will require the contract duration to be increased from 450 to 530 calendar days.

Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for more than \$5 million, which in this case is \$477,640. Therefore, staff is requesting that for the Soltek contract, Authority Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$477,640 to \$955,280.

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**Fiscal Impact:**

Adequate funds for the contract with Soltek Pacific Construction Company are included within the proposed FY2015-2019 Capital Improvement Program Budget for Project No. 104056, Expand Terminal 2 East Facility. Sources of funding for this project include Airport Revenue Bonds and Passenger Facility Charges.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is for the Terminal 2 East project that was determined to be in a class of projects not to have a significant effect on the environment (§15301, Existing Facilities – Class 1) and a categorical exemption was prepared in accordance with the California Environmental Quality Act (CEQA).
- B. This Board action is for the Terminal 2 East project for which the California Coastal Commission issued a Notice of Permit Waiver Effectiveness (Waiver Number 6-11-036-W) effective on July 14, 2011 in accordance with the California Coastal Act.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract does not utilize federal funds and provides opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.14 was applied. Policy 5.14 establishes separate goals for the participation of: (1) small businesses; (2) local businesses; and, (3) service disabled veteran owned small businesses (SDVOSB). The local business participation goal can only be applied when the overall local business participation of all Authority contracts at the time of solicitation is less than 60%. The maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$100,000. The preference is only applied in measuring the bid. The final contract award is based on the amount of the original bid.

When bid price is not the primary selection criteria, the preference is only applied to determine which proposers are interviewed for final consideration. Per Policy 5.14, the preference is not applied in the final selection.

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

At the time of the award, Policy 5.14 was applied. Soltek Pacific Construction Company partially met the SBE goal of 37% with 11% certified small business participation for a 0% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60% therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

RESOLUTION NO. 2014-0028

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FROM \$477,640 TO \$955,280 AND INCREASING THE CONTRACT DURATION FROM 450 TO 530 CALENDAR DAYS FOR PROJECT NO. 104056 - EXPAND TERMINAL 2 EAST FACILITY: GATE 25 – GATE 27 AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on November 1, 2012, the San Diego County Regional Airport Authority ("Authority") Board ("Board") approved and authorized the President/CEO to execute a contract with SOLPAC Construction, Inc., DBA Soltek Pacific Construction Company ("Soltek") in the amount of \$11,941,000 for Expand Terminal 2 East Facility: Gate 25 – Gate 27. A notice to proceed was issued on January 28, 2013 [Resolution No. 2012-0124]; and

WHEREAS, during construction, the project scope was revised to mitigate unforeseen conditions and to perform additional work to comply with revised requirements by the Authority's Public Art Program; and

WHEREAS, upon replacement of the existing carpet, uneven floors were discovered throughout the Terminal 2 East concourse; and

WHEREAS, the surface of the floors had to be leveled for proper installation of the terrazzo tile; and

WHEREAS, during demolition of the existing spaces, active utilities were discovered that had to be relocated and also the mechanical duct system had to be rerouted; and

WHEREAS, these changes necessitate an increase in the change order amount of \$477,640; and

WHEREAS, the additional work will require the contract duration to be increased from 450 to 530 calendar days; and

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WHEREAS, Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for more than \$5 million, which in this case is \$477,640. Therefore, staff is requesting that for the Soltek contract, Authority Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$477,640 to \$955,280; and

WHEREAS, the Board believes it is in best interest of the Authority, and the public that it serves, for the Board to waive Policy 5.02(4)(b)(iii) in this instance and authorize the President/CEO to approve change orders in an amount not-to-exceed \$835,870.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes an increase in the President/CEO's change order authority from \$477,640 to \$955,280, and increasing the contract time from 450 to 530 calendar days for Project No. 104056 - Expand Terminal 2 East Facility: Gate 25 - Gate 27 at San Diego International Airport.

BE IT FURTHER RESOLVED that the Authority's and its officers, employees, and agents 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 resolutions; and

BE IT FURTHER RESOLVED that the Board finds that this Board action is for a project determined not to have a significant effect on the environment (§15301, Existing Facilities-Class 1) and a categorical exemption was prepared in accordance with the California Environmental Quality Act (CEQA); and the California Coastal Commission issued a Notice of permit Waiver Effectiveness (Waiver Number 6-11-036W) effective on July 14, 2011, in accordance with California Coastal Act.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**10**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize the President/CEO to Execute a Third Amendment to the On-Call Airside/Landside Architect & Engineering Consultant Services Agreement with CH2M Hill, Inc.**

**Recommendation:**

Adopt Resolution No. 2014-0029, approving and authorizing the President/CEO to execute a Third Amendment to the agreement with CH2M Hill, Inc., extending the term of the agreement by one year to expire on August 1, 2015, to provide On-Call Professional Airside/Landside Architect & Engineering Consultant Services for Capital Improvement and Major Maintenance projects.

**Background/Justification:**

The San Diego County Regional Airport Authority ("Authority") currently has an agreement with CH2M Hill, Inc. ("CH2M") to provide on-call professional airside/landside architect and engineering consultant services for Capital Improvement Projects and Major Maintenance projects. The agreement commenced in August, 2009 and will expire on August 1, 2014. Authority staff proposes extending the term of the existing agreement by one year in order to provide engineering construction support services for Project 104136, Construct Airport Electrical Distribution System and other incidental contracts in support of airport development.

The existing agreement has a maximum on-call capacity of \$5,000,000. Because approximately twenty-nine percent (29%) of the total funding for the existing agreement remains unexpended, no additional funds are requested for the extended term of the agreement. In addition, the compensation terms and conditions will remain the same.

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**Fiscal Impact:**

Adequate funds for the On-Call Airside/Landside Architect and Engineering Consultant Services Agreement are available and will be utilized by projects included in the San Diego County Regional Airport Authority ("Board") proposed FY2015-2019 Capital Improvement Program and Operating Expense budgets. The funding source for capital projects is dependent on the project utilizing the on-call services and includes, but is not limited to, Federal Entitlement and Discretionary Grants, Passenger Facility Charges, Commercial Paper, and General Airport Revenue bonds. The financial source for Major Maintenance projects is the Facilities Development operating budget, within the Major Maintenance line item.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
- Customer Strategy
- Employee Strategy
- Financial Strategy
- Operations Strategy

**Environmental Review:**

- A. 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. Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract did not utilize federal funds. At the time of this Statement of Qualifications, April, 2009, Policy 5.14 was not in place and Policy 5.12 was in place but only applied to those businesses enrolled in the Bonding and Contract Financing program.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT



RESOLUTION NO. 2014-0029

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A THIRD AMENDMENT TO THE AGREEMENT WITH CH2M HILL INC., EXTENDING THE TERM OF THE AGREEMENT BY ONE YEAR TO EXPIRE ON AUGUST 1, 2015, TO PROVIDE ON-CALL PROFESSIONAL AIRSIDE/LANDSIDE ARCHITECT AND ENGINEERING CONSULTANT SERVICES FOR CAPITAL IMPROVEMENT AND MAJOR MAINTENANCE PROJECTS

WHEREAS, the San Diego County Regional Airport Authority ("Authority") currently has an agreement with CH2M Hill, Inc. ("CH2M") to provide on-call professional airside/landside architect and engineering consultant services; and

WHEREAS, the existing agreement commenced on August 1, 2009 and will expire on August 1, 2014; and

WHEREAS, Authority staff proposes extending the term of the existing agreement by one year in order to provide engineering construction support services for Project 104136, Construct Airport Electrical Distribution System and other incidental contracts in support of airport development; and

WHEREAS, because approximately twenty-nine percent (29%) of the total existing funding for the agreement remains unexpended, no additional funds are requested for the extended term of the existing agreement; and

WHEREAS, the agreement's compensation terms and conditions will remain the same; and

WHEREAS, this request is to extend the term of the existing agreement by one year to continue to provide on-call professional airside/landside architect and engineering consultant services to support Capital Improvement and Major Maintenance projects.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a Third Amendment to the agreement with CH2M Hill, Inc., extending the term of the agreement by one year to expire on August 1, 2015, to provide On-Call Professional Airside/Landside Architect And Engineering Consultant Services for Capital Improvement and Major Maintenance projects; 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 resolution; and

BE IT FURTHER RESOLVED that the Board finds that 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; and this Board action is not a "project" subject to CEQA. Pub. Res. Code §21065, and is not a "development" as defined by the California Coastal Act Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**11**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize the President/CEO to negotiate and execute an agreement with Stutz Artiano Shinoff & Holtz APC for General Legal Services**

**Recommendation:**

Adopt Resolution No. 2014-0030, approving and authorizing the President/CEO to negotiate and execute an agreement with Stutz Artiano Shinoff & Holtz APC for general legal services for a term of three (3) years with two (2) additional one-year options to renew, for a maximum amount payable of \$300,000.

**Background/Justification:**

On September 6, 2013, the Authority released a Request for Proposals ("RFP") to obtain the legal services of one or more qualified law firms to assist the General Counsel with regard to general legal services. Responses to the RFP were due on October 7, 2013.

Seven law firms submitted timely proposals in response to the RFP. They were: Atkinson Andelson Loya, Ruud & Romo; Liebert Cassidy Whitmore; Lincoln, Gustafson & Cercos LLP; Meyers Nave; Nossaman LLP; Richards Watson & Gershon; Stutz Artiano Shinoff & Holtz APC.

An evaluation panel, comprised of four attorneys from the Office of General Counsel, reviewed the proposals submitted and selected a short list of six firms for interviews. This process reviewed the proposals to determine those proposals that were most responsive and which reflected the required relevant broad experience and qualifications.

On February 4 and 5, 2014, the evaluation panel, with a representative from the Procurement Department in attendance to facilitate interviews, reviewed the written proposals and documents submitted and interviewed representatives from the six firms. At the conclusion of the interviews, the evaluation panel ranked the firms and concluded that the best and most responsive proposer was Stutz Artiano Shinoff & Holtz. The General Counsel recommends a new legal services agreement for general legal services be awarded by the Board to Stutz Artiano Shinoff & Holtz. It is requested that the Board authorize the President/CEO to execute an agreement upon approval as to legal form by the General Counsel. The matrix below reflects the evaluation of the panel members:

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	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Final Rank
Atkinson Andelson	4	4	4	4	16	4
Lincoln Gustafson	6	6	6	5	23	6
Meyers Nave	2	2	2	2	8	2
Nossaman	5	5	5	6	21	5
Richards Watson	3	3	3	3	12	3
Stutz Artiano	1	1	1	1	4	1

Stutz Artiano is a local law firm founded in 1982 as a trial law firm with a major focus on public entity representation. The firm has since expanded its practice to serve as general counsel and provides legal advisory services to more than 60 public entities in the region. The firm's expertise includes litigation before all courts, including state, federal and appellate representation. Stutz Artiano is equipped to handle any variety of litigation from the initial pleading stage through conclusion at trial, as well as an extensive variety of special legal projects. In addition to serving currently as City Attorney to the cities of Del Mar and Murrieta, the firm's public entity clients include a number of cities in the region, the San Diego Community College District and other limited purpose districts and agencies. Stutz Artiano routinely provides special legal services to public entity clients, as well as serves on specialty panels, such as outside legal counsel in environmental law for the South Coast Air Quality Management District, representation of Padre Dam Water District in complex litigation, and labor panel counsel to the Los Angeles Superior Court. The firm's proposed blended hourly rate is \$225 per hour for all attorneys. Subject to the Board's authorization, the new agreement with Stutz Artiano Shinoff & Holtz will have a term of three (3) years, with two (2) additional one-year options. The options to extend the term may be exercised at the discretion of the President/CEO and General Counsel. The amount payable under the agreement will not exceed three hundred thousand dollars (\$300,000).

### **Fiscal Impact:**

Adequate funding for this agreement is included in the adopted FY 2014 and conceptually approved FY 2015 Operating Expense Budgets within the Services Legal line item.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy   
 Customer Strategy   
 Employee Strategy   
 Financial Strategy   
 Operations Strategy

**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.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

Due to the specialized nature of the above-described legal services, no preference was applied.

**Prepared by:**

BRETON K. LOBNER  
GENERAL COUNSEL

RESOLUTION NO. 2014-0030

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH STUTZ ARTIANO SHINOFF & HOLTZ APC FOR GENERAL LEGAL SERVICES FOR A TERM OF THREE (3) YEARS WITH TWO ADDITIONAL ONE-YEAR OPTIONS TO RENEW FOR A MAXIMUM AMOUNT PAYABLE OF \$300,000.

WHEREAS, the Authority has a continuing need for professional legal services in matters pertaining to general legal issues; and

WHEREAS, on September 6, 2013, the Authority released a Request for Proposals ("RFP") to obtain the legal services of one or more qualified law firms to assist the General Counsel with regard to general legal services; and

WHEREAS, the RFP specified that the Authority intended to enter an agreement with one or more law firms where said agreement would have a term of three (3) years with two (2) options, exercisable at the discretion of the General Counsel and the President/CEO, with a maximum amount payable under the agreement of three hundred thousand dollars (\$300,000); and

WHEREAS, the Authority received seven proposals in response to the RFP; and

WHEREAS, the Authority's evaluation panel, after reviewing the proposals and interviewing six of the law firms, recommended awarding an agreement to Stutz Artiano Shinoff & Holtz APC; and

WHEREAS, the Board determines that awarding an agreement to Stutz Artiano Shinoff & Holtz APC is in the best interest of the Authority; and

NOW THEREFORE BE IT RESOLVED, that the Board hereby approves and authorizes the President/CEO to negotiate and execute an agreement with Stutz Artiano Shinoff & Holtz APC for general legal services, for a term of three (3) years with two (2) additional one-year options to renew at the discretion of the General Counsel and the President/CEO, for a maximum amount payable of \$300,000.

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BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this Board action is not a "project" as defined by the California Environmental Quality Control Act (CEQA) Pub. Res. Code Section 21065; and is not a "development" as defined by the California Coastal Act Pub. Res. Code Section 30106.

PASSED, ADOPTED AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**12**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize the President/CEO to execute a Second Amendment to the Public Art Agreement with Jason Bruges Studio Limited (JBS) for the Terminal 2 Green Build Public Art Project: New Media/Multi-Media Lounge Environment (AIRspace Lounge):**

**Recommendation:**

Adopt Resolution No. 2014-0031, approving and authorizing the President/CEO to execute a Second Amendment to the Public Art Agreement with Jason Bruges Studio Limited (JBS) to complete post installation services for the Terminal 2 Green Build Public Art Project – New Media/Multi-Media Lounge Environment (AIRspace Lounge), extending the term for an additional forty-five (45) days resulting in a termination date of May 15, 2014.

**Background/Justification:**

On July 12, 2009, the Airport Authority Board approved the Art Advisory Committee's recommendation to award JBS the commission for the New Media/Multi-Media Lounge Environment (AIRspace Lounge) Public Art Opportunity (Resolution No. 2012-0073). The Authority and Artist are parties to an Agreement for Design, Fabrication and Installation of a Public Art Work with an original term beginning on December 13, 2012 and ending on November 12, 2013 in an amount not to exceed \$400,000 ("Agreement"). On January 17, 2014, the parties executed a First Amendment to the Agreement extending the original term of the Agreement by 90 days.

*The AIRspace Lounge* is a stand-alone room inside the airport located just post-security near a security exit lane in the central rotunda adjacent to the new concessions court (Sunset Cove). The room is encased by two custom-glass storefront walls; one on the entrance side in the rotunda, the other along the exit corridor, just across from the Reflection Room. The artists' scope is to design, fabricate and install the lighting, furniture, technology components, thematic and other elements for the entire lounge/environment.

This multi-media lounge emulates an abstraction of the San Diego coastal morphology, especially the cliffs and beaches of San Diego's coastline. The space uses analogies of the arrival and departure boards at airports with a particular focus on sharing environmental space. Not only are places and their flight trajectories a subject for information display and interaction, but also the natural inhabitants of the airspace: the traveling birds and surrounding wildlife.

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Due to difficulties with permitting, trade work sequencing, additional electrical work, unanticipated testing and review of technology design and program delivery in addition to back-ordered equipment, the previously scheduled delivery of this project has been negatively impacted.

As a result, staff is recommending extending the agreement term by forty-five (45) days to provide additional time for performance of all work and post installation services required by the Agreement.

No additional funds or changes to the terms and conditions of the Agreement will take place as a result of this requested Board action.

**Fiscal Impact:**

Adequate funding for Terminal 2 Green Build Public Art Project: *AIRspace* is included within the Board approved FY2014-2018 Program Budget for The Green Build in Project No. 201604E. Source of funding for this project is Airport revenue bonds.

This requested action does not require additional funding.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprises, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

This contract did not utilize federal funds and at the time of this Request for Qualifications in September, 2007, neither Policy 5.12 nor Policy 5.14 was in place.

**Environmental Review:**

- A. CEQA: This Board action is not a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065.
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act. Pub. Res. Code §30106.

**Prepared by:**

CONSTANCE Y. WHITE,  
ART PROGRAM MANAGER, MARKETING AND PUBLIC RELATIONS

RESOLUTION NO. 2014-0031

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A SECOND AMENDMENT TO THE PUBLIC ART AGREEMENT WITH JASON BRUGES STUDIO LIMITED (JBS), TO COMPLETE POST INSTALLATION SERVICES FOR THE TERMINAL 2 GREEN BUILD PUBLIC ART PROJECT – NEW MEDIA/MULTI-MEDIA LOUNGE ENVIRONMENT (AIRSPACE LOUNGE), EXTENDING THE TERM FOR AN ADDITIONAL FORTY-FIVE (45) DAYS, RESULTING IN A TERMINATION DATE OF MAY 15, 2014.

WHEREAS, on July 12, 2012, the Authority Board approved the Airport Art Advisory Committee's recommendation to award Jason Bruges Studio (Artist) the commission for the New Media/Multi-Media Environment (AIRspace) Public Art opportunity as evidenced by Resolution No. 2012- 0073; and

WHEREAS, the Authority and Artist are parties to an Agreement for Design, Fabrication and Installation of Public Art Work ("Agreement"); and

WHEREAS, the Agreement is on file in the office of the Authority Clerk as Document 20670 OS dated December 13, 2012 which began November 12, 2012, and ended December 31, 2013; and

WHEREAS, a First Amendment to the Agreement extended the term for ninety (90) days resulting in a termination date of March 31, 2014; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a second amendment to the Public Art Agreement with Jason Bruges Studio Limited (JBS) to complete post installation services for the Terminal 2 Green Build Public Art Project – New Media/Multi-Media Lounge Environment (AIRspace Lounge), extending the term for an additional forty-five (45) days, resulting in a termination date of May 15, 2014.

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this Board action is not a "project" as defined by the California Environmental Quality Control Act (CEQA) Pub. Res. Code Section 21065; and is not a "development" as defined by the California Coastal Act Pub. Res. Code Section 30106.

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PASSED, APPROVED AND ADOPTED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**13**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approve and Authorize the President/CEO to Execute an Agreement Between and Among the San Diego County Regional Airport Authority, the County of San Diego and Participating Cities and Jurisdictions Regarding the Next Generation Regional Communication System Providing Communication Services to Public Safety and Public Service Agencies Operating in San Diego County and Imperial County**

**Recommendation:**

Adopt Resolution No. 2014-0035, approving and authorizing the President/CEO to execute an agreement between and among the Airport Authority, the County of San Diego and participating cities and jurisdictions regarding the Next Generation Regional Communications System for a term of twenty (20) years in an amount not to exceed \$2,100,000.

**Background/Justification:**

The County of San Diego Regional Communication System (RCS) is an interoperable 800 MHz trunked public safety radio communications system operated by the San Diego County Sheriff's Department. It is comprised of multiple equity partner agencies, as well as monthly subscriber partners. The RCS provides critical public safety voice and data communications to more than 200 local, state and federal agencies in San Diego and Imperial Counties. It is used on a daily basis by designated Authority personnel, including Airport Traffic Officers, Airport Operations, Aviation Security and Public Safety, Maintenance and others, for internal Authority communications and communications with the San Diego Unified Port District's (Port) Harbor Police Department, the Authority's mandated law enforcement provider at San Diego International Airport. In addition, RCS is a critical link in the event of a region-wide crisis for communications with other agencies and public safety partners.

Upon creation of the Authority and the Port's subsequent decommissioning of its 800 MHz trunked radio system, the Authority entered into an agreement with the County of San Diego (County) RCS for public safety communications services in 2007. This agreement allowed critical radio communications between the Authority and the Harbor Police Department.

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The Authority has remained a monthly subscriber to the RCS since 2007, and has increased its utilization of RCS from an initial eighteen (18) units to its current level of one-hundred sixty-four (164) units. (Each radio is a unit.) The current agreement allows the Authority up to two-hundred (200) units on the RCS at a monthly maintenance and operations cost of seventy-five dollars and seven cents per unit (\$75.07).

As part of its modernization process, RCS has determined a need to update the system; and to that end has offered current subscribers an opportunity to become equity partners, resulting in overall reduced costs to the subscriber. The updated system is known as the Next Generation Regional Communication System (NextGen RCS). Each equity partner in the NextGen RCS will be required to pay for shared backbone infrastructure costs of the system commensurate with the number of units it intends to use. The total projected shared infrastructure cost for the NextGen RCS is approximately one hundred five million dollars (\$105,000,000). Based on current utilization, the Authority's projected equity buy-in to the NextGen RCS will result in a capital outlay, including financing costs, not to exceed two million one-hundred thousand dollars (\$2,100,000) over the next twenty (20) years.

In the event the Authority chooses not to become an equity partner in the NextGen RCS, it is anticipated that the current monthly per-unit maintenance and operations cost of seventy-five dollars and seven cents (\$75.07) per unit will increase by twenty percent (20%) per unit per year. By contrast, the projected monthly maintenance and operations per-unit cost for equity partners will be reduced to thirty dollars (\$30.00).

A cost/benefit analysis conducted by the Authority found that if the Authority remains as a non-equity subscriber to the RCS system, the total costs over the next twenty (20) years will be four million five-hundred thousand dollars (\$4,500,000). Should the Authority become an equity partner in the NextGen RCS, the total projected costs over the next twenty (20) years would be three million eight-hundred thousand dollars (\$3,800,000).

One other important consideration for becoming a NextGen RCS equity partner is that the County RCS might eliminate the subscriber option in the future. If that occurs, the option to become a NextGen RCS equity partner might no longer be available to the Authority. This would require the Authority to seek subscription in another radio system, which does not appear to be a viable option at this time, or to acquire a stand-alone system, which is currently cost-prohibitive. In addition, the Harbor Police Department is currently a RCS equity partner, which might complicate the Authority's ability to communicate effectively with its law enforcement provider.

As RCS remains the only viable interoperable public safety radio communications system available in San Diego County, the recommendation is to continue the relationship with RCS as an equity partner for a period not-to-exceed twenty (20) years.

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**Fiscal Impact:**Operating Expense Impact

Adequate funding for the agreement with the County of San Diego Sheriff's Department for the Regional Communication System is included in the proposed FY 2015 and conceptual FY 2016 Operating Expense Budgets within the Services – Other line item for the maintenance and operations per-unit expenses and the Equipment Outlay line item for the system equity buy-in. Expenses that will impact budget years not yet adopted by the Board will be included in future year budget requests.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**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.

**Application of Inclusionary Policies:**

Not Applicable

**Prepared by:**

GEORGE CONDON  
DIRECTOR, AVIATION OPERATIONS AND PUBLIC SAFETY

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RESOLUTION NO. 2014-0035

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT BETWEEN AND AMONG THE AIRPORT AUTHORITY, THE COUNTY OF SAN DIEGO, AND PARTICIPATING CITIES AND JURISDICTIONS REGARDING THE NEXT GENERATION REGIONAL COMMUNICATIONS SYSTEM FOR A TERM OF 20 YEARS IN AN AMOUNT NOT TO EXCEED \$2,100,000

WHEREAS, the County of San Diego Regional Communication System (RCS) is an interoperable 800 MHz trunked public safety radio communication system that provides public safety and critical communications capabilities to subscribing members in San Diego and Imperial counties; and

WHEREAS, the Authority became a RCS subscriber in 2007 in order to have radio communications with the San Diego Unified Port District Harbor Police Department, the Authority's mandated law enforcement provider; and

WHEREAS, the Authority has been a monthly subscriber to the RCS since 2007, and has increased its utilization of the RCS from eighteen (18) to one hundred sixty four (164) units; and

WHEREAS, the RCS is the only viable interoperable public radio communications system available for the Authority's use in San Diego; and

WHEREAS, the County plans to modernize the RCS and has offered current subscribers, including the Authority, an opportunity to become equity partners in the Next Generation RCS (NextGen RCS); and

WHEREAS, the San Diego Unified Port District, and therefore the Harbor Police Department, is currently a RCS equity partner; and

WHEREAS, the current monthly cost for a maximum of two-hundred (200) Authority units is seventy-five dollars and seven cents (\$75.07) per-unit, and this cost is projected to increase by twenty percent (20%) annually over the next twenty (20) years; and

WHEREAS, each equity partner in the NextGen RCS will be required to pay for shared backbone infrastructure costs of the system commensurate with the number of units it intends to use with the total projected shared infrastructure cost for the NextGen RCS at approximately one hundred five million dollars (\$105,000,000); and

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WHEREAS, based on current utilization, the Authority's projected equity buy-in to the NextGen RCS will result in a capital outlay, including financing costs, not to exceed two million one-hundred thousand dollars (\$2,100,000) over the next twenty (20) years for its share of the infrastructure costs; and

WHEREAS, the annual maintenance and operations per-unit expenses of the RCS will be part of the Authority's Operating Expense Budget on an annual basis; and

WHEREAS, the Authority has conducted a cost/benefit analysis that shows the NextGen RCS equity partner option will result in a total projected savings for the Authority of seven-hundred thousand dollars (\$700,000) over the next twenty (20) years.

