

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



Revised 3/3/14
BOARD

AGENDA

Thursday, March 6, 2014
9:00 A.M.

San Diego International Airport
Commuter Terminal – Third Floor

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

BOARD MEMBERS

DAVID ALVAREZ
LAURIE BERRIANT
BRUCE R. BULLARD
DREW CHAFFIN
JIM DESMORIS
COL. JOHN FARRELL
ROBERT H. GLEASON
FLOYD B. HURBS
ERAINA MATEGA
PAUL ROBINSON
MARY SESSOM
TOM THEJER
* EX OFFICIO BOARD MEMBERS
PRESIDENT/CEO
THELLA F. BOWENS

***Live webcasts of Authority Board meetings can be accessed at
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. RECOGNITION OF BOND TEAM:

Presented by Vernon Evans, Vice President, Finance/Treasurer

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 1-12):

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 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 Services: Tony Russell, Director/Authority Clerk)

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:

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

(Procurement: Jana Vargas, Director)

4. MARCH 2014 LEGISLATIVE REPORT:

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2014-0013, approving the March 2014 Legislative Report.

(Inter-Governmental Relations: Michael Kulis, Director)

5. ANNUAL REVIEW AND NOTIFICATION OF BOARD MEMBER WEIGHTED VOTE POINT ALLOCATION AS REQUIRED BY SECTION 170014 OF THE CALIFORNIA PUBLIC UTILITIES CODE:

The Board is requested to accept the report.

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.

(Corporate Services: Tony Russell, Director/Authority Clerk)

6. DISPOSITION OF SURPLUS PROPERTY:

The Board is requested to authorize the 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.

(Procurement: Jana Vargas, Director)

CLAIMS

7. REJECT THE CLAIM OF JENNIFER CAIN:

The Board is requested to reject the claim.

RECOMMENDATION: Adopt Resolution No. 2014-0015, rejecting the claim of Jennifer Cain.

(Legal: Breton Lobner, General Counsel)

COMMITTEE RECOMMENDATIONS

8. QUARTERLY AUDIT ACTIVITIES REPORT – FISCAL YEAR 2014 SECOND QUARTER, AND AUDIT RECOMMENDATIONS ISSUED BY THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to accept the report.

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

(Audit Department: Mark Burchyett, Chief Auditor)

9. REVISION TO THE FISCAL YEAR 2014 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

The Board is requested to accept the information.

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

(Audit Department: Mark Burchyett, Chief Auditor)

CONTRACTS AND AGREEMENTS

10. AWARD A CONTRACT TO HAZARD CONSTRUCTION COMPANY TO RELOCATE CELL PHONE LOT PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:

The Board is requested to award a contract.

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.

(Facilities Development: Iraj Ghaemi, Director)

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):

The Board is requested to award a contract.

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.

(Airport Planning: Keith Wilschetz, Director)

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"):

The Board is requested to authorize the agreement.

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.

(Corporate Services: Tony Russell, Director/Authority Clerk)

PUBLIC HEARINGS:

OLD BUSINESS:

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.:

The Board is requested to approve an agreement.

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.

(Facilities Management: Murray Bauer, Director)

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:

The Board is requested to approve an agreement.

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.

(Airport Design & Construction: Bob Bolton, Director)

15. NUMBER NOT USED

WORKSHOP:

16. UPDATE ON GROUND TRANSPORTATION OPERATIONAL FRAMEWORK:

RECOMMENDATION: Receive the update.

(Operations: Angela Shafer-Payne, Vice President)

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 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:

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.

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>
April 3	Thursday	9:00 a.m.	Regular	Board Room
May 1	Thursday	9:00 a.m.	Regular	Board Room



SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

Board Communication

Date: February 26, 2014

To: Board Members

From: Tony R. Russell, Director, Corporate & Information
Governance/Authority Clerk

Subject: Draft Board Meeting Minutes – February 6, 2014

Please note that Item 13 of the Draft February 6, 2014 Board Minutes has been revised to reflect the accurate vendor name, *URS Corporation dba URS Corporation Americas*.

If you have any questions or concerns, please telephone me at (619) 400-2550.



**DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, FEBRUARY 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 11:10 a.m. on Thursday, February 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: Boland, Cox, Desmond, Farnam (Ex Officio), Gleason, Hubbs, Robinson, Sessom, Smisek

ABSENT: Board Members: Alvarez, Berman (Ex Officio), Ortega (Ex Officio)

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

PLEDGE OF ALLEGIANCE:

Chair Gleason announced that Item 14 would be heard at this time.

WORKSHOP:

14. UPDATE ON GROUND TRANSPORTATION REGULATORY FRAMEWORK:

Angela Shafer-Payne, Vice President, Operations introduced the item and summarized the Ground Transportation Regulatory Framework, and the Next Steps.