NOW, THEREFORE BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an agreement between and among the Airport Authority, the County of San Diego, and participating cities and jurisdictions regarding the Next Generation Regional Communications System, for a term of twenty (20) years in an amount not to exceed two million, one-hundred thousand dollars(\$2,100,000).

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act (CEQA) (Pub. Res. § 21065); and is not a "development" as defined by the California Coastal Act (Pub. Res. Code § 30106).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**14**

Meeting Date: **APRIL 3, 2014**

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**Subject:**

**Approval of the San Diego International Airport's Short-Range Transit Plan and Exemption Pursuant to California Vehicle Code §35554(d)**

**Recommendation:**

Adopt Resolution No. 2014-0032, approving SDIA's Short-Range Transit Plan describing the Airport's transit system and its operation.

Adopt Resolution No. 2014-0033, declaring (1) the Authority's bus operations as a "transit system", and (2) the Rental Car Center (RCC) buses as "transit buses," to allow the Authority to purchase and operate passenger buses weighing in excess of the 20,500 pound axle limit per the provisions of Cal. Veh. Code § 35554(d).

**Background/Justification:**

The Authority is currently constructing a consolidated rental car center ("RCC") on the north side of San Diego International Airport ("SDIA") to serve the rental car industry and its customers. When the facility is fully operational in January 2016, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers between the RCC and the terminals at SDIA. The bus service will be provided through a management contract with a private third party contractor.

The Authority and the SDIA rental car industry agree that the consolidated rental car facility and operation of common busing operation at SDIA are in the Authority's and the industry's best interests. This changeover will result in reductions in vehicle traffic and congestion, improved air quality, enhanced customer service, and more efficient operations. The RCC will provide: (1) on-airport rental car parking stalls and facility space for rental car companies who are tenants of the RCC and operate on-airport; and, (2) passenger bus transfers for companies that conduct their operations off-airport and do not become tenants in the RCC. Current rental car companies' customers should be considered an existing market transported by the buses of the rental car industry.

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The RCC shuttle bus operations will be conducted largely over an interior road on SDIA, however the buses also will need to travel over limited portions of North Harbor Drive, a public street and limited use of other public streets for refueling and maintenance. Operation on a public street requires that the buses must comply with the standards of the California Vehicle Code. The California Vehicle Code regulates the gross weight and the gross axle weight of vehicles, including buses, operating over public streets and highways (Cal. Veh. Code § 35550 *et seq*). However, these laws also provide certain exemptions from these gross weight limitations for vehicles that meet the definition of a "transit bus" when operated by a transit system and where certain other conditions are met.

The Authority Board must adopt a "short-range transit plan" before making the findings at the public hearing. There is no "official or regulatory" definition for a short-range transit plan with no reference to it in the California Vehicle Code. The only references to a short-range transit plan are found in Cal.Pub.Util.Code § 132824 (just mentioned without details) and Cal. Gov. Code § 8879.55 which refers to a short-range transit plan that "prioritizes the expenditure of funds for transit capital improvements."

The Authority's Board must provide written notice to the City of San Diego, which maintains the streets over which the RCC shuttle buses will travel, of its intent to procure shuttle buses in excess of the 20,500 lb. weight limit. The Authority must place in the public record any comments the Authority's Board receives about the procurement of the shuttle buses. [§ 35554(d)(2)]

The Authority Board, at a public hearing, must adopt findings that a fleet class expansion or change in fleet class is necessary to address a new or existing market pursuant to its most recently adopted Short-Range Transit Plan. The Board action should note that this new class of buses is being incorporated into an existing bus inventory already operated by the Authority and that this new fleet of buses will be serving an existing rental car industry customer market. The Board must place in the public record at the hearing any comments of concern that the Board receives.

Rental Car Center - Bus System Program Development Study. The San Diego County Regional Airport Authority ("Authority") selected Kimley-Horn and Associates, Inc. ("KHA") in February 2013 to develop the study "Rental Car Center - Bus System Program Development". KHA's tasks included exploring bus fleet fuel type options, fueling facilities, procurement options, operations, regulatory compliance, institutional organization, service standards, and asset management. The results from these planning tasks formed a set of recommendations that were presented to SDCRAA executive staff. The results of these efforts are included as six technical memorandums and other supporting documents.

A number of bus technologies were evaluated as suitable options for the heavy-duty shuttle fleet of the proposed project. There were multiple steps involved with the evaluation of the bus technology. First, through conversation and coordination with the SDCRAA, KHA reviewed and evaluated the relevant policies that the SDCRAA has documented. Secondly, KHA reviewed the rules and policies from the local, state and federal level that govern the bus technology choice. After reviewing the regulations, KHA conducted a technical assessment of each of the bus technologies, including the operational and maintenance metrics (i.e., fuel economy, miles between service interruptions, power output, and replacement parts). Then, KHA met with local vendors for each of the bus technologies. From the information provided by the vendors and technical assessment, operational, maintenance, and infrastructure costs were compared between each technology.

Eight case scenarios were performed for this study. The recommendations were based on the Industry Service Gap Criteria (2020) and Peak vs. Off-Peak Service (2020). This provided the RAC and the Authority the flexibility to adapt a dynamic peak and off-peak demand while maintaining the service quality previously used by the RAC. Under these conditions, it is forecasted the RCC will need a 20 vehicle fleet of 40' buses in 2020 with a passenger capacity of 35.

Various options are available for the operations and maintenance of the RCC shuttle fleet. Many airports either hire a third party contractor to operate their fleet or own and operate the fleet with their own staff. A third alternative would be to have the fleet directly operated by a RAC consortium. The Authority decided not to operate the RCC fleet using its own staff, not having the applicable experience in directly operating bus services of this type. The study recommended the operations and maintenance of the RCC shuttle fleet be contracted out to a third party contractor because it would bring the applicable expertise and proven experience to provide a consolidated shuttle service. Although the potential RAC consortium could have applicable experience in directly providing bus service, there are no set procedures when defining the roles and responsibilities within the consortium and the Rental Car Company industry also indicated concerns due to a short start-up time frame.

The KHA study recommended:

1. The fleet initially will be 16+ CNG-fueled 40-foot shuttle buses;
2. One route will serve each terminal; and
3. It will be operated and maintained by a third party contractor managed by the SDCRAA under a turnkey contract.

Public "Transit System" Definition. The California Vehicle Code does not define "transit system" or "publicly owned or operated transit system". The Federal Transit Administration's National Transit Database ("NTD") gives the definition of "Public Agency or Transit System" as, "A public entity that provides public transportation services; it may be a state or local government, or any department, special purpose district (e.g. transit or transportation district), authority or other instrumentality of one or more state or local government."

NTD defines "Public Transportation" as "transportation by a conveyance that provides regular and continuing general or special transportation to the public. . . ." The Authority is a public entity and will provide, via the RCC transit buses, regular and continuing transportation to the public that qualifies as a public "transit system."

"Bus" and "Transit Bus" Definitions. The California Vehicle Code defines a "bus" as "any vehicle . . . designed, used, or maintained for carrying more than fifteen (15) persons including the driver." A "transit bus" is defined as "any bus owned or operated by a publicly owned or operated transit system, or operated under contract with a publicly owned or operated transit system, and used to provide to the general public, regularly scheduled transportation for which a fare is charged. . . ."

If the RCC shuttle buses are considered "buses", and not "transit buses", the Authority would not be entitled to operate the shuttle buses with a gross per axle weight exceeding 20,500 pounds. However, if the RCC shuttle buses are "transit buses," the Authority would have no weight limitations *provided* the exception elements found in § 35554(d) are satisfied.

RCC Short-range Transit Plan (ATTACHMENT A). The purpose of the Short Range Transit Plan ("SRTP") is to guide the development of the Authority's policies and prioritize short range transit services and capital improvements (i.e., infrastructure). The Airport is currently served by transit service provided by the Authority and other agencies/companies. The Authority also expects to operate the RCC Shuttle Services between the RCC main facility and the terminals. This SRTP will be updated periodically, consistent with Authority's service development and contracting schedules. These updates will reflect changes to the Authority's plans, projects, operations and funding resources over time.

A "Short-range Transit Plan" ("Plan") defines and codifies the existence and operations of a local transit system. The Authority's Short Range Transit Plan ("SRTP") addresses the competing goals of productivity i.e., cost per service mile as well as the need for quality service delivery, passenger pickup on defined schedule, clean, comfortable buses). This Plan clearly details a comprehensive, coordinated and continuous planning process for transit service at SDIA, especially related the Rental Car Center and other Airport transit services for the short range (2-5 year) planning horizon. This plan offers specific recommendations and essential actions for implementing key objectives and will guide the future provision of transit system services.

Current Transit Bus Operation. The Authority operates (under contract with ACE Parking Management) a fleet of 29 shuttle buses within four (4) airport routes. This bus operation provides 24 hours per day, 7 days per week, 365 days per year, transportation for employees, parking customers and airline passengers to and from airport parking facilities and airline terminals. The current transit bus operation includes:

Transit System Bus and Hours of Operation	No. of Buses	Bus size (No. of passengers)	Fuel Type	Service	Projected Service Operation hours (by Transit System)
Employee 24 hrs. per day	6	27	Compressed Natural Gas (CNG)	Round trip service from terminals to employee parking lot	53,800- 56,100
Airport Loop 24 hrs. per day	5	27	Diesel	Inter-terminal service (all airport terminals) for airline passengers	38,400- 40,000
Economy Lot 24 hrs. per day	9	19	Propane	Round trip service from terminals to Pacific Highway Parking Lot	67,500- 69,300
Long Term Lot 24 hrs. per day	9	19	Propane	Round trip service from terminals to Harbor Drive Parking Lot	40,700- 41,000

RCC Shuttle Bus Operations. The shuttle bus operations will provide transit services for rental car companies' customers between the RCC and the terminals. The vehicle trips will be primarily conducted over an interior ring road, terminal loop road and airport terminal roadways located on SDIA. The buses however, also will need to travel over limited portions of North Harbor Drive and other roadways in and around the airport (public streets) for refueling and maintenance services.

Operational characteristic	Existing RCC Fleet	Proposed RCC Fleet
No. of permitted vehicles	81	16- 20
Passenger capacity	15- 35	35
Gross Vehicle weight	10,000- 28,000	17,500- 27,760
Fuel type	Gasoline, Diesel, CNG	CNG
Approximate vehicle trips (per day)	600+ (estimated for top 4 rental car companies)	300 (estimated)
Greenhouse gas emissions (estimated) (Kilograms of CO <sub>2</sub> per fuel unit)	1,639,883 kilograms of CO <sub>2</sub> per fuel unit (top 5 RCC companies' vehicle fleet - 59 Buses)	334,769 (16 buses) – 418,463 (20 buses) kilograms of CO <sub>2</sub> per fuel unit

Buses will be staged and dispatch from a facility located directly adjacent to the RCC. The secure facility will house sufficient parking space for twenty (20) 40' buses, 36 employee parking spaces and a dispatch building. All vehicle operations and communications will be monitored and managed from the dispatch building. Buses will have direct access to the interior roadway and the terminal link road as well as to Harbor Drive and Pacific Coast Highway (for vehicle refueling and maintenance).

Item	Terminal 1 (T1)	Terminal 2 (T2)	Commuter Terminal (CT)	RCC	Combined Route (T1+T2+CT)
Hours of Operation	4:00am-12:00am	4:00am-12:00am	4:00am-12:00am	4:00am-12:00am	12:00am-4:00am
AM Peak Service Hours	6:00am-11:00am	6:00am-11:00am	6:00am-11:00am	6:00am-11:00am	
PM Peak Service Hours	6:00pm-11:00pm	6:00pm-11:00pm	6:00pm-11:00pm	6:00pm-11:00pm	
Peak Headways	5 minutes	5 minutes	10 minutes	5 minutes	
Off-Peak Headways	10 minutes	10 minutes	20 minutes	10 minutes	30 minutes
Avg. Travel Time TO the RCC	10.3 min.	11.2 min.	9.6 min.	NA	~15 min.
Avg. Travel Time FROM the RCC	12.3 min.	13.5 min.	12.6 min.	NA	~15 min.
Estimated Shuttle Vehicle Fleet	<b>13 Shuttle Vehicles (+ 3 contingency) = 16 Total Shuttle Vehicles</b>				
Daily Service Hours & Miles	<b>Estimated at 300 Service Hours and 3300 service miles</b>				

Expenditure of public funds for the buses, including the source of revenues. California Civil Code § 1936 allows a Customer Facility Charge (CFC) to be imposed by an airport and collected by a rental car company from a renter for any of the following purposes: (1) to finance, design, and construct consolidated airport car rental facilities; (2) to finance, design, construct, and operate a common-use transportation system that moves passengers between airport terminals and those consolidated car rental facilities, and acquire vehicles for use in that system; and, (3) to finance, design, and construct terminal modifications solely to accommodate and provide customer access to common-use transportation systems.

The San Diego County Regional Airport Authority (Authority) adopted these CFC collection rates for car rental transactions occurring at SDIA:

Implementation Date	Rate
May 1, 2009	\$10.00 / rental transaction
November 1, 2012	\$6.00 / day <sup>1</sup>
January 1, 2014	\$7.50 / day <sup>1</sup>
January 1, 2017	\$9.00 / day <sup>1</sup>

<sup>1</sup> Limited to a maximum of 5 days per transaction, pursuant to Civil Code §1936.

The CFCs are required to be collected by all rental car companies serving SDIA pursuant to license agreements issued by the Authority. Upon completion of the RCC, a revised CFC structure will be implemented: 1) on-airport rental car operators will continue to collect and remit to the Authority the full CFC identified within the above table; and 2) a reduced CFC will be established for off-airport rental car companies who merely pick up and drop off customers at the RCC but still utilize the common-use on-airport bus transportation system.

The RCC program costs are estimated as follows:

Rental Car Center:	\$316,124,000	
Ancillary Projects:	\$ 24,900,000	<sup>1</sup> Represents the cost of the shuttle bus staging/storage facility and the acquisition of the shuttle buses
Shuttle Bus Costs <sup>1</sup> :	\$ 13,800,000	
	<u>\$354,824,000</u>	

Annual Estimated Common Transportation Costs: \$6.8 million

The initial acquisition of shuttle buses and establishment of the shuttle bus staging/storage facility will be paid from CFCs that have already been collected and are currently held on account of the RCC program. The on-going annual common transportation costs (including future replacement of shuttle buses) and facility related debt service will be paid by the future on-going CFC collections.

The Authority will apply CFC revenue to CFC-eligible costs with the following general priorities:

1. Payment of RCC facility debt service;
2. Fund all debt service reserve and coverage funds; CFC administration and any rebate requirements related to applicable bonds; fund a renewal and replacement reserve fund; fund CFC surplus fund; and
3. Payment for the common-use transportation system.

The Rental Car Industry will fund any shortfall in the unlikely event CFC collections are not sufficient to cover all RCC program costs and common transportation expenses and obligations. There is also a \$5 million Authority loan available to fund common transportation expenses through the year 2020.

Summary. Based on the Short-Range Transit Plan and the research, conditions and procedures outlined in this staff report, staff believes and recommends the Board find that the Authority (a) qualifies as a "transit system", (b) the shuttle buses serving the RCC qualify as "transit buses", and (c) the Authority can procure transit buses that have a single axle weight in excess of 20,500 pounds. Unless state law is amended or changed, commencing January 1, 2015, the vehicle axle gross weight restrictions found in §35550 (current version) will become inapplicable to transit buses by operation of law pursuant to the replacement version of § 35554 (operative January 1, 2015).

### **Fiscal Impact:**

There is no additional impact with this update.

### **Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

### **Environmental Review:**

- A. CEQA. The operation of transit buses to serve users of the rental car center was evaluated pursuant to the CEQA (Pub. Res. Code § 21065) as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01), certified May 1, 2008, and the Northside Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011.
- B. Cal. Coastal Act. The operation of transit buses to serve users of the rental car center was approved by the California Coastal Commission on August 14, 2013 in accordance with the California Coastal Act (Coastal Development Permit #6-13-011).

### **Application of Inclusionary Policies:**

Not applicable.

### **Prepared by:**

DAVID BOENITZ  
DIRECTOR, GROUND TRANSPORTATION





**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

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**SHORT RANGE TRANSIT PLAN**  
[DRAFT pending Public Comment]

*DRAFT: March 17, 2014*  
*ANTICIPATED FINAL: April 3, 2014*

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## Acronyms and Definitions

Authority:	San Diego County Regional Airport Authority (SDCRAA)
Airport Loop Shuttle:	Also known as the “red bus”; courtesy shuttle service connecting Terminals 1, 2 and the Commuter Terminal
Airport:	San Diego International Airport
CIP:	Capital Improvements Program: Five year capital plan to address critical improvements and asset preservation at the Airport
CFCs	Customer Facility Charge: Charge added to each rental car customer transaction at the RCC
CNG:	compressed natural gas
Economy Lot Courtesy Shuttle:	Courtesy shuttle to access off-site parking, connecting Terminals 1, 2 and the Commuter Terminal with the Economy Parking Lot
Employee Shuttle:	Also known as the “Blue Bus”; connects several employee parking lots with the terminals
Long Term Lot Courtesy Shuttle:	Courtesy shuttle for off-site parking, connecting Terminals 1, 2 and the Commuter Terminal with the Long Term Parking Lot
MTS:	Metropolitan Transit Services
NCTD:	North County Transit District
RAC:	Rent-a-Car Companies
RCC Common Bus Shuttling System:	Proposed common shuttling system which includes the routes, operations, and the RCC common bus shuttles
RCC Common Bus Shuttle:	Proposed bus vehicles to be used for the RCC common bus shuttling system
RCC:	Rental Car Center: Facility to provide the consolidation of rental car companies to be located on the north side of the Airport. Implementation of the RCC will also reduce traffic on Harbor Drive
SRTP:	Short Range Transit Plan

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## 1 Introduction

The San Diego International Airport (“Airport”) is currently served by transit service provided by the Authority and other agencies/companies. For the purpose of this SRTP, transit services are defined as any transportation service that is provided to the general public. This SRTP discusses two types of transit services: transit services provided by the Authority and transit services provided by Others. Transit services provided by the Authority are shuttle systems contracted by the Authority that transport Airport customers and Authority employees between Airport terminals and Airport related activities (i.e. airport parking, car rental). Transit services provided by Others are all other forms of transit services that are provided by other entities such as Rental Car Companies, San Diego Metropolitan Transit System (“MTS”), North County Transit District (“NCTD”), and Amtrak. The following table lists the different types of transit services:

***Table 1:  
Transit Services***

<b>Existing and Proposed Transit Services provided by the Authority</b>	<b>Transit Services by Others</b>
<ul style="list-style-type: none"><li>• Airport Employee Shuttle</li><li>• Airport Loop Courtesy Shuttle</li><li>• Economy Lot Courtesy Shuttle</li><li>• Long Term Lot Courtesy Shuttle</li><li>• RCC Common Bus Shuttle</li></ul>	<ul style="list-style-type: none"><li>• MTS Bus Service</li><li>• MTS Trolley</li><li>• NCTD Coaster</li><li>• Amtrak Pacific Surfliner</li></ul>

The Authority also anticipates operating the proposed Rental Car Center (“RCC”) Shuttle Services between the RCC and the terminals. The Authority will periodically review the SRTP every five (5) years. This SRTP will be updated periodically, consistent with Authority’s service development and contracting schedules. These updates will reflect changes to the Authority’s plans, projects, operations and funding resources over time.

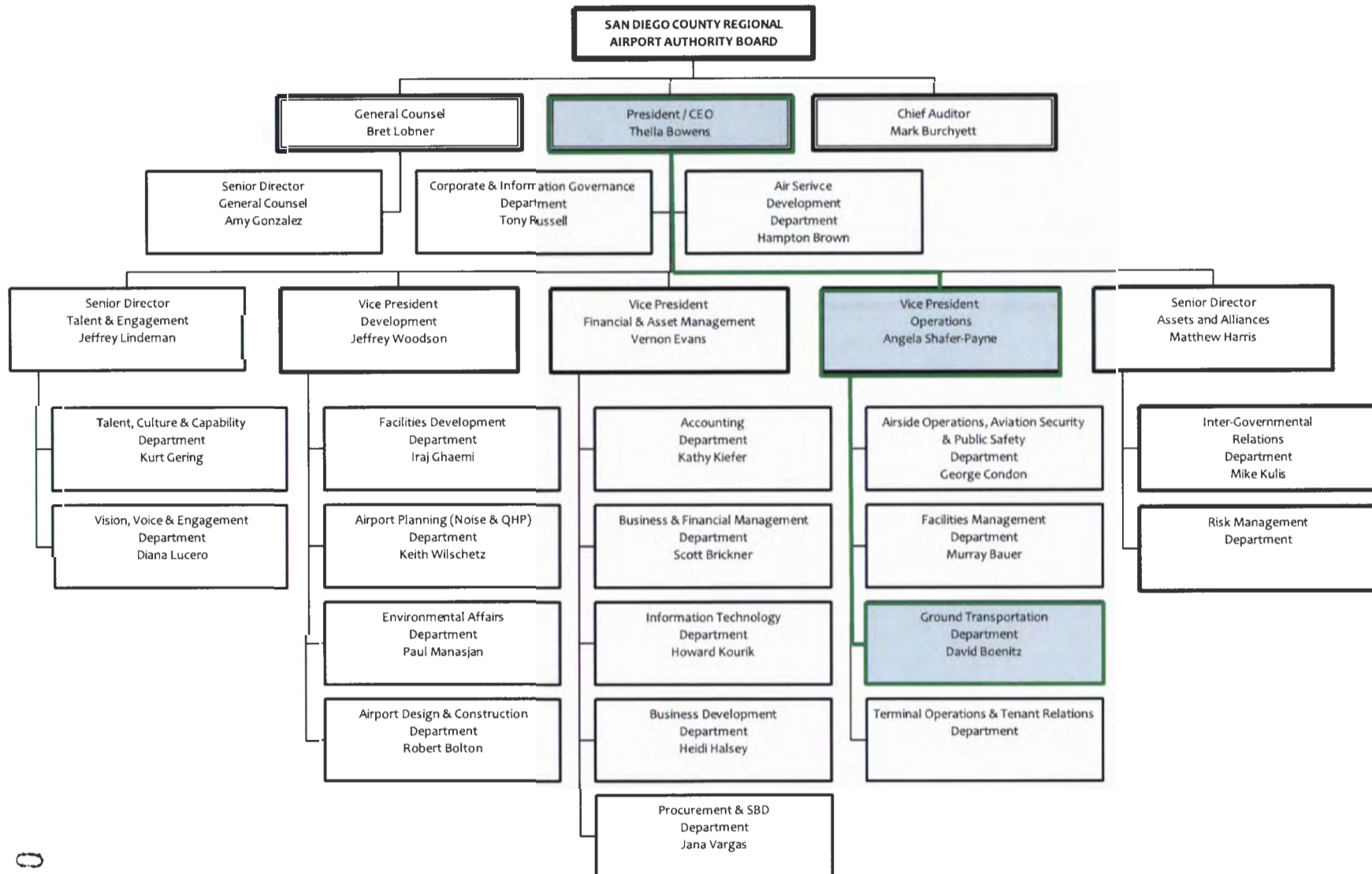
### 1.1 Authority Governance

The Authority is legally empowered by the San Diego County Regional Airport Authority Act (Cal. Pub. Util. Code §§ 170038, 170048, 170052 and 170064) to procure and operate ground transportation vehicles, including shuttle transit buses, to serve the traveling public using San Diego International Airport.

### 1.2 Contracted Transportation Services

From inception of transit services provided by the Authority, the Authority has been utilizing contracted service to meet customer service demands.

### 1.3 Transit Service Organizational Structure



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## 2 Purpose and Goals of the Short Range Transit Plan

### 2.1 Purpose

The purpose of the SRTP is to guide the development of the Authority's policies and infrastructure in order to improve transit services currently serving the Airport. The Authority is undertaking major improvements to provide future capacity for airline passengers at the Airport. Specifically, the Authority has recently rebuilt and expanded Terminal 2, and is currently constructing the new RCC on the north side of the Airport.

The RCC will consolidate the rental car companies that serve the Airport into one facility, merging over 81 buses operated by these rental car agencies into a consolidated fleet of 16-20 buses. A private 3<sup>rd</sup> party contractor will operate the new clean air (compressed natural gas) transit buses for the RCC common bus shuttling system. The consolidation of buses into a smaller fleet will mitigate vehicular traffic at the Airport, providing benefits to the Airport and surrounding community by reducing traffic congestion, reducing greenhouse gas emissions, improving utilization of bus seating capacity, and improving circulation on Airport roadways. A portion of the customer facility charges ("CFCs") collected from each rental car customer at the RCC will be utilized as "fares" for the RCC common bus shuttling system.

### 2.2 Short Range Transit Plan Goals

The SRTP will be used to strengthen the existing transit network, while implementing better planning strategies for proposed improvements and services. The Authority has established goals and strategies that guide the direction of the existing and proposed transit network. The SRTP will be utilized by the Authority to ensure that the existing and proposed transit network embodies these goals and strategies. **Table 2: Authority Goals and Objectives**, shows how the SRTP supports these goals and strategies.

**Table 2:**  
**Authority Goals and Objectives**

Authority Goals and Strategies	How the SRTP supports these goals and strategies
<u>Community</u> Strategy: Be a trusted and highly responsive regional agency	Provides transparency and a clear direction for the community
<u>Customer</u> Strategy: Achieve the highest level of internal and external customer satisfaction	Focus on providing high quality transit service which heightens the customer experience at the Airport
<u>Employee</u> Strategy: Ensure the highest level of employee commitment and performance	Narrows and focuses staff goals to achieve pragmatic results on transit services
<u>Financial</u> Strategy: Enhance the financial position of the Authority	The allocation of resources will be performed in fiscally responsible manner
<u>Operational</u> Strategy: Operate our airport in a safe, secure, environmentally sound, effective and efficient manner	Enhances the current and future links within the transit service network, which supports the development of a reliable, efficient, environmentally sound, and customer focused system

Upon approval of the SRTP, the Authority will be fulfilling the one of the California State Vehicle Code’s requirement for an exemption to the bus axle weight rating. Other supporting goals include reducing congestion, delays and greenhouse gas emissions by reducing the number of buses operating within the Airport. These benefits are a result of consolidating the rental car service shuttle fleets and undertaking a needed fleet class expansion to serve the RCC customer market. The Authority will achieve these goals by providing a rapid and efficient common shuttling system between the terminals and the RCC to meet the growing demand of Airport customers.

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## 2.3 Focus of the Short Range Transit Plan

This SRTP focuses on existing and proposed transit services, including:

- Existing publicly operated transit systems and vehicles provided by the Authority;
- Existing services to the Airport provided by others (e.g. regional transit agencies, rental car companies); and
- Proposed transit services by the Authority over the next two (2) to five (5) years.

The SRTP will not address private non-transit services provided by other entities such as taxi cabs, charter operators, hotels, third party parking shuttles, shared-ride vans, and other private services that also have a role in reducing vehicle trips in the Airport.

## 2.4 Study Area

The Authority is responsible for serving the region's air travel demand; however the transit services provided by the Authority are limited to Airport property and surrounding public streets. The proposed RCC common bus shuttling system will serve the terminals and the RCC via private roadways and limited use of public roadways.

In the San Diego region, other public transit services are planned and provided by the San Diego Association of Governments ("SANDAG"), MT, NCTD, AMTRAK and others. These agencies provide transit services to the Airport, adjacent trolley stations, and other heavy rail stations. These services will be discussed in the following **Section 3: Description of Existing Transit Services**.

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### 3 Description of Existing Transit Services

#### 3.1 Transit Services Provided by the Authority

The Authority provides several transit services for customers of the Airport and airport employees. Each of the services is described below and summarized in **Table 3: Authority Provided Transit Services**.

##### 3.1.1 Airport Employee Shuttle

The Airport Employee Shuttle connects several employee parking lots with the terminals, providing shuttling service to approximately 8,000 badged employees (i.e. all personnel at the Airport). The Employee Parking Lot currently has a parking capacity of 1,085. Service is provided throughout the day with up to eight (8) trips per hour during peak periods, dropping to four (4) trips during off-peak periods. Employee shuttles pick up and drop off passengers at designated stops on terminal curbside roadways. The shuttle vehicles operate on compressed natural gas (CNG), and can accommodate up to 27 seated and standing passengers. The employee shuttle route and vehicle type are shown in **Figures 1 and 5 of Appendix A**.

##### 3.1.2 Airport Loop

The Authority operates a courtesy shuttle service connecting Terminals 1, 2 and the Commuter Terminal. The Airport Loop provides up to 15 trips each hour during peak periods and six (6) trips during off-peak periods. The Airport Loop will pick up and drop off passengers at four designated stops on terminal curbside roadways. The Airport Loop operates on diesel<sup>1</sup>, and accommodates customers and their luggage. The Airport Loop route and vehicle type are shown in **Figures 2 and 5 of Appendix A**.

##### 3.1.3 Economy Lot

The Authority operates a courtesy shuttle to access off-site parking, connecting Terminals 1, 2 and the Commuter Terminal with the Economy Parking Lot. The Economy Parking Lot currently has a parking capacity of 1,963. The shuttle operates 24 hours a day and offers up to 15 trips each hour during peak periods and six (6) trips during off-peak periods. The shuttles will pick up and drop off passengers at clearly designated stops adjacent to each terminal. These parking shuttles are cutaway vans operated on propane, and accommodate customers and their luggage. The Economy Lot route and vehicle type are shown in **Figures 3 and 5 of Appendix A**.

##### 3.1.4 Long Term Lot

The Authority operates a second courtesy shuttle for off-site parking, connecting Terminals 1, 2 and the Commuter Terminal with the Long Term Parking Lot. The Long Term Lot currently has a parking capacity of 1,294. The shuttle operates 24 hours a day and offer up to 15 trips each hour during peak periods and six (6) trips during off-peak periods. The shuttles will pick up and drop off passengers at clearly designated stops adjacent to each terminal. These parking shuttles are cutaway vans operated on propane and accommodate customers and their luggage. The Long Term Lot route and vehicle type are shown in **Figures 4 and 5 of Appendix A**.

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<sup>1</sup> The transition to propane will occur in the next lease cycle.

**Table 3:**  
**Existing Authority-Provided Transit Services**

	<b>Airport Employee Shuttle</b>	<b>Airport Loop Courtesy Shuttle</b>	<b>Economy Lot Courtesy Shuttle</b>	<b>Long Term Lot Courtesy Shuttle</b>
<b>Hours of Operations [Hours/Day]</b>	24	24	24	24
<b># of Buses [Buses]</b>	6	5	9	9
<b>Capacity [Passengers]</b>	27	27	19	19
<b>Round Trip Mileage [Miles]</b>	3.0 miles	2.0 miles	6.5 miles	5.1 miles
<b>Frequency [Round Trips/Hour]</b>	8 (peak) 4 (off peak)	15 (peak) 6 (off-peak)	15 (peak) 6 (off-peak)	15 (peak) 6 (off-peak)
<b>Fuel Type</b>	CNG	Diesel	Propane	Propane
<b>Service Area</b>	Airport Terminals to Employee Parking Lots	Inter-Terminal Service between all Airport Terminals	Airport Terminals to Pacific Highway Parking Lot	Airport Terminals to Harbor Drive Parking Lot

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## 3.2 Transit Services Provided by Others

### 3.2.1 Rental Car Companies

Currently, 13 rental car companies serve Airport customers at locations that are off Airport property. Each company owns and operates a separate fleet of shuttle vans and transit buses to pick up and deliver airline passengers to each of the three terminals.

According to data collected from each rental car company, there are approximately 81 rental car company shuttle buses and vans that operate each day at the Airport. **Table 4: Rental Car Companies' Existing Fleet** describes the current rental car companies' shuttle vehicle fleet.

Larger rental car companies such as Avis, Hertz, and Enterprise/National, operate a mixed fleet of 35' and 40' transit buses. These transit buses serve customers at designated locations at the Airport terminals from 4 am-midnight, 365 days a year.

**Table 4:**  
**Rental Car Companies' Existing Fleet**

Rental Company Name	# of Vehicles Permitted
Alamo Rent A Car	8
Avis Rent A Car	11
Budget Rent A Car	7
Dollar Thrifty Automotive Group	11
Enterprise Rent A Car Company	11
E-Z Rent A Car Inc.	2
Fox Rent-A-Car	7
Hertz Rent A Car	11
Midway Car Rental	1
National Car Rental	7
Pacific Rent A Car	1
Payless Car Rentals	2
Travcar / Ace Car Rental	2
<b>Total</b>	<b>81</b>

### 3.2.2 MTS Bus Routes

#### MTS Route 923 – Ocean Beach to Downtown

Route 923 connects Ocean Beach with Downtown San Diego, and provides six (6) bus stops along Harbor Drive adjacent to the Airport. It travels east and west on Harbor Drive every 30 minutes on weekdays. During Saturday it operates on one (1) hour headways. On Saturdays only, the service includes a stop at Terminal 1 (adjacent to Route 992). The route map for MTS Route 923 is shown in **Figure 6 of Appendix B**.

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MTS Route 992 – Airport to City College

The MTS Route 992 connects the Airport with Downtown San Diego, and provides bus stops at each of the terminals within the Airport. It stops at each terminal from 5 am until midnight on weekdays. During the weekends it operates on 30 minute headways from 5 am- 11 pm. The route map for MTS Route 992 is shown in **Figure 7 of Appendix B**.

The activity for MTS Route 992 at the Airport only and for the overall route is shown respectively in **Tables 5 and 6**. For an average weekday in July/August 2013, there was a total of 1,093 passenger activity at the Airport. For an average weekday in July/August 2013, there was a total overall route passenger activity of 2,869. Approximately two-thirds of the passenger activity on MTS Route 992 is for Airport Employees.

***Table 5:  
MTS Route 992 Activity  
At Airport By Terminal***

	Commuter Terminal (CT)	Terminal 1 (T1)	Terminal 1 West (T1W)	Terminal 2 (T2) <sup>1</sup>	Total
Passengers On (Boardings)	45	69	136	240	490
Passengers Off (Alightings)	52	192	116	243	603
				<b>Total</b>	<b>1,093</b>

*Source: MTS Route 992 Ridership Data, July/August 2013 (FY 2014), Weekday*

<sup>1</sup> Activity data is prior to the opening of the Green Build when there were four (4) MTS Route 992 stops at the Airport. With the addition of one (1) stop at Terminal 2 West, there are now five (5) MTS Route 992 stops at the Airport.

***Table 6:  
MTS Route 992 Activity  
Overall Route***

Passengers On (Boardings)	1,434
Passengers Off (Alightings)	1,435
<b>Total</b>	<b>2,869</b>

*Source: MTS Route 992 Ridership Data, July/August 2013 (FY 2014), Weekday*

### 3.2.3 MTS Trolley Service

The MTS Trolley does not provide service directly on to Airport property, but does provide stations on the Green Line adjacent to the Airport as shown **Figure 8 of Appendix B**. Trolley passengers may take the MTS Route 992 to access the Airport terminals. The route map for the MTS Trolley is shown in **Figure 8 of Appendix B**.

### 3.2.4 NCTD - Coaster Train Service

The Coaster is operated by NCTD and provides regional rail service for commuters and travelers between the coastal cities and downtown San Diego at Santa Fe Depot. Coaster train passengers may take MTS Route 992 to access the Airport terminals. The route map and other regional transit connections for the Coaster are shown in **Figure 9 of Appendix B**.

### 3.2.5 Amtrak

Amtrak currently provides the Pacific Surfliner train service between Santa Barbara and downtown San Diego at Santa Fe Depot, via downtown Los Angeles. Amtrak passengers may take MTS Route 992 to access the Airport terminals. The route map for the Amtrak Pacific Surfliner is shown in **Figure 10 of Appendix B**.

## 4 Description of Proposed Transit Service Provided by the Authority

This section outlines the proposed transit services and resources for the Authority's existing and proposed public transit services that may be implemented over the two to five year horizon of the SRTP, such as the RCC common bus shuttling system. The transit services are discussed in two separate sections including:

- 1) **Existing Services** – a description of current services anticipated to operate over the two to five year period;
- 2) **Expansion Services** – a description of proposed (new) services anticipated to be implemented within the next two to five year period.

### 4.1 Existing Airport Loop, Employee Parking Shuttle, and Airport Parking Lot Shuttles

The Authority's contract for existing transit services will expire in 2017. The Authority anticipates continuing to contract with a qualified contractor to provide the transit services beyond 2017. The frequencies of the existing services are anticipated to remain constant over the next five years; however, the operation of the services has experienced increases in mileage and vehicle hours to accommodate and serve the expansion of Terminal 2.

#### 4.1.1 Service Operations Resources

The current planning process for service operations includes projection of service hours for the remaining term of the existing contracted services (expiring 2017). The following are the projected annual service hours anticipated for FY2014-2017:

***Table 7:  
Projected Range of Service Operations Hours by Transit Service per Fiscal Year***

<b>Transit Service</b>	<b>FY 2014-2015</b>
<b>Employee Shuttle</b>	53,800 - 56,100
<b>Airport Loop Courtesy Shuttle</b>	38,400 - 38,800
<b>Economy Lot Courtesy Shuttle</b>	67,500 - 69,300
<b>Long Term Lot Courtesy Shuttle</b>	40,700 - 41,000

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## 4.2 RCC Common Bus Shuttle(s) – Replacing Existing Transit Services provided by RACs

As part of the Authority's on-going improvements to the Airport's infrastructure and services, the Authority and the Rent-a-Car companies ("RAC") have started the implementation of the RCC, a facility to consolidate rental car activities in a centralized location on the north side of the Airport. A common shuttling bus system, to be implemented concurrently with the RCC, will provide consolidated shuttle service trips for customers between the RCC and the Airport terminals. The operational start date of both the RCC and the RCC common bus shuttling system will be January 1, 2016.

All RAC customers, including those served by RACs not leasing space in the RCC, will utilize the common shuttling system route(s) to access the Airport's terminals. This will reduce the total number of rental car shuttle trips and total fleet size, as individual company rental car shuttle services will be replaced by the proposed consolidated service.

Benefits of a common shuttle bus system, and removing the privately operated RAC busing services, include:

- **Improved Air Quality** – A reduction in air pollutants by operating fewer buses;
- **Reduced Greenhouse Gas (GHG) Emissions** - A 75-80% reduction (per gallon of fuel consumed) in GHG emissions by using CNG compared to the current 5 major rental car company shuttle service providers. Reductions in GHG emissions may be up to three times that amount if all current rental car companies are considered.
- **Roadway Traffic** – A reduction of congestion at Airport terminals and Harbor Drive, the main access road to the Airport terminals by reducing RAC provided shuttle vehicle trips by over 50 percent;
- **Commercial Curb Traffic** – A reduction of curb congestion at Airport terminals; and
- **Key Stop Locations** – Easy to understand wayfinding and stop locations for RAC customers.

To facilitate the implementation of the common bus shuttle, the Authority developed a "Rental Car Center – Bus System Program Development" for the purpose of summarizing the planning efforts supporting the development and implementation of a common bus shuttling system between the proposed RCC and the Airport terminals. The objectives of the RCC common bus shuttling system are as follows:

- **Customer Focus** – To provide a rapid, high-quality experience for future RCC customers;
- **Efficient Operations** – To provide an economical and efficient shuttle operation; and
- **Schedule and Reliability**– The system must be operational by the time the RCC opens for service and provide reliable service to Airport and RAC customers.

To achieve these objectives, a series of planning tasks were performed including: exploring bus fleet fuel type options, fueling facilities, procurement options, operation strategies, regulatory compliance, institutional organization, performance management and service standards, and supporting infrastructure/asset management.



#### 4.2.1 RCC Common Bus Shuttling System

Based on the enplanement demand profile provided by the Authority's Planning Department, and the parameters defined by the RACs, the Authority will operate four routes within the RCC common bus system to meet Airport customers' demands. The Authority reserves the right to update or alter the service plan, such that those changes will be appropriate for the changing parameters of the RCC common bus shuttling system:

- 1) **Commuter Terminal Route** – Will serve the Commuter Terminal from the RCC via North Interior Road, Terminal Link Road, Harbor Drive, and Commuter Terminal access road. The RCC common bus shuttle route for the Commuter Terminal is shown in **Figure 11 of Appendix C**.

Daily Service Hours:	4 am-12 am
Peak Frequency:	10 minutes
Off-Peak Frequency:	20 minutes

Anticipated Peak Fleet Requirements (Start of Service-2016):	2 transit buses
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- 2) **Terminal 1 Route** – Will serve Terminal 1 from the RCC via North Interior Road, Terminal Link Road, Harbor Drive, Terminal 1 access road and bridge flyover back to Harbor Drive. The RCC common bus shuttle route for the Terminal 1 is shown in **Figure 12 of Appendix C**.

Daily Service Hours:	4 am-12 am
Peak Frequency:	5 minutes
Off-Peak Frequency:	10 minutes
Anticipated Peak Fleet Requirements (Start of Service-2016):	5-6 transit buses

- 3) **Terminal 2 Route** – Will serve Terminal 2 from the RCC via North Interior Road, Terminal Link Road, Harbor Drive, Terminal 2 access road and bridge flyover back to Harbor Drive. The RCC common bus shuttle route for the Terminal 2 is shown in **Figure 13 of Appendix C**.

Daily Service Hours:	4 am-12 am
Peak Frequency:	5 minutes
Off-Peak Frequency:	10 minutes
Anticipated Peak Fleet Requirements (Start of Service-2016):	5-6 transit buses

- 4) **Combined Route** – Will serve all terminals (Commuter Terminal, Terminal 1, and Terminal 2) from the RCC during the Airport's "night" hours. The alignment of the route will be via North Interior Road, Terminal Link Road, Harbor Drive, Terminals 1 and 2 access roads and bridge flyover back to Harbor Drive. The RCC common bus shuttle route for the Combined Route is shown in **Figure 14 of Appendix C**.

Daily Service Hours:	12 am-4 am
Frequency:	30 minutes
Anticipated Fleet Requirements (Start of Service-2016):	1-2 transit buses

**Table 8: Project Service for the Airport's Average Day, Peak Month** shows a summary of the RCC common bus shuttling service routes:

***Table 8:  
Projected Service for the Airport's  
Average Day, Peak Month***

	Terminal 1 (T1)	Terminal 2 (T2)	Commuter Terminal (CT)	RCC	Combined Route (T1+T2+CT)
<b>Hours of Operation</b>	4 am-12am	4 am-12 am	4 am-12 am	4 am-12 am	12 am-4 am
<b>AM Peak Service Hours</b>	6 am-11 am	6 am-11 am	6 am-11 am	6 am-11 am	
<b>PM Peak Service Hours</b>	6 pm-11 pm	6 pm-11 pm	6 pm-11 pm	6 pm-11 pm	
<b>Peak Headways</b>	5 minutes	5 minutes	10 minutes	5 minutes	
<b>Off-Peak Headways</b>	10 minutes	10 minutes	20 minutes	10 minutes	30 minutes
<b>Avg. Travel Time TO the RCC</b>	10.3 min.	11.2 min.	9.6 min.	NA	~15 min.
<b>Avg. Travel Time FROM the RCC</b>	12.3 min.	13.5 min.	12.6 min.	NA	~15 min.
<b>Estimated Shuttle Vehicle Fleet</b>	<b>13 Shuttle Vehicles (+ 3 contingency) = 16 Total Shuttle Vehicles</b>				
<b>Daily Service Hours &amp; Miles</b>	<b>Estimated at 300 Service Hours and 3300 service miles</b>				

## 4.2.2 Operations and Maintenance

### Contractor for Operations and Maintenance

The Authority is proposing procurement of the services of an experienced and qualified “third party contractor” to provide the RCC common bus shuttling system service, operations and maintenance.

The benefits of contracting the shuttle services include: 1) cost savings compared to direct operations by the public agency; 2) obtaining services that would otherwise be difficult for the Authority to provide itself; 3) having contractor flexibility and expertise to quickly meet new service requirements and service changes; 4) having the ability to set customer or rental car agency performance measures that the contractor must meet; 5) providing system efficiency through consolidation to a single point of contact for the operation; and 6) receiving the benefits of competitive bidding.

### RCC Shuttle Service Standards

The following service standards are anticipated to be employed in the implementation of the RCC common bus shuttling system:

1) Customer Service:

The goal of the proposed RCC common bus shuttling service is to provide a high quality shuttle that meets the high expectations of the rental car customer. To provide a high quality service, it is recommended that the Authority:

- Develop strong external and internal communication between the Authority, RACs, and the third party contractor; and
- Integrate comprehensive monitoring of contractual performance targets by the Authority and the RACs into the service contract.

2) Financially Sustainable System:

The service should be able to adapt to changing market demands and financial conditions. The Authority is responsible for setting a budget that allows changes in service while also minimizing costs.

3) Performance Indicators:

Performance Indicators are generally defined and will need to be refined and tailored to the contractual and institutional obligations. The following is a list of performance indicators recommended for the RCC common bus shuttling system:

- Average Dwell Time (Doors Closed) at RCC and Terminals
- Average Dwell Time (Doors Open) at RCC and Terminals
- Average Dwell Time at Terminals
- Average Shuttle Passengers per Rental Car Center Transaction
- Average Travel Speed
- Average Weekday Passengers / Average Weekend Passengers
- Base Vehicle Requirement

000103

- Cost per Revenue Hour (Contractual) / Mile (Estimated)
- Mean Miles between Defects or Failures
- Mean Miles between Service Disruption
- On-Time Performance (Headway Adherence)
- Passengers per Revenue Hour/Mile
- Peak Load Factor (Hour)
- Peak Load Factor (by Trip)
- Peak Vehicle Requirement
- Entry/Exit Gate Failure Frequency
- Span of Service Consistency
- Total Passengers
- Travel Time (at Terminal Link Road)
- Travel Time (at Airport Terminals)
- Travel Time by Hour

#### 4) Performance Monitoring Process and Service Adjustments

The Authority anticipates one or more dedicated contract managers to monitor the performance of the contractor. Monthly and quarterly evaluations are proposed at the conclusion of each performance period to compare actual performance of the system with the set performance targets. At the start of service, the Authority and RACs will conduct daily evaluations of the contractor's service performance. The contractor also has the responsibility of keeping a record of its own performance.

Performance monitoring will include frequent and consistent communication between the contractor's operations manager, RACs, and the Authority. The Authority has integrated these performance monitoring responsibilities into the service procurement process.

### 4.2.3 Shuttle Operations on Public Roads

#### 1) Fueling and Non-fueling Activity:

To determine the daily activity of shuttle bus operations on public roads, bus trips was estimated for the proposed fueling and non-fueling operations to include:

- **Fueling Activity:** The fueling activity was determined with an estimate of the daily fuel consumption and fuel capacity, with the assumption that the vehicles would be powered by CNG. It was estimated that an average number of daily trips for fueling would be approximately nine (9). The details of this analysis may be found in **Figure 15 of Appendix D**.
- **Non-Fueling Activity –** The maintenance activity was determined using an estimate of off-site non-fueling activity (e.g., washing cleaning). It was estimated that the average number of daily trips for maintenance would be approximately 10. The details of this analysis may be found in **Figure 16 of Appendix D**.

2) Pacific Highway and Washington Street Intersection:

While the majority of the access and egress from the Shuttle Vehicle Storage Lot will occur via Sassafras Street, some deadhead shuttle vehicle trips may occur via Washington Street. Due to the high volumes of traffic at the intersection of Pacific Highway (PAC Highway) and Washington Street, an analysis of the estimated average daily trips was conducted to determine the amount of shuttle operations deadhead activity through the intersection. Under the current operating plan, the common bus shuttle would travel through the intersection only when the shuttle is at the Shuttle Vehicle Storage Lot and is dispatched directly to the RCC. Therefore, in order to minimize deadhead activity through the intersection, several operating policies will be used:

- Up to five (5) RCC bus shuttles being fueled during the hours of 12am and 4am, will be deployed directly to the RCC via Sassafras Street in preparation for the morning peak period;
- Buses deployed to the RCC for the morning shuttle bus peak period (6am-11am), will occur prior to the intersection traffic peak hour; and
- Deployment during the peak periods will be focused predominantly at the Airport terminals. Deployment will occur directly to the Airport terminals during general traffic peak periods (morning 6am-8am, evening 4pm-6pm) at the PAC Highway and Washington Ave intersection. See **Figure 18 of Appendix D**.

After these operating policies are implemented, it is estimated that the average daily trips through the PAC Highway and Washington Street intersection will be approximately 16. Due to the high volumes of traffic at the intersection, RCC common bus shuttles will avoid the intersection during AM and PM traffic peak periods. The average daily trips assume that the typical deployment that occurs during the off-peak periods will occur from the Shuttle Vehicle Storage Lot to the RCC. The details of this analysis may be found in **Figure 17 of Appendix D**.

**4.2.4 Service Operations Resources**

The planning process for service operations includes projection of service hours. The operating parameters for 2020 were modeled in the “Rental Car Center – Bus System Program Development” report developed by the Authority. For Fiscal Years 2015 – 2020, the service hours were extrapolated based on annual enplanement estimates.

***Table 9:  
Projected Service Operations Hours for RCC Common Bus Shuttling System***

Fiscal Year	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Annual Service Operations Hours [hr]	37,000	75,000	77,000	79,000	81,500

#### 4.2.5 Shuttle Service Funding and Fares

The Authority and the Airport’s rental car industry are in agreement that the operation of common busing operation at Airport was and is in the best interests of the Authority and the industry, and when in operation will result in reductions in vehicle traffic, improved air quality, enhanced customer service, and more efficient operations.