David Boenitz, Director, Ground Transportation provided a presentation on the Update on Ground Transportation Regulatory Framework, which included Financial Overview – Vehicle Conversion Incentive-Based Program, Cost Allocation/Recovery, and Commercial Vehicle Permit Fees; Regulatory and Structural Challenges – Clean Vehicle Conversion Program, California Attorney General Memorandum of Understanding Compliance,

Board Member Hubbs requested that staff provide a comparison chart for Vehicle Conversions in order to track the vehicle conversion progress from year to year.

Chair Gleason requested that staff provide further information about permits for the Transportation Network Companies in accordance with the Authority's current business model. He also requested that the Car2Go issues be addressed in the next presentation to the Board.

Board Member Smisek spoke regarding alerting the California Attorney General about a petition to the Public Utilities Commission (PUC) by the Greater California Livery Association, to adopt a regulation that vehicle standards for limousine operators and other charter-party carriers are in the exclusive domain of the PUC and not in the domain of airport operators, which would substantially impact San Diego International Airport's ability to comply with the California Attorney General Memorandum of Understanding for Alternative Fuel Vehicles and Clean Air Vehicles.

ADRIAN KWIATKOWSKI, SAN DIEGO, representing Transportation Alliance Group (TAG), provided a presentation which included, TAG Members, TAG Business Members and Strategic Partners, TAG/Airport Authority Partnership, TAG Member Common Issues, TAG Member Mode Specific Issues, TAG Common Issues Proposals and Actions 2014, and Summary and Next Steps.

TONY HUESO, SAN DIEGO, spoke regarding the Car2Go issues and the challenges associated with this type of transportation at the Airport.

MARGO TANGUAY, SAN DIEGO, commented on Airport issues related to the fees charged by Uber transportation services.

Board Member Hubbs requested that staff include in its next report to the Board, the TAG issues that were presented by Mr. Kwiatkowski.

Chair Gleason requested that staff include in its next report to the Board, the incentives and disincentives that were extended for two fiscal years; how the disincentive on trip fees is applied and charged; clarification about the market players regarding the loan program, with the exception of limousines or charter carriers who are already permitted to operate at the Airport; and information about the position by the California Airports Council and other larger airports regarding permitting for Transportation Network Companies.

Board Member Cox suggested that staff explore the Carl Moyer Grant Program as a funding source for clean alternative fuel vehicle conversion for the Authority's bus and shuttle fleets.

RECOMMENDATION: Receive the update.

NON-AGENDA PUBLIC COMMENT: None.

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BOARD BUSINESS:

• **APPOINTMENT OF EXECUTIVE COMMITTEE MEMBERS AND ELECTION OF THE VICE CHAIR OF THE BOARD:**

ACTION: Moved by Chair Gleason and seconded by Board Member Desmond to appoint Board Members Smisek and Robinson to the Executive Committee, and to appoint Board Member Smisek as Vice Chair of the Board. Motion carried by the following vote: YES – Boland, Cox, Desmond, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT - Alvarez. (Weighted Vote Points: YES - 87; NO - 0; ABSENT- 13).

PRESENTATIONS:

A. PRESENTATION OF THE DISTINGUISHED BUDGET AWARD FOR THE FISCAL YEAR BEGINNING JULY 1, 2013:

Lakshmi Kommi, Director of Debt Management, City of San Diego, presented the Budget Award to Vernon Evans, Vice President, Finance/Treasurer, who accepted it on behalf of the Authority.

B. FINANCIAL UPDATE OF THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2013 AND 2012:

Vernon Evans, Vice President, Finance/Treasurer provided a presentation on the Financial Update of the Unaudited Financial Statements for the Six Months Ended December 31, 2013 and 2012, which included Operating Revenues by Percentage for Six Months Ended December 31, 2013 (Unaudited), Operating Expenses by Percentage for Six Months Ended December 31, 2013 (Unaudited), Non-operating Revenue and Expenses (Unaudited), Financial Summary, and, Statement of Net Position as of December 31, 2013 (Unaudited).

He also provided a presentation on Financial Trends From the Inception June 2004 through 2013, which included Authority Total Operating Revenues and Percentage Change – Fiscal Years Ended June 30 (Audited), Authority Operating Expenses Before Depreciation and Percentage Change – Fiscal Years Ended June 30 (Audited), Authority Assets – Fiscal Years Ended June 30 (Audited), Authority Liability – Fiscal Years Ended June 30 (Audited), and Change in Authority Net Position – Fiscal Years Ended June 30 (Audited). He also provided a presentation of the Fiscal Year 2015 – 2016 Budget Calendar Timeline of Key Dates.

Mr. Evans also provided a presentation on the \$305,285,000 Series 2014 Customer Facility Charge (CFC) Bonds Consolidated Rental Car Facility, which included Overview, Successful Rating Strategy, Favorable Market Conditions, 2014 Bond Deal Structure, Strong Demand for SAN Bonds, and Conclusion.