To facilitate financing of consolidated facility, California Civil Code §1936 allows a Customer Facility Charge (CFC) to be imposed by an airport and collected by a rental car company from a renter for any of the following purposes: 1) to finance, design, and construct consolidated airport car rental facilities; (2) to finance, design, construct, and operate a common-use transportation system that moves passengers between airport terminals and those consolidated car rental facilities, and acquire vehicles for use in that system; and, (3) to finance, design, and construct terminal modifications solely to accommodate and provide customer access to common-use transportation systems (i.e. RCC common bus shuttling system).

The Authority has adopted the following CFC collection rates for activity occurring at the Airport:

***Table 9:  
CFC Implementation Dates and Collection Rates***

Implementation Date	Rate
May 1, 2009	\$10.00 / rental transaction
November 1, 2012	\$6.00 / day <sup>1</sup>
January 1, 2014	\$7.50 / day <sup>1</sup>
January 1, 2017	\$9.00 / day <sup>1</sup>

<sup>1</sup>Limited to a maximum of 5 days per transaction, pursuant to Civil Code §1936.

The CFCs are required to be collected by all rental car companies serving the Airport pursuant to license agreements issued by the Authority. Upon implementation of the RCC Shuttle Bus System, a portion of the CFCs collected from each customer will be utilized as “fares” for the RCC Shuttle Bus service between the Airport terminals and the RCC.

A revised CFC structure will be implemented upon completion of the RCC: 1) on-airport rental car operators will continue to collect and remit to the Authority the full CFC identified within the above table; and 2) a reduced CFC will be established for off-airport rental car companies who merely pick up and drop off customers at the RCC but still utilize the common-use on-airport bus transportation system.

The RCC program costs are estimated as follows:

Rental Car Center:	\$316,124,000
Ancillary Projects:	\$ 24,900,000
RCC Shuttle Bus Service Costs <sup>2</sup> :	<u>\$ 13,800,000</u>
<b>TOTAL:</b>	<b>\$354,824,000</b>

<sup>2</sup>Represents the cost of the shuttle bus staging/storage facility and the acquisition of the shuttle buses

Estimated Annual Costs for RCC Shuttle Bus Service: \$6.8 million

The initial acquisition of shuttle buses and establishment of the shuttle bus staging/storage facility will be paid from CFCs that have already been collected and are currently held on account of the RCC program. The on-going annual common transportation costs (including future replacement of shuttle buses) and facility related debt service will be paid by the future on-going CFC collections.

The Authority will apply CFC revenue to CFC-eligible costs in accordance with the following general priorities:

1. Payment of RCC facility debt service;
2. Fund all debt service reserve and coverage funds; CFC administration and any rebate requirements related to applicable bonds; fund a renewal and replacement reserve fund; fund CFC stabilization accounts; and
3. Payment for the common-use transportation system.

Although not anticipated, in the unlikely event CFC collections are not sufficient to cover all RCC program costs and common transportation expenses and obligations, the Rental Car Industry will fund any shortfall. There is also a \$5 million Authority loan available to fund common transportation expenses through the year 2020.

## 5 Capital Improvements for Existing and Proposed Transit Services

The Airport's Capital Improvements Program ("CIP") will be updated to include all of the capital projects anticipated for the existing and proposed transit services. This section provides a general review for annual agency capital and financial planning. The following table describes the existing and proposed services under the Airport CIP.

***Table 10:  
Capital Improvements for Existing and Proposed Services***

Capital Improvement	Service
Terminal Link Road	Economy Lot, RCC Common Bus Shuttle
Interior North Side Road	Economy Lot, RCC Common Bus Shuttle
Curbside Technology and Amenities at RCC	RCC Common Bus Shuttle
Curbside Technology and Amenities at Terminal	Airport Loop, Economy Lot, Long Term Lot, RCC Common Bus Shuttle
Wayfinding for Terminals and Curbside	Airport Loop, Economy Lot, Long Term Lot, RCC Common Bus Shuttle
Communications Backbone	Airport Loop, Economy Lot, Long Term Lot, RCC Common Bus Shuttle
Shuttle Vehicle Storage Lot	RCC Common Bus Shuttle
RCC Shuttle Vehicles	RCC Common Bus Shuttle

Descriptions of the capital improvements in **Table 10** are described below:

- 1) Terminal Link Road  
Proposed access road between Harbor Drive and the Interior North Side Road that will serve the RCC common bus shuttling system and airfield operating vehicles
- 2) Interior North Side Road  
Interior airport road between Sassafra Street and Washington Street providing access to the RCC, the Shuttle Vehicle Storage Lot and the proposed Economy Parking Lot
- 3) Curbside Technology and Amenities at RCC  
Proposed technology and customer amenity improvements (e.g. customer information, next shuttle arrival information) at the RCC curbside
- 4) Curbside Technology and Amenities at Terminals  
Proposed technology and customer amenity improvements (e.g. customer information, next shuttle arrival information) at the terminal commercial curbside



- 5) **Wayfinding for Terminals and Curbside**  
Proposed wayfinding signage and directions leading RAC customers to the RCC common bus shuttling system stops at the terminal commercial curbside
- 6) **Communications Backbone**  
Development of fiber communications backbone to support security and information technology improvements for the RCC, RCC common bus shuttling, and the Shuttle Vehicle Storage Lot
- 7) **Shuttle Vehicle Storage Lot**  
Surface facility across from the RCC providing space for shuttle vehicle parking and RCC shuttling system operations and administration building (e.g. trailer)
- 8) **RCC Shuttle Vehicles**  
Transit buses to be acquired by the Authority to provide the RCC common bus shuttling system

## 6 Transit Plan Implementation

The SRTP will be utilized and referenced throughout transit project planning, design and operation to ensure that Airport's ground transportation and transit services are deployed consistently with the Authority's goals. The Authority will periodically review the SRTP every five (5) years. As Authority goals evolve or Airport passenger demand and expectations change, the SRTP will be updated periodically, consistent with Authority's service development and contracting schedules, to reflect changes in the Authority's plans, project, operations, and funding resources. When updates are recommended by Authority staff, the SRTP will present the document and anticipated changes back to the Board for approval.



000112

Figure 1: Employee Shuttle Route



Figure 2: Airport Loop Shuttle Route

000113



000114

Figure 3: Economy Lot Shuttle Route



000115

Figure 4: Long Term Lot Shuttle Route

# Appendix A

## Transit Services Provided by the Authority (Existing)



Employee Shuttle (Blue Bus)



Airport Loop (Red Bus)



Economy Lot Shuttle (Green Bus)



Long Term Lot Shuttle (Blue Bus)

000116

Figure 5: Route Vehicles

**APPENDIX B**

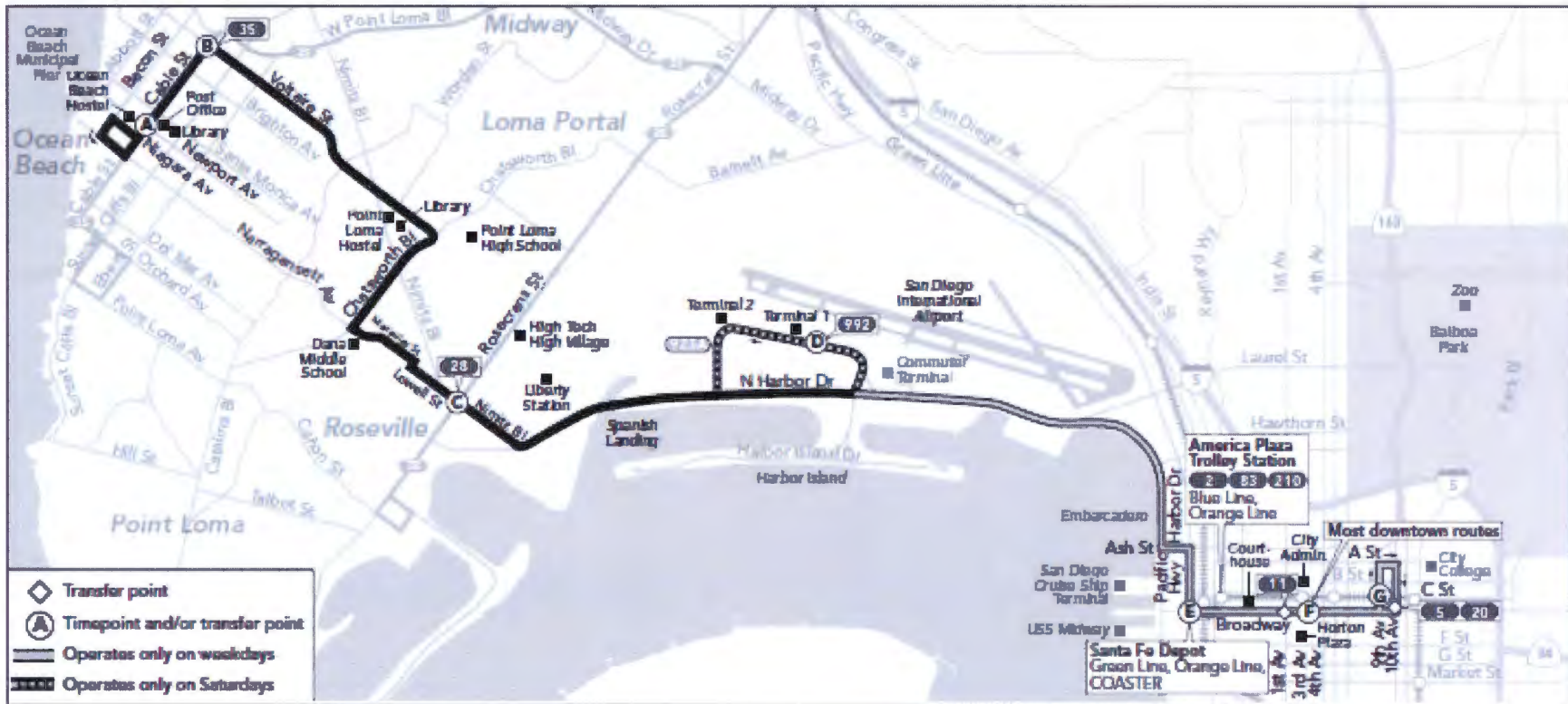
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Transit Services Provided by Others (Existing)



# Appendix B

## Transit Services Provided by Others



000118

Figure 6: Map of Route 923



000119

Figure 7: Map of Route 992



Figure 8: MTS Trolley Route Map



Source: The Port of Authority at en.wikipedia

Figure 9: Coaster Route Map Transit Connections



Figure 10: Amtrak Pacific Surfliner Route Map 00012238

**APPENDIX C**

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Proposed Transit Services Exhibits



000124

Figure 11: Commuter Terminal



000125

Figure 12: Terminal 1





000126

Figure 13: Terminal 2



000121

Figure 14: Combined Route

**APPENDIX D**

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Bus Deadhead Trip Activity

**Fueling ADT Calculations**

**Vehicle Characteristics**

Vehicle Fuel Capacity [gge]	125
AM + PM Peak Period Length [hr]	10
Off-Peak Period Length [hr]	10
After Hours Period Length [hr]	4

**Route Parameters**

	CT	T1	T2	Combined
Roundtrip Route Length [mi]	4.0	5.0	5.5	6.0
MPG [miles/gge]	3.0	3.0	3.0	2.8
Trips per Peak Hour [trips/peak hr]	6	12	12	
Trips per Off-Peak Hour [trips/off-peak hr]	3	6	6	
Trips per After Hours [trips/after hr]				2

**Average Daily Trips [ADT]**

	CT	T1	T2	Combined
# Vehicle Fueling Trips / day	1.2	3.0	3.3	0.2

*Average Daily Vehicle Trips for Fueling (Including 20% Contingency for Deadhead) 9*

000129

Figure 15: Fueling ADT Calculations

**Maintenance ADT Calculations**

**RCC Common Bus Shuttle Fleet Size**

Fleet Size [# Vehicles]	16
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**Maintenance Frequency**

	Trips per vehicle per year
Bus Exterior Cleaning and Washing	178
Preventative Maintenance	52
Major Components Replacement	2

**Average Daily Trips [ADT]**

Annual Trips for Maintenance per Vehicle	232
Total Annual Trips for Maintenance for Fleet	3712

*Average Daily Vehicle Trips for Maintenance* 10

000130

Figure 16: Maintenance ADT Calculations

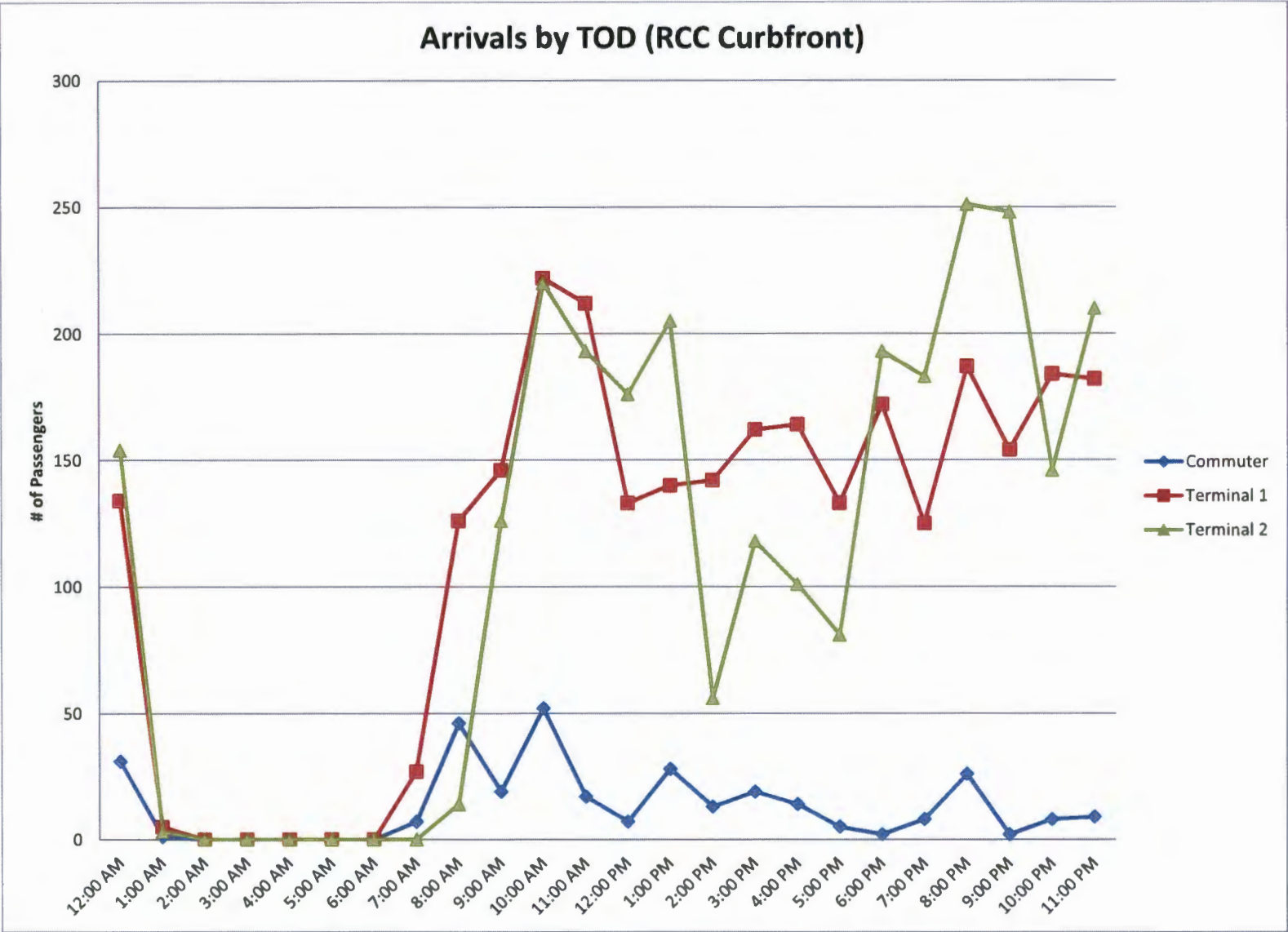
**Average Daily Trips through PAC Highway and Washington Street Intersection**

<b>Time Period</b>	<b>Parameters</b>	<b># Trips</b>
After Hours/Fueling Period 12:00 am - 6:00 am	- All buses being fueled will be deployed before 6:30 am - 5 bays at the RCC will be used as staging for morning peak period deployment	4
AM Traffic Peak Period 6:00 am - 8:00 am	- All driver relief periods will occur at terminals - All vehicle pullouts will occur at terminals - All bus deployment will occur at terminals	0
Off-Peak Period 8:00 am - 4:00 pm	- Max. 3 sets of deployments throughout off-peak period and at the RCC - Normal deployment and relief scheduling	9
PM Peak Period 4:00 pm - 6:00 pm	- All driver relief periods will occur at terminals - All vehicle pullouts will occur at terminals - All bus deployment will occur at terminals	0
Off-Peak Period 6:00 pm - 12:00 am	- Max. 2 sets of deployments throughout off-peak period and at the RCC - Normal deployment and relief scheduling	3

*Average Daily Vehicle Trips through PAC Highway and Washington Street Intersection*

000131

**Figure 17: Average Daily Trips through Intersection**



000132

Figure 18: Arrivals by Time of Day (RCC Curbfront)

RESOLUTION NO. 2014-0032

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING SDIA'S SHORT-RANGE  
TRANSIT PLAN DESCRIBING THE AIRPORT'S  
TRANSIT SYSTEM AND ITS OPERATION.

WHEREAS, the Authority is currently constructing a consolidated rental car center ("RCC") on the north side of San Diego International Airport ("SDIA") to serve the rental car industry and its customers to be completed in late 2015; and

WHEREAS, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers between the RCC and the terminals at SDIA.); and

WHEREAS, there are currently seventy-seven (77) shuttle buses, primarily of gasoline and diesel fuel types that will be replaced by the sixteen (16) to twenty (20) new clean-air vehicle shuttle buses thus reducing the total vehicle count on the roadways and the Airport's overall greenhouse gas emissions; and

WHEREAS, the shuttle bus operations will be conducted largely over an interior ring road on SDIA. The buses however, will also travel over limited portions of North Harbor Drive, a public street and other public streets and that operation on public streets requires the buses must comply with the standards of the California Vehicle Code; and

WHEREAS, the Authority currently operates on defined schedules, a twenty four (24) hour transit system of twenty nine (29) shuttle buses over Airport and Public roadways, transporting employees and airline passenger parking patrons between the four parking facilities and the airport terminals; and

WHEREAS, the 16- 20 shuttle buses serving the RCC provide regular and continuing transportation service to the public between the RCC and SDIA Terminals will be integrated into and become part of the Airport's "transit system" owned and operated by the Authority, a public entity; and



WHEREAS, a “short-range transit plan” (“Plan”) describes the Airport’s “transit system” operation and provides the basis for assessing and balancing the competing goals of transit productivity e.g. cost per service mile and transit service delivery e.g. on-time passenger pickup/drop offs, clean facilities, comfortable buses. The Plan promotes a comprehensive, coordinated and continuous planning process for SDIA transit services, especially the Rental Car Center “transit” buses for the short range (2-5 year) planning horizon. The Plan proposes specific recommendations and essential actions for implementing key objectives and guides the development, implementation and management of the Airport’s transit system services.

WHEREAS the Authority Board finds (a) the new fleet class is necessary to serve a new or existing market pursuant to the Authority’s short-range transit plan and (b) the new fleet class is necessary to meet a federal, state, or regional statutory or regulatory requirement; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves SDIA’S Short-Range Transit Plan describing the Airport’s transit system and its operation.

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that the operation of transit buses to serve users of the rental car center was evaluated subject to the California Environmental Quality Act (“CEQA”), Pub. Res. Code Section 21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01) certified May 1, 2008 and the Northside Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011; and the proposed project was approved by the California Coastal Commission on August 14, 2013 in accordance with the California Coastal Act (Coastal Development Permit #6-13-011).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

---

BRETON K. LOBNER  
GENERAL COUNSEL

RESOLUTION NO. 2014-0033

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY DECLARING (1) THE AUTHORITY'S BUS OPERATIONS AS A "TRANSIT SYSTEM", AND (2) THE RENTAL CAR CENTER (RCC) BUSES AS "TRANSIT BUSES," TO ALLOW THE AUTHORITY TO PURCHASE AND OPERATE PASSENGER BUSES WEIGHING IN EXCESS OF THE 20,500 POUND AXLE LIMIT PER THE PROVISIONS OF CAL. VEH. CODE § 35554(d).

WHEREAS, the Authority is currently constructing a consolidated rental car center ("RCC") on the north side of San Diego International Airport ("SDIA") to serve the rental car industry and its customers to be completed in late 2015; and

WHEREAS, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers between the RCC and the terminals at SDIA.); and

WHEREAS, there are currently seventy-seven (77) shuttle buses, primarily of gasoline and diesel fuel types that will be replaced by the sixteen (16) to twenty (20) new clean-air vehicle shuttle buses thus reducing the total vehicle count on the roadways and the Airport's overall greenhouse gas emissions; and

WHEREAS, the shuttle bus operations will be conducted largely over an interior road on SDIA. The buses however, will also travel over limited portions of North Harbor Drive, a public street and other public streets and that operation on public streets requires the buses must comply with the standards of the California Vehicle Code; and

WHEREAS, the California Vehicle Code regulates the gross weight and the gross axle weight of vehicles, including buses, operating over public streets and highways (Cal. Veh. Code § 35550 et seq) however, these laws also provide certain exemptions from these gross weight limitations for vehicles that meet the definition of a "transit bus" when operated by a transit system and where certain other conditions are met; and

WHEREAS, the shuttle buses serving the RCC provide regular and continuing transportation service to the public between the RCC and SDIA Terminals and are part of a "transit system" owned and operated by the Authority, a public entity; and

WHEREAS, the Board has approved SDIA'S Short-Range Transit Plan describing the Airport's transit system and its operation; and

WHEREAS, a "transit bus" is defined as "any bus owned or operated by a publicly owned or operated transit system, or operated under contract with a publicly owned or operated transit system, and used to provide to the general public, regularly scheduled transportation for which a fare is charged;" and

WHEREAS, a fare (the fee collected through a customer facility charge ("CFC") which pursuant to state law is automatically added to the contract price for the rental car) is charged to the shuttle bus riders for the use of the regularly scheduled transportation; and

WHEREAS, written notice has been provided to the City of San Diego, which maintains the streets over which the RCC shuttle buses will travel, as well as County of San Diego, of the Authority's intent to procure shuttle buses in excess of the 20,500 lb. weight limit. The Authority must place in the public record any comments the Authority's Board receives about the procurement of the shuttle buses; and

WHEREAS, the Authority's Board must hold a public hearing and find (a) the new fleet class is necessary to serve a new or existing market pursuant to the Authority's short-range transit plan and (b) the new fleet class is necessary to meet a federal, state, or regional statutory or regulatory requirement; and

WHEREAS, in order for the Authority to avail itself of the exception provided in § 35554(d), the Authority must find that (1) the Authority's bus operations are a "transit system", and (2) the RCC shuttle buses are "transit buses;" and

WHEREAS, the Authority Board finds (a) the new fleet class is necessary to serve a new or existing market pursuant to the Authority's short-range transit plan and (b) the new fleet class is necessary to meet a federal, state, or regional statutory or regulatory requirement; and

NOW, THEREFORE, BE IT RESOLVED that the Board finds that the Authority (a) qualifies as a "transit system", (b) the shuttle buses serving the RCC qualify as "transit buses", and (c) the Authority can proceed to procure transit buses having a single axle weight in excess of 20,500 pounds.

BE IT FURTHER RESOLVED that the Board finds that the operation of transit buses to serve users of the rental car center was evaluated subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code Section 21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01) certified May 1, 2008 and the Northside Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011; and the proposed project was approved by the California Coastal Commission on August 14, 2013 in accordance with the California Coastal Act (Coastal Development Permit #6-13-011).

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

000138

Item 14

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY SHORT RANGE TRANSIT PLAN (SRTP) & CALIFORNIA VC § 35554 EXEMPTION

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April 3, 2014

David Boenitz, Director Ground Transportation



# Board Action

## **Subject:**

Approval of the San Diego International Airport's Short-range Transit Plan and exemption from California Vehicle Code §35554(d)

## **Recommendation:**

Adopt Resolution No. \_\_\_\_\_, approving SDIA's Short-range Transit Plan describing the Airport's transit system and its operation.

Adopt Resolution No. \_\_\_\_\_ declaring (1) the Authority's bus operations as a "transit system", and (2) the Rental Car Center (RCC) buses as "transit buses," allowing the Authority to purchase and operate passenger buses weighing in excess of the 20,500 pound axle limit per the provisions of Cal. Veh. Code § 35554.

# Background

- The Authority is currently constructing a consolidated rental car center (“RCC”) on the north side of San Diego International Airport (“SDIA”) to serve the rental car industry and its customers starting January 2016.
- When the facility is fully operational, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers between the RCC and the terminals at SDIA.
- 2013 Kimley-Horn and Associates (Airport consultant ) study “Rental Car Center- Bus System Program Development “did a comprehensive review for and recommendation of RCC busing options. Transit models confirm that 16-20 buses, 35’-40’ in length using compressed natural gas (CNG) would be necessary to ensure the specified customer service levels, bus performance, optimum seating and luggage capacity, comfort, technology, safety as well as meet the rental car companies’ expectations and the Authority’s sustainability commitments.