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

STANDING BOARD COMMITTEES

- **AUDIT COMMITTEE:**
Board Member Smisek reported that the Committee will meet on February 10, 2014.
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Board Member Hubbs reported that the Green Build closeout is on target. He also reported that the North Side Rental Car Center project is progressing.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Board Member Desmond reported that the Committee met on January 15, 2014, to discuss goals of the President/CEO, General Counsel, and Chief Auditor, and noted that the goals set by the Board are on target. He reported that the next meeting of the Committee is on June 25, 2014.
- **FINANCE COMMITTEE:** None.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
Board Member Smisek reported that the Advisory Committee will meet during the month of February to discuss the Airport Development Plan.
- **ART ADVISORY COMMITTEE:**
Chair Gleason provided an update on the Terminal art installations. He reported that the Commuter Terminal East wall art installation is delayed due to issues with permitting. He announced that Authority Staff will be offering Green Build Art Tours to the Rising Arts Leaders and the San Diego Museum of Arts, Artists Guild. He also announced the upcoming Art and Culture Symposium on March 7th through 9th, titled "Aesthetics and Authenticity", at the new Central Library. He announced that the Authority was recently awarded the Artie Award at the 30th Anniversary of the Mission Federal Art Walk event.

LIAISONS

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**
Board Member Robinson reported that briefings were provided to several agencies and agency members regarding the draft San Diego International Airport Land Use Plan, which included Caltrans Aeronautics, City of San Diego, Civic San Diego, Corky McMillin Companies, and Councilmember Alvarez' office.

- **CALTRANS:** None.
- **INTER-GOVERNMENTAL AFFAIRS:**
Board Member Cox reported that on January 17th, President Obama signed into law the Fiscal Year 2014 Omnibus Appropriations bill, funding the federal government through September 30, 2014. He reported that State Legislators have until February 21st to introduce bills this year. He reported that on December 18th, Airport Authority representatives updated Senator Marty Block on several airport issues; on January 13th, the Authority's legislative team met with California Energy Commissioner Janea Scott and California Energy Commission (CEC) staff, to discuss changes to the CEC's Alternative and Renewable Fuel and Vehicle Technology Incentive Program, and; on January 16th, the mayors of the north county coastal cities met and reappointed Lloyd Hubbs as their representative on the Airport Authority Board. He also reported that he, together with Board Members Sessom and Berman, attended the annual SANDAG Board retreat on January 29-31st.
- **MILITARY AFFAIRS:** None.
- **PORT:**
Chair Gleason reported that at the last monthly meeting with the Port, Authority representatives met to discuss moving forward with coordinating efforts between local agencies and the Authority concerning traffic, parking, circulation and alike. He announced that Authority representatives and other local agencies and community groups will meet on February 21, 2014 with Interim Mayor Todd Gloria's Office for further discussions.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG TRANSPORTATION COMMITTEE:**
Board Member Smisek reported that the Committee met on January 17, 2014 regarding the Bike Early Action Plan, Transportation Improvement Program, and U.S. Army Corps of Engineers.
- **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 reported that the *Appointments To Board Committees, Liaison Positions, Other Representative And Alternate Positions*, is on the Consent Agenda for Board approval. He reported that the Board Retreat is scheduled on February 28, 2014 and March 1, 2014. He reported that Board Member's Hubbs and Robinson will be representing the Authority at the Chamber of Commerce delegation to Mexico in March, and Board Member Hubbs will be representing the Authority at the ACI Commissioners Conference in June. Chair Gleason announced that he will be attending the Smart Cities Initiative Conference in Seattle.

PRESIDENT/CEO'S REPORT:

Thella Bowens, President/CEO reported that the 2013 passenger numbers are at 17.7 million, a 2.7 percent increase and the highest increase since 2008. She announced Southwest Airlines non-stop service to Love Field Airport, Dallas. She recognized staff for its work on the Environmental Impact Report for the San Diego International Airport, Airport Land Use Compatibility Plan and Airport Land Use Compatibility Plan.

NON-AGENDA PUBLIC COMMENT: None.

CONSENT AGENDA (Items 1-13):

Chair Gleason requested that Item 11, *Award of Contract to General Networks*, be deferred to a future meeting.

ACTION: Moved by Board Member Robinson, and seconded by Board Member Cox to approve the Consent Agenda as amended. Motion carried by the following vote: YES – Boland, Cox, Desmond, Gleason, Hubbs, Robinson, Sessom, Smisek; NO - None; ABSENT - Alvarez. (Weighted Vote Points: YES - 87; NO - 0; ABSENT- 13).

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the January 6, 2014, Special 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 DECEMBER 9, 2013, THROUGH JANUARY 12, 2014, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM DECEMBER 9, 2013 THROUGH JANUARY 12, 2014:

RECOMMENDATION: Receive the report.

4. FEBRUARY 2014 LEGISLATIVE REPORT:

RECOMMENDATION: Adopt Resolution No. 2014-0004, approving the February 2014 Legislative Report.

- 5. APPOINTMENTS TO BOARD COMMITTEES, LIAISON POSITIONS, OTHER REPRESENTATIVE AND ALTERNATE POSITIONS:**
RECOMMENDATION: Adopt Resolution No. 2014-0005, making appointments to Board committees, liaison positions, the SANDAG Transportation Committee, and the World Trade Center Board.