# Background

- RCC bus procurement, start up and ongoing operations will be provided through a management contract with a private third party contractor.
- The RCC shuttle bus operations will be conducted largely over an interior ring road on SDIA; the buses however, also will access the airport terminals using limited portions of North Harbor Drive; buses will be refueled and maintained at facilities located around the airport (using public streets).
- Operation on a public street requires the buses comply with the California Vehicle Code regulations and standards- in particular, the gross weight and the gross axle weight of vehicles.
- The Authority currently operates a “24/7” airport shuttle bus “transit system” transporting employees, airline passengers and airport patrons to and from the parking facilities and terminals.



# SHORT-RANGE TRANSIT PLAN

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- Transit services provided by the Authority
- Transit services provided by others
- Proposed Transit Service Provided by the Authority

# Short-Range Transit Plan (S RTP)

## What is a Short-Range Transit Plan?

- (1) Serves as a management and policy document and (2) establishes goals, objectives, and standards specifically related to scheduling and route planning, safety and security, service reliability, system effectiveness, customer service, system efficiency, statutory and regulatory compliance.
- (2) The Airport's Short-Range Transit Plan is a 2-5 year plan to evaluate existing transit services, forecast new transit services and identify necessary infrastructure improvements and/or operational changes to integrate and improve the overall system.
- (3) The Plan provides internal and external transit stakeholders a current state perspective on the Airport's transit services and systems and the timing and impact of future S RTP enhancements.

# Definitions

- Transit System- The California Vehicle Code does not define “transit system” or “publicly owned or operated transit system”. The Federal Transit Administration’s National Transit Database (“NTD”) gives the definition of “Public Agency or Transit System” as, “A public entity that provides public transportation services. It may be a state or local government, or any department, special purpose district (e.g. transit or transportation district), authority or other instrumentality of one or more state or local government.”
- Bus and Transit Bus- The California Vehicle Code defines a “bus” as “any vehicle . . . designed, used, or maintained for carrying more than fifteen (15) persons including the driver.”  
A “transit bus” is defined as “any bus owned or operated by a publicly owned or operated transit system, or operated under contract with a publicly owned or operated transit system, and used to provide to the general public, regularly scheduled transportation for which a fare is charged. . . .”

If the RCC shuttle buses are considered “buses”, and not “transit buses”, the Authority would not be entitled to operate the shuttle buses with a gross per axle weight exceeding 20,500 pounds. However, if the RCC shuttle buses are “transit buses,” the Authority would have no weight limitations *provided* the exception elements found in § 35554(d) are satisfied.

# Transit services provided by the Authority

	Airport Employee Shuttle	Airport Loop Shuttle	Economy Lot Shuttle	Long Term Lot Shuttle
Hours of Operations [Hours/Day]	24	24	24	24
# of Buses [Buses]	6	5	9	9
Capacity [Passengers]	27	27	19	19
Round Trip Mileage [Miles]	3.0 miles	2.0 miles	6.5 miles	5.1 miles
Frequency [Round Trips/Hour]	8 (peak) 4 (off peak)	15 (peak) 6 (off-peak)	15 (peak) 6 (off-peak)	15 (peak) 6 (off-peak)
Fuel Type	CNG	Diesel	Propane	Propane
Service Area	Airport Terminals to Employee Parking Lots	Inter-Terminal Service between all Airport Terminals	Airport Terminals to Pacific Highway Parking Lot	Airport Terminals to Harbor Drive Parking Lot



# Transit services provided by others

Rental Company Name	# of Vehicles Permitted
Alamo Rent A Car	8
Avis Rent A Car	11
Budget Rent A Car	7
Dollar Thrifty Automotive Group	11
Enterprise Rent A Car Company	11
E-Z Rent A Car Inc.	2
Fox Rent-A-Car	7
Hertz Rent A Car	11
Midway Car Rental	1
National Car Rental	7
Pacific Rent A Car	1
Payless Car Rentals	2
Travcar / Ace Car Rental	2
<b>Total</b>	<b>81</b>



# Proposed Transit Service Provided by the Authority

- Initial purchase of 16 with as many as 20 (later years) 35'- 40' Compressed Natural Gas (CNG) transit buses replacing the 81 RCC (existing) vehicles of various fuel types, sizes and transit frequencies, reducing the Airport's greenhouse gas footprint and relieving traffic congestion.
- Authority RCC transit services will be provided to the Commuter Terminal, Terminal 1, Terminal 2 and a combined route with an estimated 300 service hours and 3300 service miles (per day).
- 24/7 operation with dedicated terminal service from 4am- 12am.
- Terminal operation frequencies:  
5 min. (peak); 10 min (off peak) except  
Commuter Terminal 10min. (peak);  
20 min(off peak)



# Proposed Transit Service Provided by the Authority





# Short-Range Transit Plan Summary

- Transit services currently provided to airport employees, airline passengers, parking patrons and the general public via Airport's transit system.
- Written notification and the draft SRTP submitted to City and County of San Diego on March 17, 2014 disclosing that the Authority intends to operate buses serving the RCC in excess of the California Vehicle Code §35554 restriction of 20,500lbs.
- Airport Authority qualifies as a "transit system" providing public transportation services.
- The Shuttle buses serving the RCC qualify as "transit buses" and not "buses."
- The specified requirements for the RCC shuttle buses include, but not limited to, bus length, seating capacity, number of axles, fuel and technology systems. The sixteen (16) new RCC shuttle buses have similar defining characteristics and by definition, comprise a "fleet class." The new fleet class is necessary to address a need to serve a new market pursuant to the short-range transit plan.



**CALIFORNIA VEHICLE CODE**  
**§ 35554 EXEMPTION**

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## California VC § 35550 et seq.

Goal is to protect against the deterioration of public roads and streets from damage caused by overweight buses. § 35554 sets weight limitations for buses by providing the “. . . gross weight on any one axle of a bus shall not exceed 20,500 pounds.”

§ 35554, however, provides an exception for certain “transit buses” (as distinguished from “buses”) by providing the following:

- “(d)(1) A publicly owned or operated transit system or an operator of a transit system under contract with a publicly owned or operated transit system shall not procure, through a solicitation process pursuant to which a solicitation is issued on or after January 1, 2013, a transit bus whose weight on any single axle exceeds 20,500 pounds *except* as follows:
  - (A) It may procure and operate a new bus exceeding 20,500 pounds that is of the same or lesser weight than the bus it is replacing or (B) It may procure and operate a new transit bus exceeding 20,500 pounds in order to incorporate a new fleet class into its inventory if its governing board adopts a finding at a public hearing that the fleet class expansion or change in fleet classes is (1) necessary to address a need to serve a new or existing market pursuant to its most recently adopted short-range transit plan or (2) to meet a federal, state, or regional statutory or regulatory requirement, and includes a consideration of vehicle needs and fleet size.

## California VC § 35550 et seq.

- ... *[The Airport can] procure and operate a new transit bus exceeding 20,500 pounds in order to incorporate a new fleet class into its inventory*
- ... *[The Airport's] governing board adopts a finding at a public hearing that the fleet class expansion or change in fleet classes is necessary to address a need to serve a new or existing market pursuant to its most recently adopted short-range transit plan.*

# Summary

- Staff has taken the following actions:
  - Developed the Authority's Short-Range Transit Plan (STRP);
  - Provided written notice to both the City and County our intent to operate transit buses between the terminals and the Rental Car Center (RCC).

# Summary

- Recommends the Authority Board
  - Approve and adopt the Airport Authority's Short-Range Transit Plan
  - Conduct the public hearing to find the (a) the new fleet class is necessary to serve a new or existing market pursuant to the Authority's short-range transit plan and (b) the new fleet class is necessary to meet a federal, state or regional statutory or regulatory requirement
  - Allow the Authority to purchase and operate passenger buses weighing in excess of the 20,500 pound axle limit per the provisions of California Vehicle Code § 35554

# SHORT RANGE TRANSIT PLAN & CALIFORNIA VC § 35554 EXEMPTION



## QUESTIONS

# REFERENCE INFORMATION



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITYP.O. BOX 82776, SAN DIEGO, CA 92138-2776  
619.400.2400 WWW.SAN.ORG

COPY

March 13, 2014

James Nagelvoort, P.E.  
Public Works Director / City Engineer  
Department of Public Works  
525 B Street, Suite 750  
San Diego, CA 92101  
MS 908A

Dear Mr. Nagelvoort:

This letter and notice is prepared and forwarded to you pursuant to the requirements of California Vehicle Code §§ 35550 – 35554 which contain provisions applicable to the gross axle weight limit of transit buses.

The San Diego County Regional Airport Authority ("Authority") is serving notice that it intends to procure as many as twenty (20) transit buses, each thirty-five (35') to forty (40') feet in length to be operated using alternative fuels or other clean technology. The transit buses will operate predominately on the Authority's proprietary roads on San Diego International Airport ("Airport").

Pursuant to the Authority's Request for Proposals and the proposed contract that will be entered with the successful proposer, it is anticipated the transit buses will be delivered to the Authority on or before June 2015. They will be placed into full service on or before January 2016. The buses will become part of the Authority's existing bus fleet to be used to transport airport passengers (with luggage) between the Airport's terminals and a new Rental Car Center currently being constructed adjacent to Pacific Coast Highway, west of Laurel Street, on Airport property. The buses will operate on a schedule each day of the week between the hours of 4 a.m. and 12 a.m., principally using the Airport's Terminal Link Road. However, the buses will operate on a portion of Harbor Drive when exiting and entering the on-Airport Terminal Link Road. The buses will be refueled and maintained generally between the hours of 12am and 4am at a local off-site (non-Airport) facility at a location to be determined.

It is expected the rear axle weight of the transit buses will exceed the maximum gross axle weight limitation of 20,500 pounds set forth in California Vehicle Code § 35554. This notification complies with the requirements of § 35554 that the Authority, through its governing board, ". . . shall provide written notice to those cities and counties on whose roads the bus would travel of the public hearing at which this procurement is to be considered and shall place in the public record any comment of concern the board receives about the procurement"

The procurement and operation of these new transit buses will address a needed fleet class expansion to the Authority existing bus fleet to serve a new and existing market as more fully



SAN DIEGO  
INTERNATIONAL  
AIRPORT

described in the Authority's draft "Short-Range Transit Plan" ("the Plan"), a copy of which is enclosed. The Authority's new transit bus fleet of approximately 16 transit buses will replace as many as 77 private large buses and smaller shuttles currently used to transport airport passengers to and from the many rental car agencies operating near the Airport. The Plan describes the bus characteristics, transit operation procedures, general operating routes and other essential information needed to integrate and manage the RCC buses with the Airport's overall transit system. The Plan will be presented to the San Diego County Regional Airport Authority Board on Thursday, April 3, 2014 for its approval so the needed exemption to the code can be obtained and the Authority can make a final selection of an operator for our RCC bus contract.

Public comment will be heard at the Board's April 3, 2014 meeting. All written comments should to be submitted on or before March 26, 2014 to:

Board of Directors  
San Diego County Regional Airport Authority  
Attention: Tony Russell, Authority Clerk  
3225 North Harbor Drive, Third Floor  
San Diego, CA 92101

Sincerely,

A handwritten signature in cursive script that reads "Thella F. Bowens". The signature is written in black ink and is positioned above the printed name and title.

Thella F. Bowens  
President/CEO

Attachment: SDCRAA "Short-Range Transit Plan" (DRAFT)



SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY  
**STAFF REPORT**

Item No.  
**15**

Meeting Date: **APRIL 3, 2014**

**Subject:**

**Award and Authorize the President/CEO to Execute an Agreement with SP Plus Corporation for Rental Car Center Shuttle Services**

**Recommendation:**

Adopt Resolution No. 2014-0036, awarding and authorizing the President/CEO to: (1) Issue a purchase order to SP Plus Corporation to procure sixteen (16) shuttle buses in an amount not to exceed \$7,791,277 and authorize the President/CEO to execute the purchase order; and (2) Award an Agreement to SP Plus Corporation for Rental Car Center Shuttle Services for an amount not to exceed \$29,208,723; and authorize the President/CEO to execute the agreement for (a) a term of one and one-half (1.5) years to (i) manage the procurement and delivery of sixteen (16) buses to the Authority, and (ii) test and accept the buses and the storage facilities; and (b) for a term of five (5) years, to operate the RCC buses in accordance with the Authority's defined performance specifications and standards.

**Background/Justification:**

In 2016, the Authority anticipates the need for sixteen (16) shuttle buses from thirty-five (35) to forty (40) feet in length configured to accommodate up to 25 seated passengers and their luggage to transport Rental Car Center users between the RCC and the Airport's terminals. This shuttle bus service will commence January 2016 and provide 24 hours a day services to RCC customers.

In late November 29, 2013, the Authority issued a Request for Proposals ("RFP") seeking third-party proposals to procure, start-up and operate the shuttle buses necessary for the service. By operating a consolidated bus service, the number of shuttle buses serving the rental car industry is expected to be reduced from eighty one (81) to sixteen (16). The new bus shuttle operation will completely replace the current fleet of privately operated shuttle vehicles (using various fuel types) with a much smaller fleet of buses (all fueled by compressed natural gas ("CNG")).

On January 31, 2014, the Authority received nine (9) proposals in response to its RFP. Eight (8) proposals were considered responsive and one (1) proposal was considered to be non-responsive. The non-responsive proposal did not provide any information and costs associated for the performance of the requested shuttle bus operation services. Some of the proposals included the use of large buses with a gross vehicle weight exceeding 41,000 pounds and a gross weight on one axle exceeding 20,500 pounds.

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One RFP proposer, proposing a bus with a gross single axle weight of less than 20,500 pounds, pointed out to the Authority the existence of vehicle weight restrictions under California law. Staff confirmed that some of the buses proposed exceeded the 20,500 pound weight restriction on the rear axle.

The California Vehicle Code states that vehicles, including buses, operated on public streets and highways in California are subject to weight restrictions, including a gross weight restriction of 20,500 pounds on the rear axle. However, California Vehicle Code § 35554(d) provides an exemption for "transit buses" operated by the operator of a "public transit system" under certain conditions. The exemption would apply to the RCC shuttle buses since the Authority should qualify as the operator of a "transit system" and the RCC shuttle buses should qualify as "transit buses." Under the exemption, the Authority would be entitled to purchase and operate buses weighing in excess of the 20,500 pounds axle limit, provided the Authority's Board holds a public hearing with appropriate notice to the City of San Diego and adopts appropriate findings that a new fleet class of buses is necessary at San Diego International Airport ("SDIA").

Rental Car Center Shuttle Services (RFP). The RCC Shuttle Services RFP solicited qualified respondents ("proposers") to perform the following over a six and one half (6.5) year term (1.5 years to procure and test the buses and 5 years to operate the bus system):

1. Procurement. Procure new from sixteen (16) to twenty (20) "clean air" shuttle buses, either through lease, purchase or financing, that meet the Authority's technical and operational specifications;
2. Start-Up Testing & Implementation. Implement (start-up) shuttle services, specifically bus manufacturing oversight, planned inspections, warranty review, bus acceptance testing, staffing, training, communication and dispatch testing and storage building fit-up.
3. Provide shuttle services (ongoing). Operate shuttle buses according to approved schedules and service levels between the RCC facility and airport terminals, perform off-site fueling and maintenance (fueling to be provided by approved fueling facility, maintenance to be provided by approved maintenance facility), ongoing hiring and managing bus personnel, care and oversight of Authority-provided facilities and continuous evaluation of RCC bus service to determine customer service gaps and improve operational efficiency.

RCC Transit Bus Contractor Selection Process. The Authority issued the Request for Proposals ("RFP") for the Rental Car Center Shuttle Services in November 29, 2013. Shortly after the RFP was made available, the Authority hosted a pre-submittal meeting open to all interested parties to review the proposal requirements, take questions specific to the RFP process and RCC operational plans, and to review the specifics of the proposed agreement.

In March 2014, an evaluation panel comprised of three (3) senior Authority staff members, three (3) Airport consulting representatives, and one (1) rental car industry representative reviewed the proposals. The panel ranked all proposals based on specific evaluation criteria (as delineated in the RFP). The panel comprehensively evaluated each proposal using the following criteria:

- Cost/Fees. Evaluated were (a) the per unit cost of 16 to 20 shuttle buses; (b) the implementation/start-up of shuttle services; and (c) ongoing shuttle service operations. The panel judged all proposed costs and fees associated with performing and completing the services, including the purpose and calculation of each estimated cost (to derive an in-service cost per mile) as well as the fixed costs associated with start-up and management fees. Costs for "dead head" mileage (non-service related trips related to fueling and maintenance) were not included in the in-service cost/mile.
- Qualifications and Prior Experience of the Proposer. Evaluated were each Proposer's minimum qualifications to provide shuttle buses and the Proposer's team providing shuttle services and operations.
  1. For the shuttle buses. Each Proposer was to have and demonstrate, at a minimum, five (5) years of experience, with at least two (2) years' of continuous experience during the past five (5) years in the fabrication, manufacturing and/or procurement of shuttle buses;
  2. For shuttle services and operations: Each Proposer was to have and demonstrate, at a minimum of five (5) years of experience, with at least two (2) years of continuous experience during the past five (5) years, in the operation and management of shuttle bus services including experience in operating at least ten (10) shuttle buses concurrently with operating hours of over twenty (20) hours per day for a public or institutional client such as a transit agency, university, college, airport or hospital, including the operation of at least ten (10) alternative-fueled shuttle buses.
- Qualifications and Prior Experience of the Management Team. The evaluation panel reviewed the résumés of the key management personnel which outlined the professional qualifications, capabilities, and experience of those assigned to manage the RCC bus fleet operations. The review included evaluating their current relevant projects as well as their availability. The assessment took into account all services to be performed by the proposer (i.e., maintenance, cleaning, fueling, storage lot janitorial services, etc.), as well as those services that were to be performed by subcontractors, partners or others.
- Shuttle Bus Procurement Plan. Each proposer was requested to describe their proposed plan for the procurement of new shuttle buses to demonstrate how they would evaluate, test and ultimately accept the shuttle buses (per the specifications set forth in the RFP).

The proposers were required to describe their overall understanding of the requirements and ability to complete tasks, their organization and their qualifications to including:

1. Approach to performing the agreement
  2. Fleet Size
  3. Passenger Capacity
  4. Fuel Technology
  5. Sustainability Features and Practices
  6. Images, Shop Drawings, Layout, and Exterior/Interior Features
  7. In-Vehicle Communications Technology
  8. Supporting Capital Infrastructure
  9. Purchase, Financing, and/or Leasing Terms and Conditions
- Shuttle bus Service Plan (Start-up and implementation). Proposers were required to describe their proposed plan for implementation of shuttle services and demonstrate how they would provide and accomplish the scope of work including a description of their overall understanding of the requirements and capability to complete tasks, their organization and their qualifications to include:
    1. Implementation Management;
    2. Personnel Recruitment, Selection and Training;
    3. Shuttle buses Storage Lot Activation;
    4. Shuttle buses Delivery Inspections;
    5. Systems Testing for Back Office and In-Vehicle Equipment with Authority Acceptance; and
    6. Service Testing, Standard Service and Emergency Demonstrations with Authority Acceptance.
  - Shuttle Services (Ongoing services). Proposers were asked to describe their proposed operational plans and demonstrate how they would provide and accomplish the scope of work. Each proposer was asked to discuss their overall understanding of the requirements and capability to complete the following tasks:
    1. Scheduling of shuttle buses, service operations and maintenance personnel and a "typical day of service;"
    2. Key personnel duties, tasks, and responsibilities;
    3. Service operations and maintenance performance monitoring, management, and reporting;
    4. Standard operating procedures, including shuttle services failures, special events, and emergency situations;
    5. Location(s) for shuttle bus maintenance and fueling services, including estimated deadhead miles; and
    6. Strategy for controlling fuel costs to meet proposed fuel rate schedule.

- Proposers. The proposers were: (1) ABM Onsite Services-West, Inc., (2) ACE Parking Management, (3) BYD Motor Inc. (non-responsive), (4) Corinthian Parking LA Inc., (5) First Transit Inc., (6) Great Lakes Transportation Holding, (7) Silverado Stages, Inc., (8) SP Plus Corporation and (9) Veolia Transportation. The following tables summarize the Evaluation Panel's ranking of the proposers and their individual assessment of each proposer by evaluation category. This short list process was used to determine which proposers would be selected for an interview.

### SHORT LIST EVALUATIONS AND RANKINGS

Evaluation Panel's Ranking for Short List Interviews									
ABM Parking Services	3	3	3	4	4	4	3	24	3
ACE Parking Management	4	5	7	5	7	5	5	38	5
BYD Motors Inc.	Non-responsive								
CIPS LA	8	6	5	6	8	6	6	45	7
First Transit Inc.	5	4	4	3	3	3	4	26	4
Metro Cars	7	8	8	8	6	8	8	53	8
Silverado Stages Inc.	6	7	6	7	4	7	7	44	6
SP PLUS Corporation	1	1	2	2	2	2	1	11	2
Veolia	2	2	1	1	1	1	2	10	1

Note to Table: 1 = highest; 9 = lowest.

### Short List Scores

Combined Scores	Cost / Fees	Qualifications and Prior Experience of the Company	Qualifications and Prior Experience of the Management Team	Shuttle Vehicles Procurement Plan	Shuttle Service Plans	Total
ABM Parking Services	735	1380	1505	480	460	4560
ACE Parking Management	1050	990	1155	380	300	3875
BYD Motors Inc.	Non-responsive					
CIPS LA	945	930	980	270	230	3355
First Transit Inc.	1050	1620	1645	220	240	4775
Metro Cars	735	750	805	300	210	2800
Silverado Stages Inc.	945	780	875	310	320	3230
SP PLUS Corporation	945	1860	2065	580	600	6050
Veolia	840	1800	2100	590	620	5950



Short list – Interviews. On March 14, 2014 the four (4) highest ranked proposers were invited to make a presentation during an interview with the Evaluation Panel. After the Proposer's presentations, the panel members asked each proposer the identical set of eight (8) questions relating to the RCC Shuttle Services related to the evaluation criteria. These questions sought additional information on performance measurements, contingency plans, communication with the Authority, maintenance plans, employee recruitment and training, and mitigation of financial risk.

After extensive deliberations, the Evaluation Panel concluded SP PLUS CORPORATION to be the most qualified firm with the lowest proposed fee. The Panel recommends that SP PLUS CORPORATION be awarded the agreement for RCC Shuttle Services at SDIA.

Final Evaluation and Recommendation. The following two tables summarize the results of the short list interviews and the proposer presentations, including their written proposals. Table 1 contains each panelist's final rankings (1 reflecting the highest ranking and 4 the lowest ranking). Table 2 contains the combined weighted scores for each category evaluated by the Evaluation Panel.

SP Plus reiterated their commitment to hiring the most qualified applicants for all positions. Qualified employees of all rental car companies currently serving SAN will be afforded the opportunity to join the SP Plus team. They offered highly competitive wage and benefits packages, respect for collective bargaining rights and their strong support for employee outreach and diversity. SP Plus has a very focused training program that continually reinforces customer service, passenger management, driver skills, technology use, and safety training. Specific and targeted employee training is a substantial investment that SP Plus makes in every employee.

SP Plus provided a very competitive bid for the RCC bus purchase and services. Their proposed overall evaluated costs were 8.3% less than the second place respondent and 18.8% less than the third place respondent. These significant cost differences clearly demonstrated SP Plus' commitment to providing a top grade bus with high quality service at the lowest possible price.

FINAL EVALUATIONS

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Final Rank
ABM Parking Services	3	3	3	3	4	3	4	23	3
First Transit Inc.	4	4	4	4	3	4	3	26	4
SP PLUS Corporation	1	1	1	1	1	1	2	8	1
Veolia	1	2	2	2	2	2	1	12	2

Combined Scores	Cost / Fees	Qual. & Prior Company Experience	Qual. & Prior Mngt Team Experience	Shuttle Vehicles Procurement Plan	Shuttle Service Plans	Total
ABM Parking Services	980	660	630	950	1125	4345
First Transit Inc.	1400	630	555	800	925	4310
SP PLUS Corporation	1260	945	900	1450	1400	5955
Veolia	1120	840	750	1500	1425	5635

About SP PLUS CORPORATION. SP PLUS CORPORATION is the nation's leading provider of airport parking and ground transportation services, having introduced the concept of paid airport parking in 1951. Today, SP Plus operates shuttle bus systems at 30 U. S. airports transporting over 37,000,000 passengers annually in over 700 vehicles. SP Plus currently operates RCC transit systems at Dallas-Ft. Worth International (DFW), Albuquerque International (ABQ), Ronald Reagan Washington National (DCA) and Cleveland Hopkins International (CLE) Airports. The management team is experienced in start-up shuttle bus operations for RCC facilities at Phoenix Sky Harbor International (PHX), Fort Lauderdale-Hollywood International (FLL), Dallas- Ft. Worth International (DFW) and Albuquerque International (ABQ). They have extensive experience including labor transitioning, facility design, vehicle procurement and curbside management.

Agreement. The following agreement terms have been negotiated with SP PLUS CORPORATION:

1. an agreement for Rental Car Center Shuttle Services for a term of six and one-half (6.5) years to:
  - (a) procure and deliver sixteen (16) forty foot (40') compressed natural gas ("CNG") buses to the Authority to be delivered on or before June 1, 2015;
  - (b) fully qualify, test and accept the buses and the bus storage facility fit-up; and
  - (c) operate the RCC bus operation in accordance with the contracted performance specifications in an amount not to exceed \$29,208,723 and , and
2. issue a purchase order to SP PLUS CORPORATION for the purchase of sixteen (16) shuttle buses in an amount not to exceed \$7,791,277 and authorizing the President/CEO to execute the purchase order.