CLAIMS

- 6. REJECT THE CLAIM OF JOANNA MCKIM:**
RECOMMENDATION: Adopt Resolution No. 2014-0006, rejecting the claim of Joanna McKim.
- 7. DENY THE APPLICATION FOR LEAVE TO PRESENT A LATE CLAIM OF GUADALUPE VALENZUELA:**
RECOMMENDATION: Adopt Resolution No. 2014-0007, denying the application for Leave to Present a Late Claim by Guadalupe Valenzuela.
- 8. REJECT THE CLAIM OF DENNIS ROMERO:**
RECOMMENDATION: Adopt Resolution No. 2014-0008, rejecting the claim of Dennis Romero.

COMMITTEE RECOMMENDATIONS

- 9. ACCEPT THE UNAUDITED FINANCIAL STATEMENTS FOR THE SIX MONTHS ENDED DECEMBER 31, 2013:**
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.
- 10. ACCEPT THE AUTHORITY'S INVESTMENT REPORT AS OF DECEMBER 31, 2013:**
RECOMMENDATION: The Finance Committee recommends that the Board accept the report.

CONTRACTS AND AGREEMENTS

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

- 11. 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"):**
ACTION: This item was deferred to a future meeting.

12. AWARD A CONTRACT TO S&L SPECIALTY CONTRACTING, INC. FOR QUIETER HOME PROGRAM PHASE 7, GROUP 9 (1 NON-HISTORIC AND 11 HISTORIC SINGLE FAMILY RESIDENCES, AND 27 UNITS IN 1 HISTORIC MULTI-FAMILY BUILDING LOCATED BOTH EAST AND WEST OF THE AIRPORT):

RECOMMENDATION: Adopt Resolution No. 2014-0010, awarding a contract to S&L Specialty Contracting, Inc., in the amount of \$1,238,550, for Phase 7, Group 9, Project No. 380709, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

13. AUTHORIZE THE PRESIDENT/CEO TO AWARD A CONTRACT TO RICONDO & ASSOCIATES, AND TO URS, INC. CORPORATION dba URS CORPORATION AMERICAS TO PROVIDE ON-CALL PROFESSIONAL AIRPORT PLANNING CONSULTING SERVICES:

RECOMMENDATION:

Adopt Resolution No. 2014-0011, authorizing the President/CEO to award a three-year contract to Ricondo & Associates in an amount not-to-exceed \$3,000,000, to provide on-call professional consulting services in Airport Planning; and

Adopt Resolution No. 2014-0012, authorizing the President/CEO to award URS, Inc. Corporation dba URS Corporation Americas a three-year contract in an amount not-to-exceed \$500,000, to provide on-call professional consulting services in Airport Planning.

PUBLIC HEARINGS: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

WORKSHOP:

14. UPDATE ON GROUND TRANSPORTATION REGULATORY FRAMEWORK:

ACTION: This item was heard as the first order of business on the Agenda.

CLOSED SESSION: The Board recessed into Closed Session at 12:35 p.m. to discuss Items 16, 17, 19 and 21.

- 15. 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
- 16. 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.
- 17. 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
- 18. 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
- 19. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**
Initiation of litigation pursuant to subdivision (c) of §54956.9: (1 case)
- 20. 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

21. 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 1:41 p.m. Chair Gleason reported that in regards to Items 16 and 21, that the Board provided direction to staff. There was no other reportable action.

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 1:42 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 6th DAY OF MARCH, 2014.

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

000011



Revised 3/4/14

SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
2

Meeting Date: **MARCH 6, 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.

000012

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 RUSSELL
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

DAVID ALVAREZ

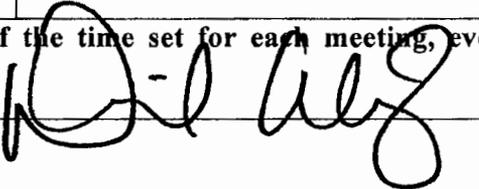
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary

Period Covered: February 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:
David Alvarez		Feb 25, 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 <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-6-14 Time: 9AM Location: SDCAA	Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2-24-14 Time: 9AM Location: SDCAA	Finance Committee
<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:	
<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: 

BRUCE BOLAND

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

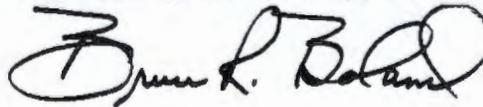
Period Covered: _1 Feb – 1 March 2014

Board Member Event/Meeting/Training Report Summary 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)		
Bruce R. Boland		March 2, 2014
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act	2/6 0900 SDIA	SDCRAA Board/ALUC
Brown Act	2/24 0900 SDIA	SDCRAA EXCOM Meeting
Brown Act	2/28 1200 SDIA	SDCRAA Retreat
Brown Act	3/1 0830 SDIA	SDCRAA Retreatr