Staff recommends the Board approve the terms of the agreement and purchase order, award the agreement to SP Plus Corporation, and authorize the President/CEO to execute the agreement and approve the purchase order upon approval as to legal form by General Counsel.

**Fiscal Impact:**Operating Expense Impact

Adequate funding for the agreement with SP PLUS CORPORATION for Rental Car Center Shuttle Services and purchase of sixteen (16) shuttle buses is included in the proposed FY 2015 and FY 2016 Operating Expense Budgets within the Services – Other Professional line item. Expenses that will impact budget years not yet adopted by the Board will be included in future year budget requests.

Capital Program Impact

Adequate funds for the purchase of sixteen (16) shuttle buses are included within the Board approved FY2014-FY2018 Capital Program Budget in Project No. 104171 Acquire RCC Buses. Source of funding for this project is Customer Facility Charges.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**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.

**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, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business enterprise, on all contracts. Only one of the programs/policies named above can be used in any single contracting opportunity.

The Authority has an Airport Concession Disadvantaged Business Enterprise ("ACDBE") Plan as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 23. The ACDBE Plan calls for the Authority to submit a triennial overall goal for ACDBE participation on all concession projects.

This solicitation is an airport concession opportunity; therefore, it will be applied toward the Authority's overall ACDBE goal. SP PLUS CORPORATION is proposing 5% ACDBE participation on this project.

**Prepared by:**

DAVID BOENITZ  
DIRECTOR, GROUND TRANSPORTATION

RESOLUTION NO. 2014-0036

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AWARDING AND AUTHORIZING THE PRESIDENT/CEO TO: (1) ISSUE A PURCHASE ORDER TO SP PLUS CORPORATION TO PROCURE SIXTEEN (16) SHUTTLE BUSES IN AN AMOUNT NOT TO EXCEED \$7,791,277 AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE PURCHASE ORDER; AND (2) AWARD AN AGREEMENT TO SP PLUS CORPORATION FOR RENTAL CAR CENTER SHUTTLE SERVICES FOR AN AMOUNT NOT TO EXCEED \$29,208,723; AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE THE AGREEMENT FOR (A) A TERM OF ONE AND ONE-HALF (1.5) YEARS TO (I) MANAGE THE PROCUREMENT AND DELIVERY OF SIXTEEN (16) BUSES TO THE AUTHORITY, AND (II) TEST AND ACCEPT THE BUSES AND THE STORAGE FACILITIES; AND (B) FOR A TERM OF FIVE (5) YEARS, TO OPERATE THE RCC BUSES IN ACCORDANCE WITH THE AUTHORITY'S DEFINED PERFORMANCE SPECIFICATIONS AND STANDARDS.

WHEREAS, the San Diego County Regional Airport Authority ("Authority") is constructing a consolidated rental car center ("RCC") on the north side of San Diego International Airport ("Airport") to serve the rental car industry and its customers and which is scheduled for completion in late 2015; and

WHEREAS, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers and the public between the RCC and the terminals at SDIA; and

WHEREAS, today the rental car industry operates approximately seventy-seven (77) shuttle buses, primarily fueled with either gasoline or diesel fuel, which transport rental car customers to and from the Airport's terminals; and

WHEREAS, when the RCC is constructed and operations commence at the facility, the Authority intends to operate between sixteen (16) and twenty (20) new clean-air vehicle shuttle transit buses which will replace the rental car industry's current large fleet of shuttle buses, thereby significantly reducing the total number of vehicles operating on roadways on and near the Airport and decreasing greenhouse gas emissions; and

WHEREAS, the RCC bus operations will be conducted predominantly over an interior ring road located on the Airport, however the buses will also travel over limited portions of North Harbor Drive, a public street and other public roadways; and

WHEREAS, the shuttle buses serving the RCC provide regular and continuing transportation service to the public between the RCC and SDIA Terminals and are part of a "transit system" owned and operated by the Authority, a public entity; and

WHEREAS, the Board has approved the Airport's Short-Range Transit Plan ("Plan") describing the Airport's transit system and its operation; and

WHEREAS, written notice has been provided to the City of San Diego, which maintains the streets over which the RCC shuttle buses will travel, as well as County of San Diego, of the Authority's intent to procure shuttle buses in excess of the 20,500 lb. weight limit; and

WHEREAS, the San Diego County Regional Airport Authority (the "Authority") has determined the need for a qualified firm to procure the RCC shuttle buses and to manage the RCC Bus operation between the Rental Car Center (located at 3355 Terminal Link Road, San Diego, CA 92101) and the Airport terminals; and

WHEREAS, California law requires that the Authority's Board must hold a public hearing and find (a) that the new fleet class is necessary to serve a new or existing market pursuant to the Authority's short-range transit plan, and/or (b) that the new fleet class is necessary to meet a federal, state, or regional statutory or regulatory requirement; and

WHEREAS, the Board has found (a) the Authority is qualified to and is operating as a "transit system"; (b) the RCC shuttle buses being procured to serve the RCC qualify as "transit buses"; and (c) the Authority can proceed to procure transit buses having a single axle weight in excess of 20,500 pounds as authorized by Cal. Veh. Code § 35554; and

WHEREAS, in accordance with the Authority's Policy 5.01, on Wednesday, November 27, 2013 the Authority issued a Request for Proposals for RCC Shuttle Services (the "RFP"); and

WHEREAS, on Friday, January 31, 2014 the Authority received nine (9) proposals in response to the RFP; and

WHEREAS, the proposals were evaluated based upon the following criteria: Cost/Fees, Qualifications and Prior Experience of the Company, Qualifications and Prior Experience of the Management Team, Shuttle Vehicles Procurement Plan and Shuttle Services Plan; and

WHEREAS, on Thursday, March 13, 2014, the Authority interviewed four (4) short-listed respondents; and

WHEREAS, following a comprehensive, in depth evaluation, SP PLUS CORPORATION was deemed by the Evaluation Panel to be the most qualified firm; and

WHEREAS, the Board believes it is in the best interests of the Authority and the public that it serves for the Board to award an agreement to SP Plus Corporation for a term of 6.5 years for RCC Shuttle Services (1.5 years to procure and test the RCC buses plus 5 years to operate the buses), upon the terms and conditions set forth in the proposal.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards and authorizes the President/CEO to: (1) Issues a purchase order to SP Plus Corporation to procure sixteen (16) shuttle buses in an amount not to exceed \$7,791,277 and authorizing the President/CEO to execute the purchase order; and (2) Award an Agreement to SP Plus Corporation for Rental Car Center Shuttle Services for an amount not to exceed \$29,208,723; and authorize the President/CEO to execute the agreement for (a) a term of one and one-half (1.5) years to (i) manage the procurement and delivery of sixteen (16) buses to the Authority, and (ii) test and accept the buses and the storage facilities; and (b) for a term of five (5) years, to operate the RCC buses in accordance with the Authority's defined performance specifications and standards.

BE IT FURTHER RESOLVED that the President/CEO or designee hereby is authorized, upon approval as to form by the General Counsel, to execute and deliver such an agreement with SP PLUS Corporation; 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 affect fully the foregoing resolutions.

BE IT FURTHER RESOLVED the Board finds that this Board action is not a "project" as defined by the California Environmental Quality Act ("CEQA") [Cal. Pub. Res. Code §21065]; and is not a "development" as defined by the California Coastal Act [Cal. Pub. Res. Code §30106].



PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 3<sup>rd</sup> day of April, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY R. RUSSELL  
DIRECTOR, CORPORATE &  
INFORMATION GOVERNANCE /  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

000153

Item #15

Revised 4/2/14

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY EXECUTE AN AGREEMENT WITH SP PLUS CORPORATION FOR RENTAL CAR CENTER SHUTTLE SERVICES

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April 3, 2014

Angela Shafer-Payne, VP Operations

David Boenitz, Director Ground Transportation



# Board Action

## **Subject:**

Award and Authorize the President/CEO to Execute and Agreement with SP PLUS CORPORATION for Rental Car Center Shuttle Services.

## **Recommendation:**

1. Issue a purchase order to SP PLUS CORPORATION to procure sixteen (16) shuttle busses in an amount not to exceed \$7,791,277 and authorize the President/CEO to execute the purchase order
2. Award an agreement to SP PLUS CORPORATION for Rental Car Center Shuttle Services for an amount not to exceed \$29,208,723 and authorize the President/CEO to execute the agreement
  - a. for a term of one and one-half (1.5) years to 1) manage the procurement and delivery of sixteen (16) buses to the Authority, and test and accept the buses and the storage facilities, and
  - b. for a term of five (5) years, operate the RCC buses in accordance with the Authority's defined performance parameters and standards.

# Background

- The Authority is currently constructing a consolidated rental car center (“RCC”) on the north side of San Diego International Airport (“SDIA”) to serve the rental car industry and its customers starting January 2016.
- When the facility is fully operational, the Authority intends to provide a consolidated shuttle bus service to transport rental car customers between the RCC and the terminals at SDIA.
- RCC bus procurement, start up and ongoing operations will be provided through a management contract with a private third party contractor.
- Transit models confirm that 16-20 buses, 35’-40’ in length using compressed natural gas (CNG) would be necessary to ensure the specified customer service levels, bus performance, optimum seating and luggage capacity, comfort, technology, safety as well as meet the rental car companies’ expectations and the Authority’s sustainability commitments.

# Background

- In late November 2013, the Authority issued a Request for Proposals (“RFP”) seeking proposals from third parties to procure and operate the shuttle buses necessary to provide the consolidated bus services.
- In late January 2014, the Authority received nine (9) proposals in response to its RFP. Eight (8) proposals were considered responsive and one (1) proposal was considered to be non-responsive. Proposals were evaluated for 1) Costs/fees; 2) Company qualifications and prior experience; 3) Management team qualifications and prior experience; 4) Shuttle Vehicle Procurement Plan; and 5) Shuttle Vehicle Implementation and Services Plan
- On March 14, the four (4) proposals ranked highest by the evaluation panel were invited to make a presentation during an interview with the panel. The panel members asked each respondent an identical set of eight (8) questions relating to the RCC Shuttle Services requested and addressing the evaluation criteria.

# RCC SHUTTLE SERVICES CONTRACTOR SELECTION

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# Evaluation Criteria

- 1) Costs/fees;
- 2) Company qualifications and prior experience;
- 3) Management team qualifications and prior experience;
- 4) Shuttle Vehicle Procurement Plan; and
- 5) Shuttle Vehicle Implementation and Services Plan

**Item 15**

# RCC RFP Cost Comparison (Normalized) (SP Plus Corp. vs. Lowest Bidder)

Cost Component	SP Plus Corp.	Lowest Bidder
Bus Cost (16 buses)	\$7,791,277 (40' CNG)	\$6,651,424 (35' Bio-Diesel)
Implementation	\$504,890	\$338,396
Service*	\$19,368,176	\$19,088,112
Management	\$6,318,000	\$5,256,570
Total	\$33,982,343	\$31,334,502
Cost per service mile	\$3.95- \$4.81 (Yr. 1- Yr. 5)	\$3.95- \$4.74 (Yr. 1- Yr. 5)

\* Normalized mileage = 875,200 miles/ yr.



# RFP Respondents and Short-list

- 1) **ABM Onsite Services-West, Inc.,**
- 2) **SP Plus Corporation,**
- 3) **Veolia Transportation,**
- 4) **First Transit Inc.,**
- 5) ACE Parking Management,
- 6) Corinthian Parking LA Inc.,
- 7) Great Lakes Transportation Holding,
- 8) Silverado Stages, Inc.,
- 9) BYD Motor Inc. (non-responsive)

# Panelist Ranking and Combined Weighted Scores

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Final Rank
ABM Parking Services	3	3	3	4	4	4	3	24	3
ACE Parking Management	4	5	7	5	7	5	5	38	5
BYD Motors Inc.	Non-responsive								
CIPS LA	8	6	5	6	8	6	6	45	7
First Transit Inc.	5	4	4	3	3	3	4	26	4
Metro Cars	7	8	8	8	6	8	8	53	8
Silverado Stages Inc.	6	7	6	7	4	7	7	44	6
SP PLUS CORP.	1	1	2	2	2	2	1	11	2
Veolia	2	2	1	1	1	1	2	10	1

Combined Scores	Cost / Fees	Qualifications and Prior Experience of the Company	Qualifications and Prior Experience of the Management Team	Shuttle Vehicles Procurement Plan	Shuttle Service Plans	Total
ABM Parking Services	735	1380	1505	480	460	4560
ACE Parking Management	1050	990	1155	380	300	3875
BYD Motors Inc.	Non-responsive					
CIPS LA	945	930	980	270	230	3355
First Transit Inc.	1050	1620	1645	220	240	4775
Metro Cars	735	750	805	300	210	2800
Silverado Stages Inc.	945	780	875	310	320	3230
SP PLUS CORP.	945	1860	2065	580	600	6050
Veolia	840	1800	2100	590	620	5950

# Short list Panelist Ranking and Combined Weighted Scores

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Final Rank
ABM Parking Services	3	3	3	3	4	3	4	23	3
First Transit Inc.	4	4	4	4	3	4	3	26	4
SP PLUS CORP.	1	1	1	1	1	1	2	8	1
Veolia	1	2	2	2	2	2	1	12	2

Combined Scores	Cost / Fees	Qual. & Prior Company Experience	Qual. & Prior Mngt Team Experience	Shuttle Vehicles Procurement Plan	Shuttle Service Plans	Total
ABM Parking Services	980	660	630	950	1125	4345
First Transit Inc.	1400	630	555	800	925	4310
SP PLUS CORP.	1260	945	900	1450	1400	5955
Veolia	1120	840	750	1500	1425	5635

# Staff Recommendation

1. Issue a purchase order to SP PLUS CORPORATION to procure sixteen (16) shuttle busses in an amount not to exceed \$7,791,277 and authorize the President/CEO to execute the purchase order
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  - a. for a term of one and one-half (1.5) years to manage the procurement and delivery of sixteen (16) buses to the Authority, and test and accept the buses and the storage facilities, and
  - b. for a term of five (5) years, operate the RCC buses in accordance with the Authority's defined performance parameters and standards.

# CONTRACT FOR RENTAL CAR CENTER SHUTTLE SERVICES



## QUESTIONS

# Discussion Regarding Fiscal Year 2015- Fiscal Year 2019 Capital Program Budget

Board Presentation  
April 3, 2014

Presented by:

Iraj Ghaemi – Director of Facilities Development



# CIP Project Development Process

- Sponsors submit project requests
  - Project is defined
    - Scope, schedule, and budget are developed
  - Assessments are conducted with sponsors and stakeholders
    - Financial business case, risk/opportunity identification, planning and environmental impacts, capitalization, O&M costs
- Results are presented to CIC Review Group
  - Directors of Airport Planning, Business and Financial Management and Facilities Development review project details
  - Recommendations are made for prioritization to the Capital Improvement Committee(CIC)
- Proposed CIP presented to Airlines for input and feedback
- CIC reviews and approves proposed CIP budget to be taken to the Board
- Board reviews and approves Capital Program budget

# CAPITAL PROGRAM OVERVIEW

- 5 Year Program
- Approved by the Board Annually
  - Capital Improvement Program Oversight Committee (CIPOC)
- Managed by:
  - Capital Improvement Committee (CIC)
    - CEO & Vice Presidents
- Current CIP Program - 62 Projects
  - \$732 Million
- The Green Build
  - \$820 Million
- Current Total Capital Program \$1.55 Billion



# FY2014-2018 Capital Program – Sources of Funds

<i>(in thousands)</i>	<u>Total Sources of Funds</u>						
	Pre FY2014	FY2014	FY2015	FY2016	FY2017	FY2018	Total
Airport Revenue Bonds	\$ 604,564	\$ 179,226	\$ 6,779	\$ 502	\$ -	\$ -	\$ 791,070
Customer Facility Charges	19,270	105,712	192,688	55,929	-	-	373,599
Passenger Facility Charges	128,362	18,178	8,401	5,671	9,666	8,374	178,652
Federal Grants	68,459	14,005	10,615	4,992	20,876	34,770	153,717
Airport Cash	4,414	21,416	17,013	9,246	1,724	902	54,715
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 825,069</b>	<b>\$ 338,535</b>	<b>\$ 235,496</b>	<b>\$ 76,339</b>	<b>\$ 32,267</b>	<b>\$ 44,046</b>	<b>\$ 1,551,753</b>

# Current CIP Projects – Project Status

Project Location	Planning	Design	Construction	Closeout/ Closed	Program
Airside	9	4	2	3	0
Terminal	0	5	5	4	1
Landside	2	9	5	9	0
Admin.	1	1	1	0	1
<b>Totals</b>	<b>12</b>	<b>19</b>	<b>13</b>	<b>16</b>	<b>2</b>

# Current/Proposed CIP Program – Project Location

CIP Program: \$731,753,193

\$764,714,107

<b>Project Location</b>	<b>FY2014-2018</b>	<b>Project Closeouts/ Modifications</b>	<b>Project Additions</b>	<b>FY2015-2019</b>
Airside	18	1	0	17
Terminal	15	3	5	17
Landside	25	6	8	27
Admin.	4	0	0	4
<b>Totals</b>	<b>62</b>	<b>10</b>	<b>13</b>	<b>65</b>



# Capital Budget Summary

FY 2014 Capital Improvement Program	\$ 415,629,089
FY 2014 Project Closeouts & Modifications	(23,681,243)
FY 2014 Project Adjustments	<u>(10,054,460)</u>
FY 2014 Capital Improvement Program Balance	\$ 381,893,386
Proposed FY 2015 Projects & Adjustments	66,696,617
Rental Car Center	316,124,104
The Green Build	<u>820,000,000</u>
Proposed FY 2015 Capital Program	\$ <u>1,584,714,107</u>

# Proposed FY2015-2019 Capital Projects

<u>Project Name</u>	<u>Estimated Cost</u>
1) Construct Taxi Hold Lot	\$ 5,750,000
2) Employee Parking Lot 6 Expansion	6,290,000
3) FIS Passenger Processing Improvements	1,460,000
4) Replace Terminal Seating in T1 and T2E	5,420,000
5) Solid Waste Disposal & Recycling Facility	1,050,000
6) Modernize Siemens APOGEE Building Auto. Control System	1,000,000
7) Pavement Rehabilitation - Air Freight Bldg.	1,600,000
8) Air Freight Buildings Roof Replacement - Stillwater/Air Lane Rd.	2,240,000
9) Liberty Station Facility – Roof Replacement & Improvements	1,500,000

# Proposed FY2015-2019 Capital Projects

<u>Project Name</u>	<u>Estimated Cost</u>
10) Develop Administrative Space	2,300,000
11) RCC – Small Market-share Build-outs	4,000,000
12) Replace & Refurbish Passenger Boarding Bridges	23,300,000
13) Construct Hazardous Waste Storage Facility	640,000
14) Capital Projects Allowance	5,000,000
15) Public Art Allowance	<u>454,407</u>
<b>Total FY2015-2019 Proposed Capital Projects</b>	<b>\$ 62,004,407</b>

# Proposed FY2015-2019 Capital Project Adjustments

<u>Project Name</u>	<u>Estimated Cost</u>
1) Upgrade Ground Transportation Systems	\$ 577,469
2) Upgrade Remaining 12 Remote Noise Monitoring Poles	245,741
3) Runway 09 Displaced Threshold Relocation	1,000,000
4) Restaurant Development at RCC	1,969,000
5) Reconfigure Sec. Chkpt. 2 & Refurb. T1 Rotundas/Bag. Claim	<u>900,000</u>
<b>Total Proposed Current CIP Project Adjustments</b>	<b>\$ <u>4,692,210</u></b>
<b>Total FY2015-2019 Proposed Capital Projects &amp; Adjustments</b>	<b>\$ <u>66,696,617</u></b>

\* Source of funds: Airport Cash - \$56.4M, PFC - \$9.3M, CFC - \$1M

# Construct Taxi Hold Lot





# Construct Taxi Hold Lot

**Sponsor:** David Boenitz

**SCOPE:**

- Relocate taxi hold lot from Harbor Island location to the former TDY location to reduce airport lease obligations
- Accommodate 182 taxis, shuttle buses, and a 2,200 SF building
- Reduce taxi transit time to terminal and improve airport patron serviceability

**Strategies :**

- Financial
- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$5,750,000</b>	<b>25 months</b>

# Employee Parking Lot 6 Expansion



# Employee Parking Lot 6 Expansion

**Sponsor:** David Boenitz

**SCOPE:**

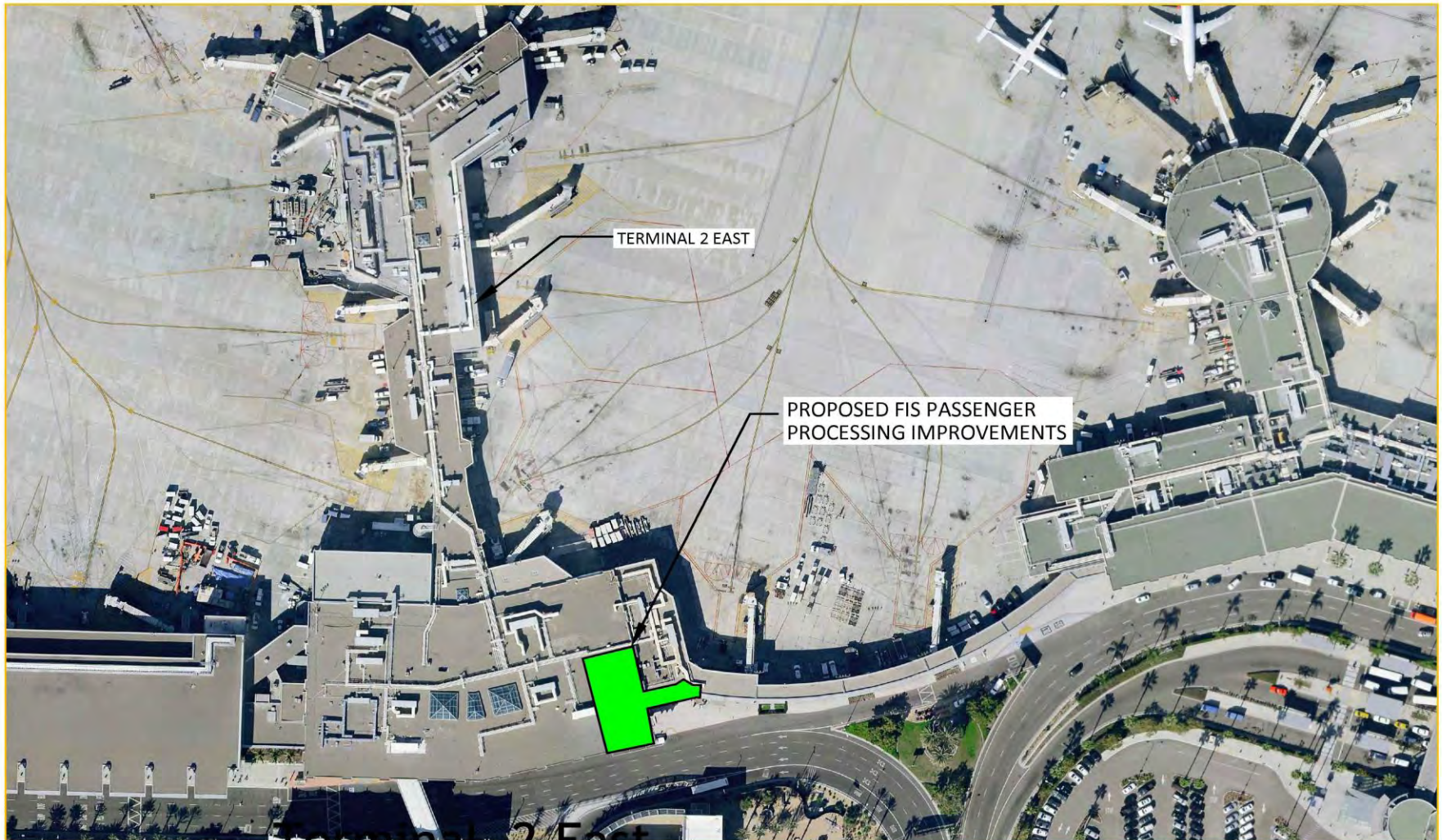
- Expand lot to add 650 parking spaces on 4.5 acres to more effectively cover current & future Airport employee parking needs
- Recapture paid parking spaces in Terminal 1 & Terminal 2
- Reduce employee dissatisfaction associated with inadequate parking availability

**Strategies:**

- Financial
- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$6,290,000</b>	<b>21 months</b>