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

SDCRAA

FEB 24 2014

Corporate Services

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

Period Covered: FEB 1 - 28, 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		FEBRUARY 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: FEB. 3, 2014 Time: 9 am Location: SDIA	SDUPD / SDCRAA JOINT RELATIONS COMMITTEE MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: FEB 6, 2014 Time: 9am Location: SDIA	SDCRAA BOARD MEETING ALUC COMMISSION MEETING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: FEB 21, 2014 Time: 3pm. Location: MAYOR GLORIA'S OFFICE	JOINT MEETING OF SDCRAA, SDUPD CITY OF S.D CIVIC SAN DIEGO, MTS. & DOWNTOWN PARTNERSHIP - DISCUSSION OF PLANNING EFFORTS + SHUTTLE SERVICES
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: FEB 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

JIM DESMOND

MAR 04 2014

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

Corporate Services

Period Covered: _____ Feb - Mar 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
Jim Desmond		March 4, 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 <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 06 Feb 2014 Time: 9:30am Location: SDIA	Board Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 28 Feb 2014 Time: 1pm Location: SDIA	Board Retreat
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 01 March Time: 8:30am Location: SDIA	Board Retreat
<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: _____

ROBERT GLEASON

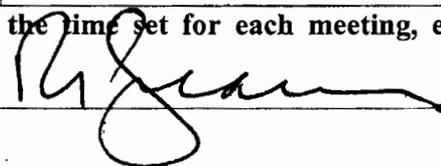
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: FEBRUARY 2014

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.

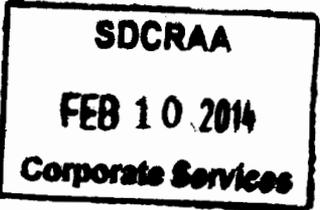
BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT
ROBERT H. GLEASON		February 25, 2014
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: February 3, 2014 Time: 9:00 am Location: SDCRAA offices	Port – Airport Leaders meeting with Port Commissioner Chair
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 6, 2014 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 10, 2014 Time: 10:00 am Location: SDCRAA offices	Audit Committee meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: February 13, 2014 Time: 7:30 am Location: Port offices	WTCS D Board of Directors meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 19, 2014 Time: all day Location: Seattle, WA	Day 1: "City as a System" delegation & Microsoft CityNext Tour
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 20, 2014 Time: all day Location: Seattle, WA	Day 2: "City as a System" delegation & Microsoft CityNext Tour
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: February 21, 2014 Time: 3:00 pm Location: City Hall	City/Airport/Port Planning Discussion with Mayor Gloria
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 24, 2014 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: February 28, 2014 Time: 12:00 pm Location: SDCRAA offices	Board Retreat

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

Signature: _____



**ANDREW
HOLLINGWORTH**



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

Period Covered: 2-10-14

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:
<i>ANDREW HALLINGWORTH</i>		<i>2/10/2014</i>
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: <i>2/10/2014</i> Time: <i>10:00 AM</i> Location: <i>BOARD ROOM</i>	<i>QUARTERLY Audit Committee Meeting</i>
<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:	
<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: *Andrew Hallingworth*

LLOYD HUBBS

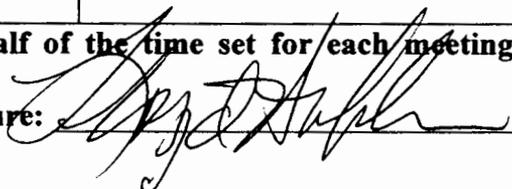
SDCRAA
FEB 28 2014
Corporate Services

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: ~~January~~ **FEBRUARY** 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:
LLOYD HUBBS		2/28/14
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: 2/6/14 Time: 9:00 Location: BOARD RM	Board Mtg.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/21/14 Time: 9:00 - 11:00 Location: SANDAG-TRANS	SANDAG Bd.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: EXEC FINANCE 2/24/14 Time: 9:00 - 11:00 Location: BOARD RM	Exec. Finance
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/28/14 Time: 12:00 - 5:00 Location: AUTHORITY	BOARD WORKSHOP
<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: 

PAUL ROBINSON

SDCRAA
MAR 03 2014
Corporate Services

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

Period Covered: 2/28/14

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:
PAUL ROBINSON		3-1-14
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/3/14</u> Time: <u>9:00 - 10:30</u> Location: <u>SDCRAA OFFICES</u>	Meeting Bt Chair and Bd Members
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/6/14</u> Time: <u>9:00 - 2:00 p.m.</u> Location: <u>SDCRAA Bd Rm</u>	SDCRAA Bd /ALVA Mtgs.
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/6/14</u> Time: <u>3:00 p.m. - 4:00 p.m.</u> Location: <u>600 W. Broadway</u>	Mtgs w/ Bt Chair MTS Chair
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/10/14</u> Time: <u>8:30 - 10:30</u> Location: <u>SD Air Space Museum</u>	Present Airport to Students
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/21/14</u> Time: <u>3:00 pm</u> Location: <u>SD Mayor's Office</u>	Mtgs Interview Mayor Gloria Mayor Elect Fackland Bt Chair MTS Chair et al
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/24/14</u> Time: <u>9:00 a.m. - 11:30 a.m.</u> Location: <u>SDCRAA Bd Rm</u>	SDCRAA Exec./Finance Coma Mtgs.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>2/28/14</u> Time: <u>12:30 - 4:30</u> Location: <u>SDCRAA OFFICES</u>	Retreat
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>3/1/14</u> Time: <u>8:00 - 2:00 pm</u> Location: <u>SDCRAA OFFICES</u>	Retreat