# FIS Passenger Processing Improvements



# FIS Passenger Processing Improvements

**Sponsor:** Hampton Brown

**SCOPE:**

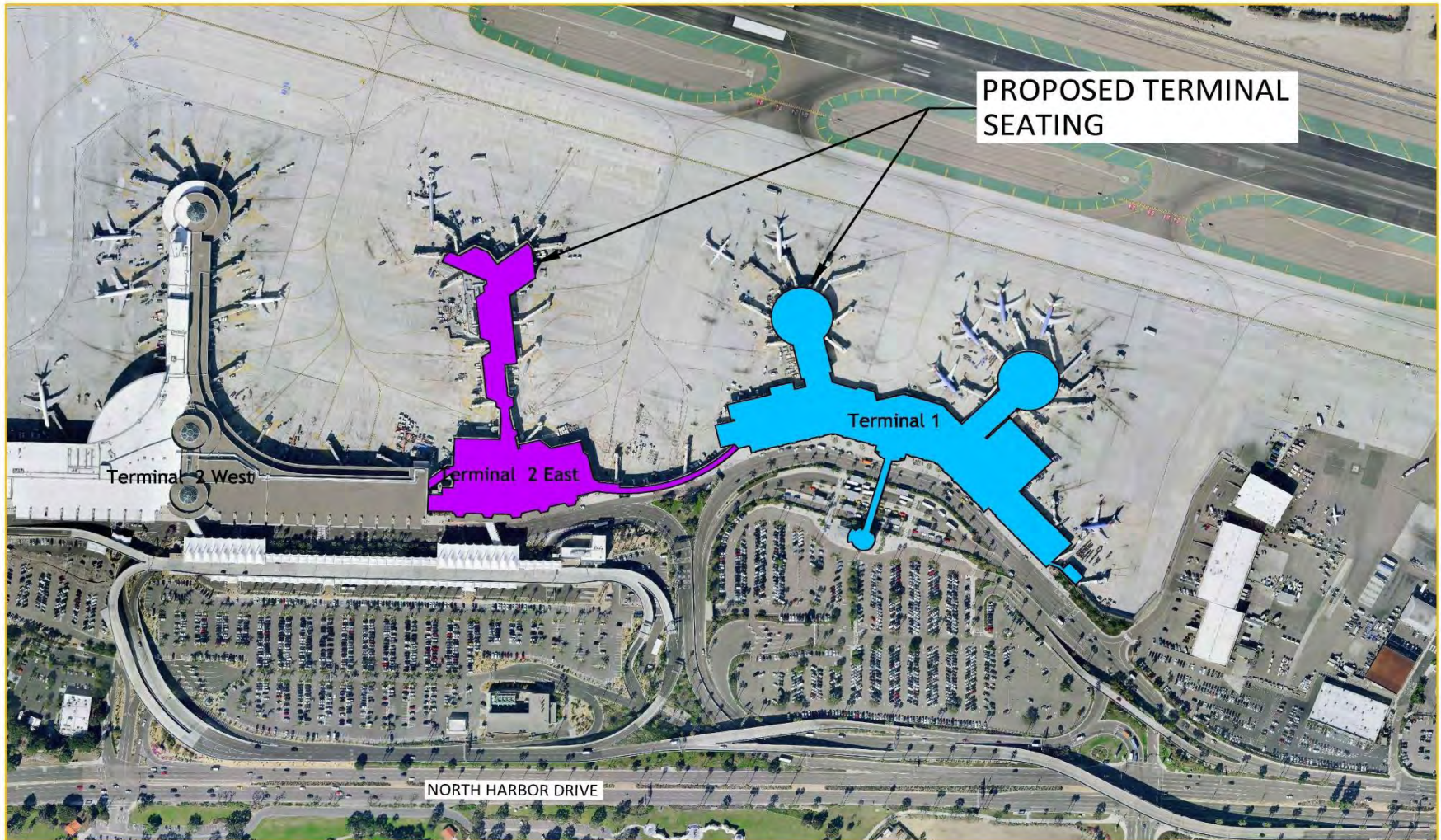
- Provide passport clearance kiosks to help speed processing of international passengers
- Provide automated signs to improve quality, visibility and appearance of signs used for passenger control and information
- Remove existing west wall on upper level to create new automated processing lane

**Strategies:**

- Customer
- Operations

Estimated Cost	Duration
<b>\$1,460,000</b>	<b>15 months</b>

# Replace Terminal Seating



# Replace Terminal Seating

**Sponsor:** Murray Bauer

**SCOPE:**

- Provide approximately 2,266 replacement seats in Terminals 1 and 2:  
T1 – 1,345 and T2 – 921
- Provide electrical connectivity to passengers
- Ease of repair to replace damaged/worn seat – 5 min. vs. 45 min.

**Strategies:**

- Financial
- Customer
- Operations

Estimated Cost	Duration
<b>\$5,420,000</b>	<b>17 months</b>

# Solid Waste Disposal & Recycling Facility



TERMINAL 1

PROPOSED SOLID WASTE DISPOSAL AND RECYCLING FACILITY



# Solid Waste Disposal & Recycling Facility

**Sponsor:** Murray Bauer

**SCOPE:**

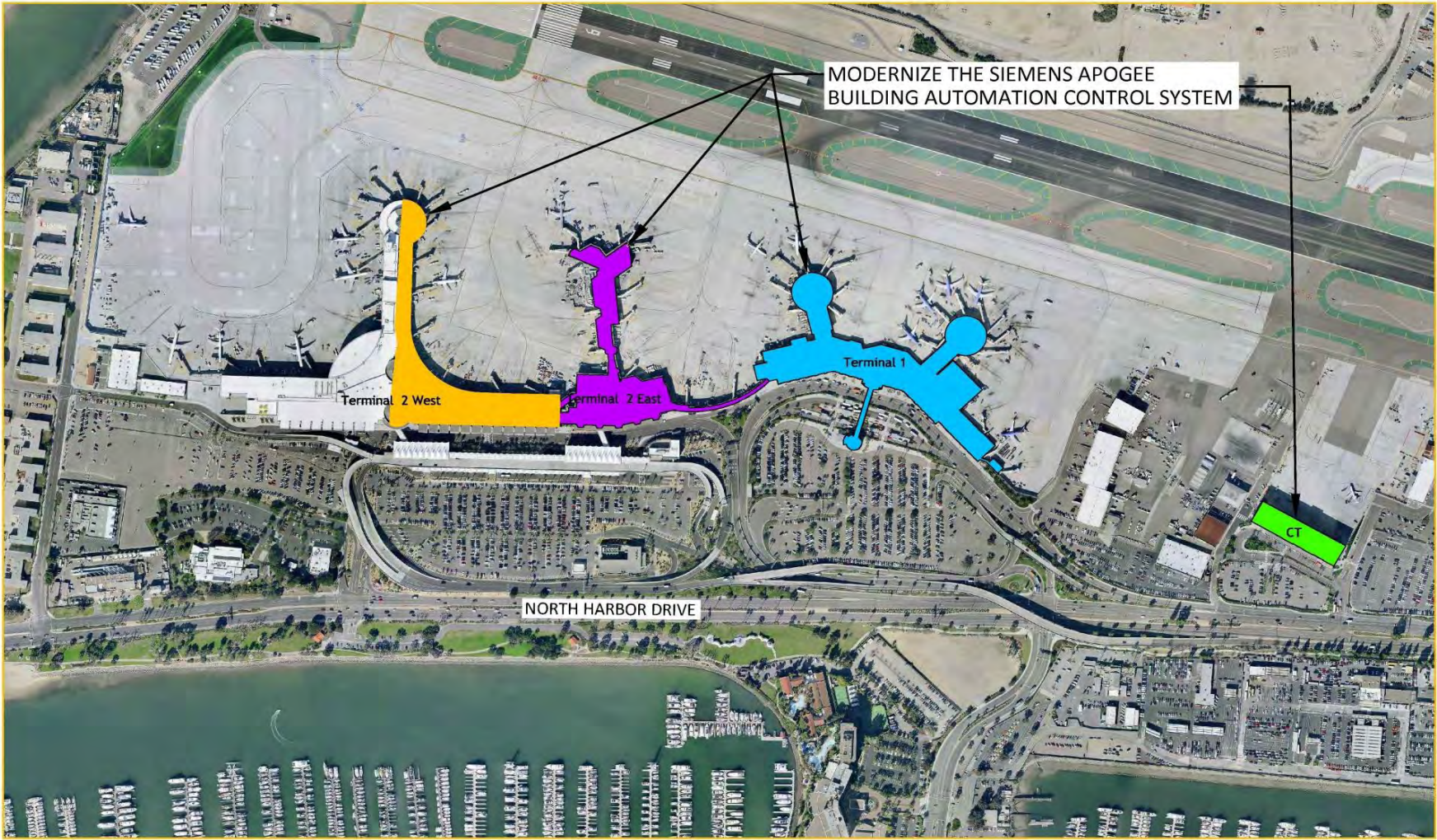
- Enclose waste disposal and recycling facility within a steel-framed structure to ensure storm water regulatory compliance
- Contain trash and pollutants from entering storm drain system
- Upgrade CCTV system to better observe disposal activities

**Strategies:**

- Financial
- Customer

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$1,050,000</b>	<b>13 months</b>

# Modernize Siemens APOGEE Building Automation Control System



# Modernize Siemens APOGEE Building Automation Control System

**Sponsor:** Murray Bauer

**SCOPE:**

- Upgrade existing 15 year-old building automation system software that controls and monitors all HVAC systems and electrical usage
- Crucial to controlling energy consumption
- Current system is frequently failing causing systems to shut down and has limited control capabilities

**Strategies:**

- Financial
- Operations
- Customer

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$1,000,000</b>	<b>13 months</b>

# Pavement Rehabilitation - Air Freight Building



# Pavement Rehabilitation - Air Freight Building

**Sponsor:** Troy Ann Leech

**SCOPE:**

- Replace approximately 1.3 acres of pavement as necessary
- Abide by contractual lease obligations to maintain property
- Avoid potential safety impacts of injuries due to poor conditions

**Strategies:**

- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$1,600,000</b>	<b>11 months</b>

# Air Freight Buildings Roof Replacement - Stillwater and Air Lane Road



# Air Freight Buildings Roof Replacement - Stillwater and Air Lane Road

**Sponsor:** Troy Ann Leech

**SCOPE:**

- Replace facility roofs
- Provide safe, secure facility for tenant operations
- Preserve assets

**Strategies:**

- Financial
- Customer
- Operations

Estimated Cost	Duration
<b>\$2,240,000</b>	<b>19 months</b>

# Liberty Station Facility – Roof Replacement & Improvements





# Liberty Station Facility – Roof Replacement & Improvements

**Sponsor:** Troy Ann Leech

**SCOPE:**

- Replace facility roof and stucco
- Provide safe, secure facility for QHP & Auditing operations

**Strategies:**

- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$1,500,000</b>	<b>15 months</b>

# Develop Administrative Space



# Develop Administrative Space

**Sponsor:** Keith Wilschetz

**SCOPE:**

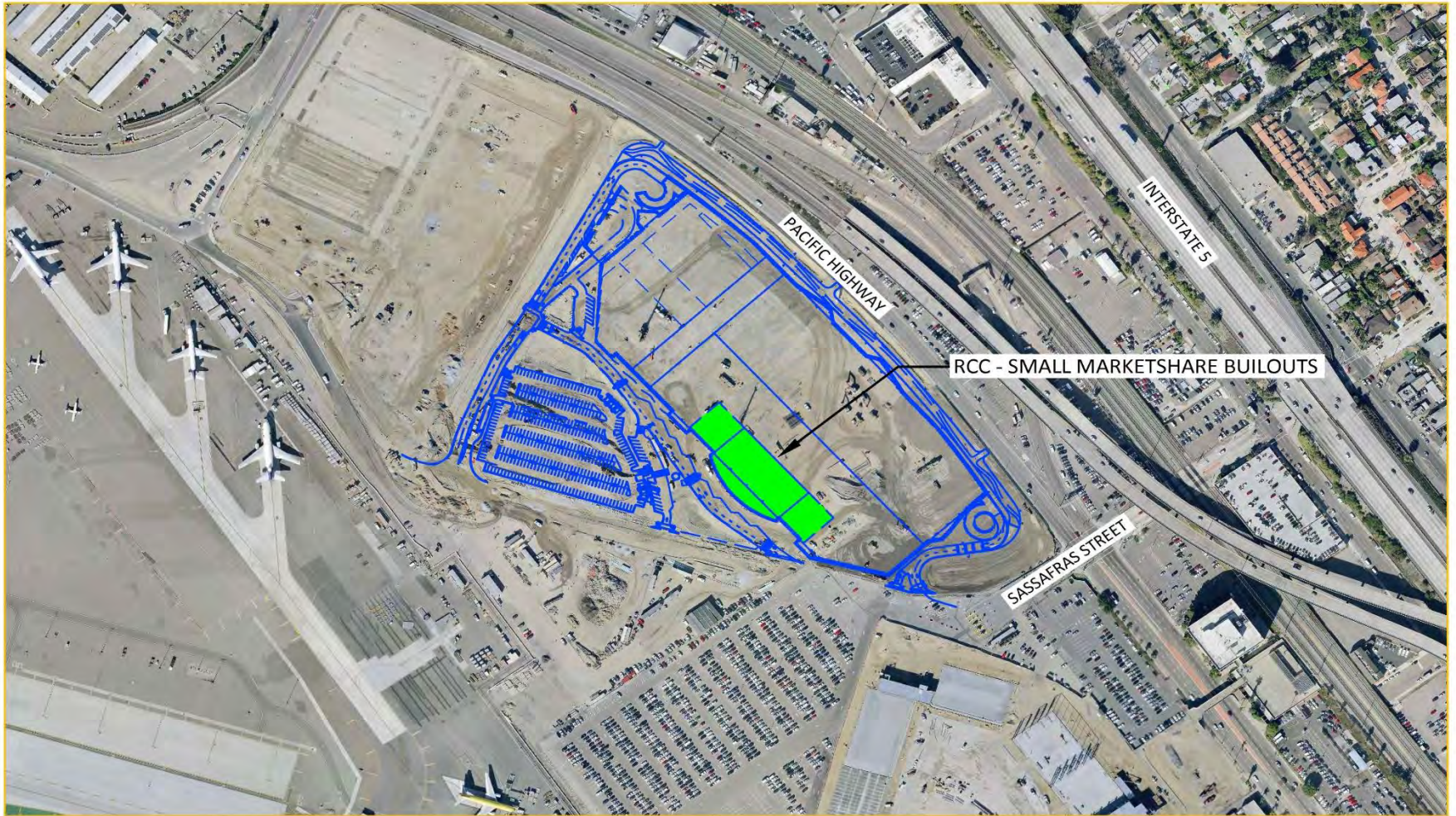
- Accommodate Authority's existing space needs with anticipation of ultimate build-out of spaces when Airport Development Program is implemented
- Possible modification of space for Airline use

**Strategies:**

- Financial
- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$2,300,000</b>	<b>15 months</b>

# RCC Small Market-share Build-outs



# RCC Small Market-share Build-outs

**Sponsor:** Troy Ann Leech

**SCOPE:**

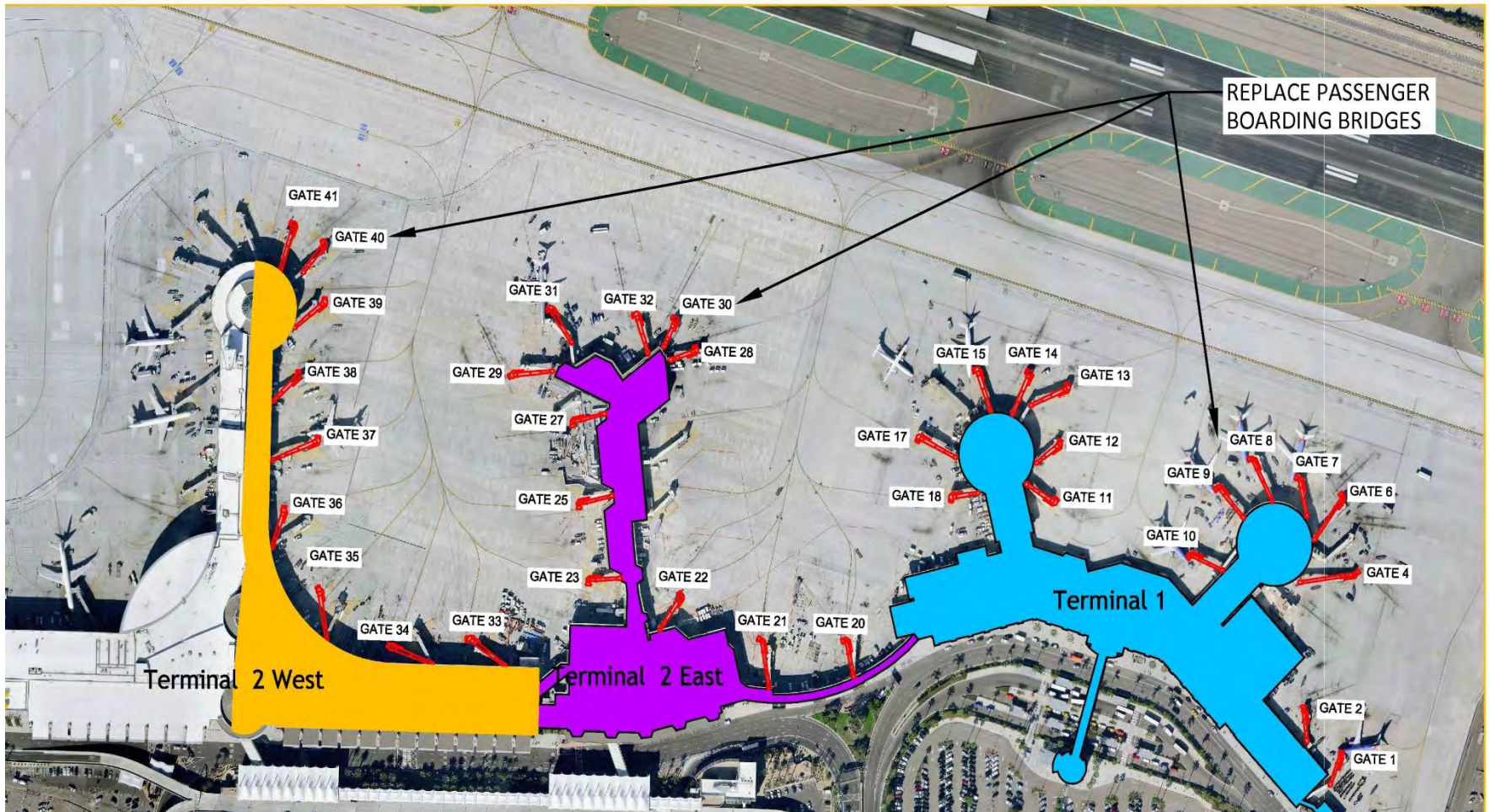
- Complete tenant improvement component beyond the base building to ensure RCC design standards
- Allow for more flexible lease terms for small market operators
- Allow small market operators to access the RCC in an economically viable manner

**Strategies:**

- Financial
- Customer
- Operations

Estimated Cost	Duration
\$4,000,000	20 months

# Replace and Refurbish Passenger Boarding Bridges



# Replace and Refurbish Passenger Boarding Bridges

**Sponsor:** Murray Bauer

**SCOPE:**

- Update assessment report on bridge conditions
- Three-year plan to replace and/or refurbish passenger boarding bridges (PBB's) based on updated assessment

**Strategies:**

- Customer
- Operations

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$23,300,000</b>	<b>31 months</b>

# Hazardous Waste Storage Facility





# Hazardous Waste Storage Facility

**Sponsor:** Paul Manasjan

**SCOPE:**

- Purchase and install a pre-fab storage unit approximately 10 x 20 ft. to consolidate, store and manage hazardous waste being processed for disposal per Federal, State and local laws and regulations
- Includes a fire alarm, electric utilities and concrete pad
- Reduce risk and liabilities of potential safety and environmental hazards

**Strategies:**

- Customer
- Operations
- Community

<b>Estimated Cost</b>	<b>Duration</b>
<b>\$640,000</b>	<b>11 months</b>

Questions ?



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **APRIL 3, 2014**

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**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**

**Recommendation:**

For information only.

**Background/Justification:**

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be 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 Policies 3.30 and 3.40.

**Fiscal Impact:**

Funds for Business and Travel expenses are included in the FY 2013-2014 Budget.

**Authority Strategies:**

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. 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.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

TONY RUSSELL  
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

# **TRAVEL REQUESTS**

**PAUL ROBINSON**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Paul Robinson, Vice Chair Dept: Board/02  
Position:  Board Member     President/CEO     Gen. Counsel     Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/21/14 PLANNED DATE OF DEPARTURE/RETURN: 3/29/14 / 4/3/14

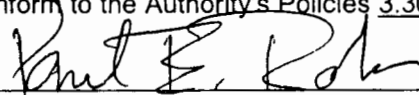
**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):**

Destination: Mexico City, Mexico      Purpose: Attend Chamber Event  
Explanation: Attend California-Mexico Trade Initiative IX sponsored by the Mexico Business Center of the San Diego Regional Chamber of Commerce, March 30-April 3, 2014

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 525
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 100
B. LODGING	\$ 850
C. MEALS	\$ 100
D. SEMINAR AND CONFERENCE FEES	\$ 1390
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 100
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3065</b>

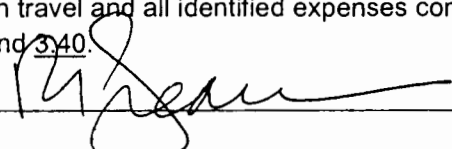
**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 2/24/14

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

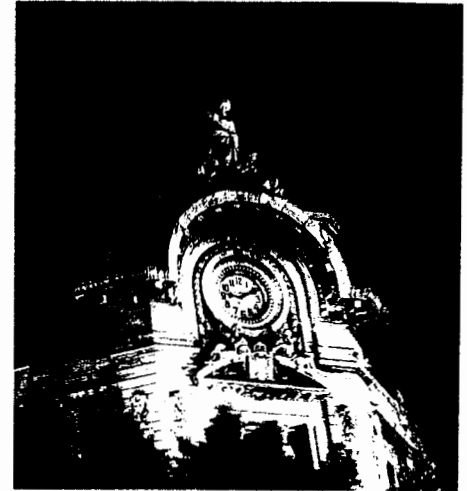
- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
- 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
- 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 3.1.14

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)

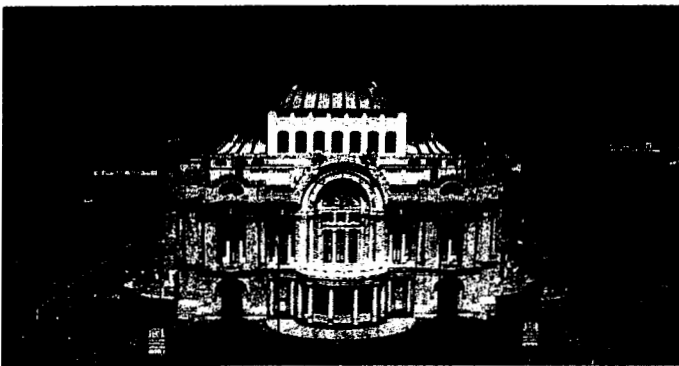
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)



 **SAN DIEGO™  
REGIONAL  
CHAMBER OF  
COMMERCE**  
**MEXICO BUSINESS CENTER**

## **CALIFORNIA-MEXICO TRADE INITIATIVE IX**

Mexico City  
March 30 - April 3, 2014



The 9<sup>th</sup> Annual California-Mexico Trade Initiative in Mexico City provides an opportunity for participants to meet with key federal officials, diverse business industry representatives and organizations to discuss international commerce, foreign investment opportunities and cultivate political and business relationships.

Trade facilitation, innovation, energy reform, global workforce training, tourism and border infrastructure are some of the major policy areas. Plus...

- Make invaluable connections with Mexico's top officials and industry leaders.
- Participate in high-level meetings with administration officials and agencies such as the ministries of Communications & Transportation, Economy, Energy, Foreign Relations, Governance, Health and Tourism, Embassies of the United States and Canada, the Presidency of Mexico, and both houses of the Federal Congress.
- Gain access to our Mexico's top decision makers and receive briefings on the impact of reforms recently approved by Mexico's congress. Such reforms include: energy, telecommunications, labor, tax, and economic competition.
- Delegates will also meet with key business leaders of the nation's capital and four prominent companies that specialize in manufacturing, pharmaceuticals, energy and transportation.





**GREG COX**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Greg Cox Dept: Board/02  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 2/21/14 PLANNED DATE OF DEPARTURE/RETURN: 3/29/14 / 4/3/14

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip– continue on extra sheets of paper as necessary):**

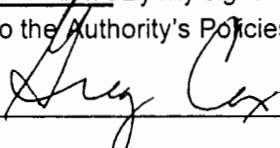
Destination: Mexico City, Mexico Purpose: Attend Chamber Event  
 Explanation: Attend California-Mexico Trade Initiative IX sponsored by the Mexico Business Center of the San Diego Regional Chamber of Commerce, March 30-April 3, 2014

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	525
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100
B. LODGING	\$	850
C. MEALS	\$	100
D. SEMINAR AND CONFERENCE FEES	\$	1390
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	100
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$	<b>3065</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 3/1/14

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

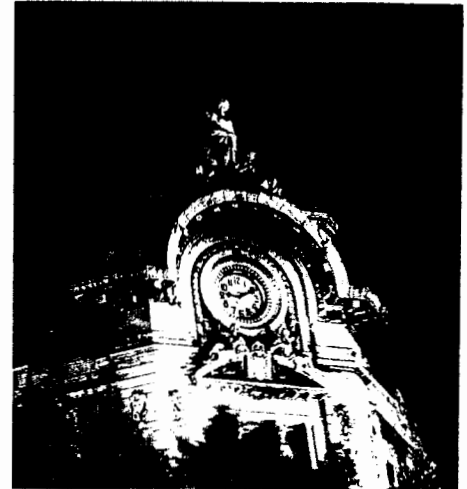
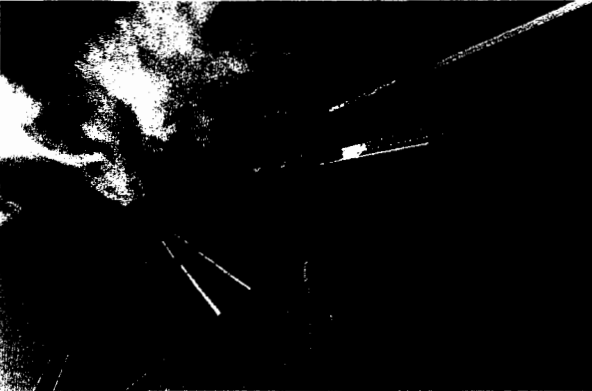
By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 3.1.14

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

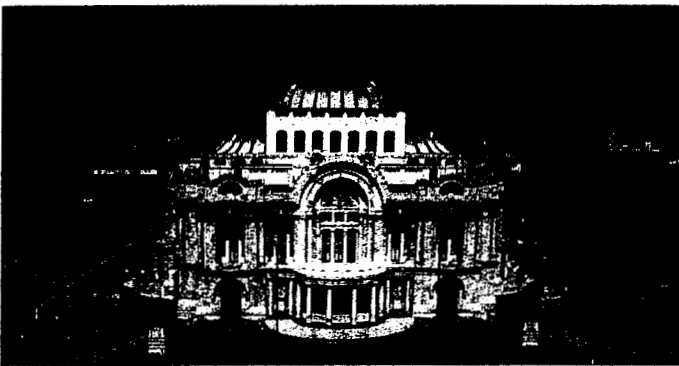
I, \_\_\_\_\_, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Leave blank and we will insert the meeting date.)



**SAN DIEGO™  
REGIONAL  
CHAMBER OF  
COMMERCE**  
**MEXICO BUSINESS CENTER**

## **CALIFORNIA-MEXICO TRADE INITIATIVE IX**

Mexico City  
March 30 - April 3, 2014



The 9<sup>th</sup> Annual California-Mexico Trade Initiative in Mexico City provides an opportunity for participants to meet with key federal officials, diverse business industry representatives and organizations to discuss international commerce, foreign investment opportunities and cultivate political and business relationships.

Trade facilitation, innovation, energy reform, global workforce training, tourism and border infrastructure are some of the major policy areas. Plus...

- Make invaluable connections with Mexico's top officials and industry leaders.
- Participate in high-level meetings with administration officials and agencies such as the ministries of Communications & Transportation, Economy, Energy, Foreign Relations, Governance, Health and Tourism, Embassies of the United States and Canada, the Presidency of Mexico, and both houses of the Federal Congress.
- Gain access to our Mexico's top decision makers and receive briefings on the impact of reforms recently approved by Mexico's congress. Such reforms include: energy, telecommunications, labor, tax, and economic competition.
- Delegates will also meet with key business leaders of the nation's capital and four prominent companies that specialize in manufacturing, pharmaceuticals, energy and transportation.



**THELLA F. BOWENS**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella Bowens Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/3/14 PLANNED DATE OF DEPARTURE/RETURN: 4/22/14 / 4/24/14

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Sacramento, CA Purpose: Attend California Aviation Day and California Airports Council Board Meeting

Explanation: California Aviation Day (CAD) events to be held on April 22<sup>nd</sup> and 23<sup>rd</sup>. California Airports Council (CAC) Board meeting to be held on April 23<sup>rd</sup> and 24<sup>th</sup> and meetings with Legislators.

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 555.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 250.00

C. MEALS \$ 200.00

D. SEMINAR AND CONFERENCE FEES \$

E. ENTERTAINMENT (If applicable) \$

F. OTHER INCIDENTAL EXPENSES \$ 100.00

**TOTAL PROJECTED TRAVEL EXPENSE \$ 1,205.00**

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: *Thella Bowens* Date: 3 March 2014

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 01/28/14 PLANNED DATE OF DEPARTURE/RETURN: 05/23/14 / 05/28/14

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip-- continue on extra sheets of paper as necessary):**

Destination: Seoul, Korea Purpose: ACI World Governing Board Meeting and ACI Asia-Pacific World Annual General Assembly 2014  
 Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 4000.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 250.00
<b>B. LODGING</b>	\$ 1800.00
<b>C. MEALS</b>	\$ 300.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 600.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 7050.00

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 1/28/14

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 1.29.14

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/18/14 PLANNED DATE OF DEPARTURE/RETURN: 6/17/14 / 6/21/14

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip– continue on extra sheets of paper as necessary):**

Destination: Brussels, Belgium and Paris, France Purpose: Speaker at SITA Air Transport Summit in Brussels and Follow-up Meetings with Air France in Paris

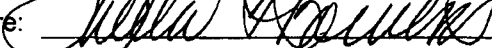
Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 8590.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 300.00
B. LODGING	\$ 300.00
C. MEALS	\$ 300.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 9590.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 19 March, 2014

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Leave blank and we will insert the meeting date.)

# **EXPENSE REPORTS**



**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT - Board Members  
(To be completed within 30 days from travel return date)**

Board member name: Robert H. Gleason  
 Departure Date: 2/19/2014 Return Date: 2/20/2014 Report Due: 3/22/14  
 Destination: \_\_\_\_\_

Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4 Section 3.40, outlining appropriate reimbursable expenses and approvals. Please 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.

<sup>3</sup> Business Expense Reimbursement Policy 3.30

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40

Authority Expenses (Prepaid by Authy)	Board Member Expenses								TOTALS
	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY		
<b>Daily PerDiem Limitations:</b>				2/19/14	2/20/14				
**GSA Daily Hotel Rate or Conference Hotel Rate				227.66					
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)									0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car									0.00
Gas and Oil									0.00
Garage/Parking									0.00
Mileage - attach mileage form									0.00
Taxi/Shuttle Fare (include tips pd.) To/From meetings, airport, etc.									0.00
Hotel - Actual Expense Paid - Excluding Taxes				199.00					
Allowable Hotel (Lessor of Actual or GSA Allowance)	0.00	0.00	0.00	199.00	0.00	0.00	0.00		199.00
Hotel Taxes Paid				28.66					28.66
Telephone, Internet and Fax									0.00
Laundry									0.00
Alcohol is a non-reimbursable expense									0.00
Miscellaneous:									0.00
									0.00
<b>Total Expenses</b>	0.00	0.00	0.00	227.66	0.00	0.00	0.00		227.66

Add any additional details as needed for explanation (attach add'l sheet if needed):  
 Flights, ground transportation, and dinner will be reimbursed to conference originator, Clean TECH San Diego  
Alcohol is a non-reimbursable expense  
 \*Give names and business affiliations of all persons whose meals were paid by traveler.  
 Failure to attach required documentation will result in the delay of processing reimbursement. If you have any

<b>Grand Trip Total</b>	<b>227.66</b>
Less Cash Advance (attach copy of Authority ck)	
Less Expenses Prepaid by Authority	0.00
<b>Due Traveler</b> - if positive amount, prepare check request	
<b>Due Authority</b> - if negative, attach check payable to SDCRAA	<b>227.66</b>

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

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>3</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Anne Warren Ext.: 2408  
 Traveler Signature: [Signature] Date: 3.19.14  
 Administrator's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**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: \_\_\_\_\_

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Robert H. Gleason, Board Chair Dept: 2  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 1/30/14 PLANNED DATE OF DEPARTURE/RETURN: 2/19/14 / 2/20/14

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Redmond, Washington Purpose: Multi-agency collaboration re treating San Diego's "City as a System"

Explanation: Leading organizations from government, business, education and nonprofit are maximizing synergies to drive existing energy programs forward, identify new opportunities, embrace additional collaborations, and move the San Diego region beyond today's boundaries of sustainability. Includes tour of Microsoft's Energy Management and Control Center and joins delegations from Carnegie Mellon Univ and the Philadelphia Navy Yard

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 310
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100

B. LODGING \$ \$180 (\$152 plus taxes)

C. MEALS \$ \_\_\_\_\_


D. SEMINAR AND CONFERENCE FEES \$ \_\_\_\_\_

E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ \_\_\_\_\_

**TOTAL PROJECTED TRAVEL EXPENSE** \$ \$590

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 2.3.14

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature:  Date: 2/6/14

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

Tony L. Russell, Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)

by the Executive Committee at its 2/24/14 meeting.  
 (Leave blank and we will insert the meeting date.)



Hyatt Regency Bellevue  
 900 Bellevue Way NE  
 Bellevue, WA 98004  
 Tel: 425.462.1234  
 Fax: 425.646.7567

INVOICE

Payee Robert Gleason

United States

Confirmation No. 3691035601  
 Group Name Osisoft Inc  
 Booking No. 327QZH4D

Room No. 1420  
 Arrival 02-19-14  
 Departure 02-20-14  
 Page No. 1 of 1  
 Folio Window 1  
 Folio No. 564707

Date	Description	Charges	Credits
02-19-14	Package	199.00	
02-19-14	* # Occupancy Tax	28.66	
02-20-14	Visa XXXXXXXXXXXXXXXX CX/XX		227.66
<b>Total</b>		<b>227.66</b>	<b>227.66</b>

Guest Signature

Balance

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

**WE HOPE YOU ENJOYED YOUR STAY WITH US!**

Thank you for choosing Hyatt Regency Bellevue during your visit to the Seattle area. Should you have any comments regarding your stay please email [qualitybelle@hyatt.com](mailto:qualitybelle@hyatt.com)

We thank you for your business and appreciate your loyalty. For inquiries concerning your bill please call 888-588-4384 or e-mail [NA.CustomerService@Hyatt.com](mailto:NA.CustomerService@Hyatt.com)  
 For questions regarding your Gold Passport account, please call 800-30-HYATT.

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Please remit payment to:  
 Hyatt Regency Bellevue  
 P.O. Box 3592  
 Seattle, WA 98124-3592

36  
 90  
 1  
 20  
 15

You are invited to participate in a  
briefing and demonstration of

## Microsoft's Energy Management and Control Center

### *See in action what a smart city can be today*

San Diego is preparing to demonstrate how a city can promote sustainability at previously unobtained scale. The goal is to demonstrate how treating the "City as a System" achieves tremendous savings in energy and other resources. We will see how Microsoft and OS/soft platforms make this vision realizable today.

We will tour Microsoft's future energy management and control center and join the hosts and the delegation from Carnegie Mellon University and the Philadelphia Navy Yard to for a dinner meeting to discuss possible future collaborations.

### Schedule:

#### February 19 – "Art of the Possible"

10:30a – Arrival into SEA airport

*Transfer to Microsoft Redmond Campus*

11:30a-12:30p – Welcome Luncheon

### WHEN:

February 19-20, 2014

### WHERE:

Microsoft Campus  
Redmond, WA.

*Departing from and  
returning to San Diego, CA*

*For information about travel  
arrangements, please  
contact Martha  
Carver Luick.*

**Click to RSVP**

Collaborators:

**12:30-1:30p – Executive Briefing Center**

- Welcome
- Vision Discussion
- CityNext – Joel Cherkis, General Manager, Microsoft

**1:30-3p – Microsoft Real Estate Operations Center**

**3:30-5p – Executive Briefing Center**

- Seattle 2030 District – Brian Geller, Executive Director
- Pittsburgh Energy Reduction – Bertrand Lasternas, Carnegie Mellon University

**5-6p – Discussion – City as a System**

*Transfer to Hotel*

**7p – Group Dinner and Executive Discussions**

**February 20 – “San Diego as a World Class Leader”**

*7:30a Transfer to Microsoft Executive Briefing Center*

**8-8:30a – Recap of the “Art of the Possible”**

**8:30-9:30a – Achieving “San Diego as a System”**

- Leveraging Cloud Technologies as Key Enabler
- Demonstration using San Diego data (2013 Pilot Participants)

**9:30-10a – Break**

**10-11a – Microsoft/OSIsoft Proposal to San Diego**

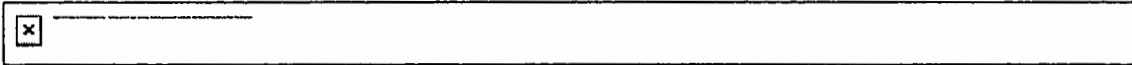
**11a-12p – Executive Collaboration, Wrap Up and**

## Actionable Deliverables

### 12p – Adjourn and *Transfer to SEA airport*

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*Smart City San Diego is a bold, multi-year collaboration combining the resources of the City of San Diego, San Diego Gas & Electric, GE, UC San Diego, and CleanTECH San Diego. Together, these leading organizations from government, business, education, and nonprofit are maximizing synergies to drive existing energy programs forward, identify new opportunities, embrace additional collaborators, and move the San Diego region beyond today's boundaries of sustainability.*



**THELLA F. BOWENS**



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

*(To be completed within 30 days from travel return date)*

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Exec Office BU6  
 DEPARTURE DATE: 2/4/2014 RETURN DATE: 2/5/2014 REPORT DUE: 3/7/14  
 DESTINATION: Oakland, CA

*Please refer to the Authority Travel and Lodging Expense Reimbursement Policy, Article 3, Part 3.4, Section 3.40, outlining appropriate reimbursable expenses and approvals. Please 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.*

	Authority Expenses (Prepaid by Authority)	Employee Expenses							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	532.00			2/4/14	2/5/14				0.00
Conference Fees (provide copy of flyer/registration expenses)									0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*			388.41						388.41
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)	Breakfast*								0.00
	Lunch*								0.00
	Dinner*								0.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Baggage Fees									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>532.00</b>	<b>0.00</b>	<b>0.00</b>	<b>388.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>388.41</b>

Explanation:	Total Expenses Prepaid by Authority	532.00
	Total Expenses Incurred by Employee (including cash advances)	388.41
	<b>Grand Trip Total</b>	<b>920.41</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	532.00
	<b>Due Traveler (positive amount)<sup>2</sup></b>	<b>388.41</b>
<b>Due Authority (negative amount)<sup>3</sup></b>		<b>388.41</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Amy Caldera Ext.: 2445  
 Traveler Signature: *Thella F. Bowens* Date: 3/4/14  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE** (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

*Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.*

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowers Dept: Exec Off BU6  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 01/17/14 PLANNED DATE OF DEPARTURE/RETURN: 02/04/2014 / 02/05/2014

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Oakland CA Purpose: Sale of RCC Bonds  
 Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 400.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 300.00
<b>B. LODGING</b>	\$ 500.00
<b>C. MEALS</b>	\$ 200.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 150.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	\$ 1,550.00

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: *Thella F. Bowers* Date: 20 Jan 2014

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, Tony R. Russell, Authority Clerk, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 by the Executive Committee at its 1/24/14 meeting.  
 (Leave blank and we will insert the meeting date.)

# GRAND | HYATT

Grand Hyatt San Francisco  
345 Stockton Street  
San Francisco, CA 94108  
TEL: 415.398.1234  
FAX: 415.391.1780  
[grandsanfrancisco.hyatt.com](http://grandsanfrancisco.hyatt.com)

## INVOICE

Payee Thella Bowens  
3225 N HARBOR DR  
San Diego CA 92101  
United States

Room No. 1522  
Arrival 02-04-14  
Departure 02-05-14  
Page No. 1 of 1  
Folio Window 1  
Folio No. 592767

Confirmation No. 3554164301

Group Name

Booking No. THQQ8U

Date	Description	Charges	Credits
02-04-14	Guest Room	334.00	
02-04-14	Occupancy Tax	46.76	
02-04-14	Tourism Assessment	3.34	
02-04-14	CA Assessment	0.13	
02-04-14	Moscone District Assessment	4.18	
02-05-14	American Express		388.41
<b>Total</b>		<b>388.41</b>	<b>388.41</b>

Guest Signature

**Balance**

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

### Hyatt Gold Passport Summary

[REDACTED]

Summary Invoice, please see front desk for eligibility details.

### WE HOPE YOU ENJOYED YOUR STAY WITH US!

If you could not rate Customer Service as "Extremely Satisfied", please e-mail the Assistant Rooms Executive Manager, Tiffany Farries, at [Tiffany.Farries@hyatt.com](mailto:Tiffany.Farries@hyatt.com) or call 415-848-6009

Please remit payment to: Grand Hyatt San Francisco  
PO Box 842120  
Dallas, TX 75284

For inquiries concerning your bill please call 888-588-4384 or e-mail [NA.CustomerService@Hyatt.com](mailto:NA.CustomerService@Hyatt.com)

We welcome your feedback and look forward to the opportunity to see you again at the Grand Hyatt San Francisco.



TRAVELTRUST SCRIPPS RANCH  
Phone: 1-800-792-4662

Electronic Invoice

Prepared For:  
BOWENS/THELLA

SALES PERSON	E4
INVOICE NUMBER	1209524
INVOICE ISSUE DATE	28 Jan 2014
RECORD LOCATOR	MUBAUS
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776

Notes

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----  
\*\*\*\*\*TICKETLESS TRAVEL INSTRUCTIONS\*\*\*\*\*  
THIS IS AN E-TICKET RESERVATION.  
A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN  
A PORTION OF THIS TRIP MAY BE REFUNDABLE. PLEASE RETURN  
UNUSED PORTIONS TO TRAVELTRUST FOR POSSIBLE REFUND.  
\*\*\*\*\*  
\*\*\*\*\*TSA GUIDANCE FOR PASSENGERS\*\*\*\*\*  
PLEASE ALLOW EXTRA TIME FOR SCREENING AND BOARDING  
INTERNATIONAL-MINIMUM 3 HOUR CHECK-IN PRIOR TO DEPARTURE  
DOMESTIC-MINIMUM 2 HOUR CHECK-IN PRIOR TO DEPARTURE  
FOR ADDITIONAL SECURITY INFORMATION VISIT WWW.TSA.GOV  
\*\*\*\*\*

DATE: Tue, Feb 04

Flight: SOUTHWEST AIRLINES 1894

From	SAN DIEGO, CA	Departs	8:50am
To	OAKLAND, CA	Arrives	10:15am
Departure Terminal	1	Arrival Terminal	2
Duration	01hr(s) :25min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		
Notes	[REDACTED]		

DATE: Wed, Feb 05

Flight: SOUTHWEST AIRLINES 314

From	OAKLAND, CA	Departs	1:10pm
To	SAN DIEGO, CA	Arrives	2:30pm
Departure Terminal	2	Arrival Terminal	1
Duration	01hr(s) :20min(s)	Class	Economy
Type	BOEING 737-700 JET	Meal	
Stop(s)	Non Stop		
Notes	[REDACTED]		

DATE: Mon, Aug 04

Others

RESERVATION  
RETAINED FOR  
180 DAYS  
XD 0616772286

Billed to: BOWENS THELLA  
[REDACTED] USD \* 30.00

### Ticket Information

<b>Ticket Number</b>	WN 2187542289	<b>Passenger</b>	BOWENS T		
		<b>Billed to:</b>	[REDACTED]	USD	* 502.00
				<b>SubTotal</b>	USD 532.00
				<b>Net Credit Card Billing</b>	* USD 532.00
				<b>Total Amount Due</b>	USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST  
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.  
FOR EMERGENCY AFTERHOURS SERVICE IN THE US  
PLEASE CALL 888-221-6062 AND USE YOUR VIT CODE - S7NS0  
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER  
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00  
THANK YOU FOR CHOOSING TRAVELTRUST...SCOTT MACKERLEY

Your travel arranger provides the information contained in this document. If you have any questions about the content, please contact your travel arranger. For Credit Card Service fees, please see aTicket receipt for total charges.



1999 Harrison Street  
 Suite 2720  
 Oakland, CA 94612

**To:** San Diego County Regional Airport Authority  
**CC:** Frasca & Associates  
**From:** Siebert Brandford Shank & Co., LLC  
**Date:** January 16, 2014  
**Re:** Proposed Marketing Plan and Pricing Schedule for Series 2014 CFC Bonds

As we approach the upcoming Consolidated Rental Car Facility financing in February 2014, we wanted to provide an overview of the marketing program based upon the likely ratings, structure and tax status of the bonds and the economic calendar for the week of February 3, 2014 (our anticipated pricing week).

**PROPOSED MARKETING STRATEGY**

**Retail Investors**

Given the large amount of taxable bonds and the relatively small amount of non-AMT bonds we do not recommend a separate one-day retail order period ahead of the institutional sale. Rather, we recommend offering all or a portion of the non-AMT bonds, depending upon the principal amortization structure, and a portion of the taxable bonds to retail investors on a priority basis during the institutional order period. Further, we would recommend that retail priority be given first to California retail, followed by national retail.

**Institutional Investors**

The goal of the institutional investor marketing program will be to leverage the Airport's existing bondholders and to expand the universe of buyers by focusing on accounts that have a stated interest in similar credits, such as the recent taxable CFC financings completed by Massport and Austin Airport. As such, Siebert Brandford Shank has summarized the top holders of the Airport's bonds (holders in excess of \$1 million for the taxable BABs and non-AMT bonds) and the buyers of the Massport and Austin CFC financings.

Existing SAN Bondholders		Massport CFC Bondholders	Austin Airport CFC Bondholders
Taxable	Non-AMT	Taxable	Taxable
▪ PIMCO Advisors	▪ Blackrock	▪ New York Life Group	▪ 40/86 Advisors
▪ Blackrock	▪ Vanguard	▪ Met Life	▪ USAA Life Insurance
▪ Susquehanna	▪ Deutsche	▪ Guggenheim	▪ Liberty Mutual
▪ Lord Abbett	▪ WAMCO	▪ 40/86 Advisors	▪ Americo Financial
▪ Gracie Capital	▪ Van Kampen Funds	▪ Babson Capital	▪ Blackrock
▪ 1861 Capital Management	▪ Merrill Lynch	▪ Mackay Shields	▪ Delphi Capital
▪ BNP	▪ T. Rowe Price	▪ Nuveen	▪ Ohio National Life
▪ Citibank Arbitrage	▪ Scudder	▪ Conning	▪ Penn Mutual
▪ Merrill Lynch	▪ Citibank Arbitrage	▪ Blackrock	
▪ Mitsubishi Trust	▪ Capital Research	▪ Prudential	
▪ Radian Guaranty	▪ BNY Mellon		
▪ Watermill Asset Management	▪ Standish		
▪ Bank of Montreal	▪ Lord Abbett		
▪ First New York Securities	▪ Delaware		
	▪ PIMCO		

Below we discuss how to approach the universe of buyers outlined above.

- *Internet Roadshow:* We will be using MuniOS to pre-record an investor presentation that can be accessed via the Internet by investors following the release of the POS – we recommend pre-recording as it will allow the Airport to review and revise any slides or discussion points during and following the recording. The presentation will be largely based upon the information from the rating presentation and will provide an overview of the rental car facility, the funding sources, leases with the rental car companies, security provisions for the bonds and other pertinent publicly available material. Further, contact information for the Airport and Siebert Brandford Shank will be provided at the end of the presentation allowing accounts to ask follow-up questions.
- *One-On-One Investor Meetings/Calls:* Either as follow-up to or in lieu of the investor presentation, Siebert Brandford Shank can work with the Airport to schedule one-on-one investor calls/meetings with a cross-section of the investors listed above. We will develop a list of these targets following the release of the POS.

#### **Pricing Schedule**

Below we outline the proposed pricing schedule, noting that this is a preliminary timetable and is subject to change. This schedule is largely based on the release of employment data on Friday, February 7, 2014 and the limited attention from investors that is likely on Monday, February 3, 2014 in the wake of Super Bowl Sunday the preceding day.

#### **Tuesday, January 21, 2014**

- **2:00pm PT:** Due diligence call and POS sign-off

#### **Wednesday, January 22, 2014**

- **2:00pm PT:** Record investor presentation

#### **Thursday, January 23, 2014**

- Post POS
- Post investor presentation
- Begin pre-marketing

#### **Week of January 27, 2014**

- Conduct one-on-one investor calls

#### **Friday, January 31, 2014**

- Market update call at 4:00pm ET (1:00pm PT)

#### **Monday, February 3, 2014**

- Solicit price views from the co-managers throughout the day
- **11:30am PT:** Distribute price views
- **1:30pm PT:** Market update and price view conference call

#### **Tuesday, February 4, 2014**

- One-on-one investor calls, if necessary
- **8:00am to 1:00pm PT:** Take indications of interest on Taxable Bonds

- **1:30pm PT:** Market update call/meeting

**Wednesday, February 5, 2014**

- **6:30am PT:** Hold preliminary pricing call and market update call to review institutional order strategy
- **7:00am to 8:30am PT:** Conduct institutional order period for tax-exempt bonds and launch taxable order period
- **8:30am PT:** Completion of order period
- **9:30am PT:** Allotment indications on taxable bonds sent to investors. Hold conference call to re-price tax-exempt bonds, if necessary
- **10:00am PT:** Set taxable coupon levels and spreads and receive the verbal award
- **1:00pm PT:** Receive the written award, if possible