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

Signature: Paul E. Rob

MARY SESSOM

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

SBCRAA
FEB 28 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:
MARY T. Sessom		2/28/2014
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/6 Time: 9:00 Location: Special Board in Board Room	
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/9 Time: 7:30 Location: AKC+CC	SDMAC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/15 Time: 10:00 Location: Board Room	Executive meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 1/31 Time: 12:00 Location: San Miguel Fire Headquarters	Rotary Luncheon Speaker
<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: Mary T. Sessom

SDCRAA

FEB 28 2014

Corporate Services

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: February 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:
MARY T. Sessom		2/28/2014
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/6 Time: 9:00 Location: Board Room	Board Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/19 Time: 7:30 Location: AKC + CC	SDMAC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/24 Time: 9:00 Location: Board Room	Executive Finance
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 2/28 Time: noon Location: Airport conference room	Board retreat
<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:

Mary T. Sessom

TOM SMISEK

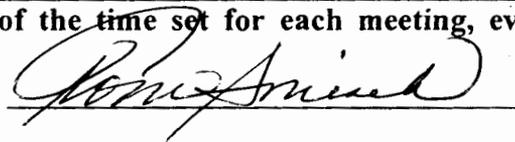
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: FEBRUARY 1-28, 2014

SDCRAA
FEB 28 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 2009-0007. 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		FEBRUARY 28, 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: 2-6-2014 Time: 9:00 AM Location: SDIA	SDCRAA BOARD MEETING
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: 2-10-2014 Time: 10:00 AM Location: SDIA	SDCRAA AUDIT COMMITTEE MEETING
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: 2-21-2014 Time: 9:00 AM Location: SANDAG	SANDAG TRANSPORTATION COMMITTEE MTG - SDCRAA REPRESENTATIVE
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: 2-24-2014 Time: 9:00 AM Location: SDIA	SDCRAA EXECUTIVE/FINANCE/SPECIAL BOARD MEETINGS
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: 2-26-2014 Time: 9:30 AM Location: SDIA	SDCRAA AIRPORT ADVISORY COMMITTEE MTG - BOARD REPRESENTATIVE
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: 2-28-2014 Time: 12:30 PM Location: SDIA	SDCRAA SPECIAL BOARD MEETING
<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: 

DON TARTRE

SDCRAA
FEB 10 2014
Corporate Services

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
Board Member Event/Meeting/Training Report Summary
 Period Covered: 2/10-14

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:
<i>Don Jantre</i>		<u>2/10-14</u>
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: <u>2/10-14</u> Time: <u>10AM</u> Location: <u>BoA Room</u>	<u>AC Meeting</u>
<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:	
<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: *Don Jantre*

JACK VAN SAMBEEK

SDCRAA

FEB 10 2014

Corporate Services

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

Period Covered: 2-10-14

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:
John P. Van Saubelle		2-10-14
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: 2-10-14 Time: Location: 10 AM Board mtg RA	
<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:	
<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: JP Van Saubelle



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
3

Meeting Date: **MARCH 6, 2014**

Subject:

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.

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

000014

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 JANUARY 13, 2014 - FEBRUARY 9, 2014



New Contracts

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
01/14/14	N/A	American Appraisal Associates, Inc.	The Contractor will provide property insurance appraisal services for San Diego County Regional Airport Authority.	Informal RFP	J. Lindeman	\$ 41,000.00	04/11/14
01/06/14	N/A	CR & A Custom, Inc.	The Contractor will provide services needed to design, fabricate, and install an aluminum wall-mounted vinyl graphic media framing system on the east-facing exterior wall of the Commuter Terminal at San Diego International Airport.	RFP	C. White	\$ 96,200.00	02/01/14
01/14/14	N/A	SSI, Inc.	The Contractor will provide a hosted software application to provide security and safety training for security badge holders working at San Diego International Airport.	RFP	C. Welch	\$ 295,000.00	01/14/17
01/21/14	N/A	Print-O-Tape, Inc.	The Contractor will provide self-service baggage tag rolls/materials to San Diego County Regional Airport Authority.	RFB	H. Kourik	\$ 30,000.00	01/21/15
01/14/14	N/A	Plumbright, Inc.	The Contractor is one of three pre-qualified and approved to bid on on-call plumbing services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool for contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	01/14/17
01/21/14	N/A	HPS Mechanical, Inc.	The Contractor is one of three pre-qualified and approved to bid on on-call plumbing services at San Diego International Airport. The contract value reflects the total not-to-exceed cost for the entire pool for contractors for this service.	RFQ	M. Bauer	\$ 900,000.00	01/15/17
01/24/14	N/A	Samba Holding, Inc. dba Samba Safety	The Contractor will provide a web-based fleet driver vehicle safety training program for San Diego International Airport.	RFP	C. Steele	\$ 48,384.00	01/27/17
02/06/14	N/A	Stanley Access, Inc.	The Contractor will provide automatic sliding door maintenance and repair services at San Diego International Airport.	RFP	M. Bauer	\$ 250,000.00	11/30/16
02/06/14	N/A	Economic Development Corporation- San Diego County	The Economic Development Corporation – San Diego membership includes corporate level San Diego regional business executives and industry stakeholders that will assist the Authority in securing and retaining international air service at the Airport. This committee will convene at meetings arranged by the EDC-SD to share information and review potential air service proposals.	Single Source	H. Brown	\$ 100,000.00	01/22/15



New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
01/27/14	104128	Granite Construction Company	This contract was approved by the Board at the December 12, 2013 Board Meeting. The Contractor will construct Fixed Based Operator (FBO) Taxiway at San Diego International Airport.	RFB	I. Ghaemi	\$ 3,292,732.00	06/17/14
01/28/14	N/A	Kone, Inc.	This contract was approved by the Board at the December 12, 2013 Board Meeting. The Contractor will provide elevator and escalator maintenance and repair services at San Diego International Airport.	RFP	M. Bauer	\$ 8,710,331.00	12/30/16

000016

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN JANUARY 13, 2014 - FEBRUARY 9, 2014

 <p align="center">Amendments and Change Orders</p>								
Date Signed	CIP #	Company	Description of Change	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
01/15/14	N/A	Jason Bruges Studio Limited	The First Amendment extends the term of the contract ninety days to complete the Public Art Project located in the New Media/Multi-Media Lounge in Terminal 2 West. There is no increase in compensation.	\$ 400,000.00	\$ -	0%	\$ 400,000.00	3/31/2014
01/15/14	N/A	The Vasquez Company	The Second Amendment revises the Contractor's business name and extends the term of the contract forty-five days for on-call general construction services at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	11/29/2013
01/15/14	N/A	Pacific Rim Mechanical Contractors, Inc.	The First Amendment extends the term of the contract ninety days and increases the maximum amount of compensation by \$175,900.00 for HVAC maintenance and repair services at San Diego International Airport.	\$ 2,931,916.00	\$ 175,900.00	6%	\$ 3,107,816.00	5/8/2014
01/15/14	N/A	Aircraft Service International Group	The First Amendment extends the term of the contract ninety days for fleet maintenance services at San Diego International Airport. There is no increase in compensation.	\$ 795,000.00	\$ -	0%	\$ 795,000.00	3/31/2014
02/04/14	N/A	AGBW Corporation dba BPI Plumbing	The First Amendment extends the term of the contract by ninety days for on-call plumbing services at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/29/2014
02/04/14	N/A	Drain Medic, Inc.	The First Amendment extends the term of the contract by ninety days for on-call plumbing services at San Diego International Airport. There is no increase in compensation.	\$ 3,000,000.00	\$ -	0%	\$ 3,000,000.00	5/29/2014
01/28/14	N/A	Serco, Inc.	The First Amendment changes the Contractor's name to reflect the fact that Serco Management Services Inc. is a wholly-owned subsidiary of Serco, Inc. There is no increase in compensation.	\$ 3,887,805.00	\$ -	0%	\$ 3,887,805.00	4/14/2016
 <p align="center">Amendments and Change Orders - Approved by the Board</p>								
01/14/14	N/A	Jim Campbell	The Third Amendment was approved by the Board at the November 7, 2013 Board Meeting. The Third Amendment extends the term of the contract ninety days to complete the Public Art Project entitled "Journey" at San Diego International Airport.	\$ 2,180,000.00	\$ -	0%	\$ 2,180,000.00	1/10/2014

000017

Attachment "B"

REAL PROPERTY AGREEMENTS EXECUTED FROM JANUARY 13, 2014 TO FEBRUARY 9, 2014



Real Property Agreements

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
1/1/14-12/31/18	LE-0782	Smarte Carte, Inc.	Concession Lease	Airport terminals, elevated departure roadway and parking lots	Luggage cart rentals and cart advertising	Support Premises: 252 s.f. office space and 64 s.f. storage space in Terminal 1 East	The greater of \$90,000 annually or 17% luggage cart sales and 30% advertising sales, less Federal Inspection Services Facility credit and Courtesy Cart credit. Support Premises rent at \$45/sqfy.	Rental price not to exceed \$4.00 per cart.
7/1/13 - 6/30/18	LE-0785	Concesionaria Vuela Compania De Aviacion SAPI De C.V. dba Volaris	Airline Operating and Lease Agreement	SDIA	Scheduled air carrier service	510 SF of exclusive/shared space; common use ticketing facilities and joint use hold rooms and bag claim space in Terminal 2 East	Estimated \$533,600 in annual rent; \$83,000 in estimated annual landing fees.	N/A
7/1/13 - 6/30/18	LE-0786	United Airlines, Inc.	Airline Operating and Lease Agreement	SDIA	Scheduled air carrier service	24,181 SF of exclusive/shared space; common use ticketing facilities and joint use hold rooms and bag claim space in Terminal 2 West	Estimated \$10,178,225 in annual rent; \$3,037,000 in estimated annual landing fees.	N/A
7/1/13 - 6/30/18	LE-0787	Japan Airlines	Airline Operating and Lease Agreement	SDIA	Scheduled air carrier service	1,248 SF of exclusive/shared space; common use ticketing facilities and joint use hold rooms and bag claim space in Terminal 2 East	Estimated \$866,184 in annual rent; \$288,600 in estimated annual landing fees.	N/A
1/1/14 - 12/31/17	LE - 0781	Injai Corporation	License Agreement for Ground Handling and Support Services	SDIA	Ground Handling and Supprt Services	N/A	The greater of \$3,500 or 8% of gross income monthly	N/A
1/1/14 - 12/31/17	LE - 0783	Immaculate Flight, LLC	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
1/1/14 - 12/31/17	LE - 0784	Clean Before Flight, 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



Real Property Agreement Amendments and Assignments

Effective Date	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
1/10/2014	LE-0649	High Flying Foods Package #7	Amendment No. 2 Concession Lease	SDIA	Food and Beverage Concessions	4,287 s.f. for concessions and support	No change	Modifications of Substantial Completion dates.
1/10/2014	LE-0650	High Flying Foods Package#8	Amendment No. 2 Concession Lease	SDIA	Food and Beverage Concessions	9,384 s.f. for concessions and support	No Change	Modifications of Substantial Completion dates.

000018

1/16/2014	LE-0651	Mission Yogurt, Inc	Amendment No. 2 to Concession Lease	SDIA	Food & Beverage Concession	4,152 s. f. for concessions and support	No Change	Modifications of Substantial Completion dates.
1/16/2014	LE-0658	Host International Package #2	Amendment No. 2 to Concession Lease	SDIA	Food & Beverage Concession	15,170 s. f. for concessions and support	No Change	Modifications to Assigned Premises during construction of new concessions

000019

2/19/2014



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
4

Meeting Date: **MARCH 6, 2014**

Subject:

March 2014 Legislative Report

Recommendation:

Adopt Resolution No. 2014-0013, approving the March 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 March 2014 Legislative Report updates Board members on legislative activities that have taken place during the month of February. 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 616 (Wright), legislation to increase state funding for improvement projects at small primary, reliever and general aviation airports. This bill, sponsored by the California Airports Council, would suspend until July 15, 2015, a state regulation that prohibits airports from receiving matching grant funds for projects that have already commenced.

The Authority's legislative team recommends that the Board adopt a WATCH position on AB 1787 (Lowenthal), legislation that would require airports to provide a post-security location at each terminal for use by nursing mothers.

The Authority's legislative team recommends that the Board adopt a WATCH position on SB 969 (DeSaulnier). This bill would designate any transportation project with estimated development and construction costs exceeding \$1 billion as a "megaproject" and require the agency administering a megaproject to establish a peer review group and undertake other risk reduction actions.

The Authority's legislative team recommends that the Board adopt a WATCH position on SB 985 (Pavley). This legislation would require jurisdictions opting to develop a stormwater resource plan to identify opportunities to use existing publicly owned lands to capture and reuse stormwater.

000020

February 21, 2014, was the last day for legislators to introduce state legislation.

Federal Legislative Action

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 3676 (Shuster/DeFazio). This legislation would require the Secretary of Transportation to issue regulations prohibiting voice communications using a mobile device during the in-flight portion of any scheduled passenger flight.

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. 2014-0013

A RESOLUTION OF THE BOARD OF THE SAN
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
APPROVING THE MARCH 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 March 2014 Legislative Report (Attachment A); and

BE IT FURTHER RESOLVED that the Board finds it 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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY RUSSELL
DIRECTOR CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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March 2014 Legislative Report

State Legislation

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

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.

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

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

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

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

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

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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

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

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SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
5

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be made every July 1 by the Board, based upon the population calculations made by the San Diego Association of Governments.

NUMERICAL MAJORITY (TALLY VOTE)

A numerical majority requires an affirmative vote of at least five members of the voting membership of the Board.

WEIGHTED MAJORITY (WEIGHTED VOTE)

A weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total of 100 vote points that are allocated among the Board Members.

No jurisdiction may be allocated more than 40 vote points or less than one vote point. There are no fractional vote points. The allocation of vote points is to be made annually by the Board based upon the population calculations made by the San Diego Association of Governments (SANDAG). The vote points for the City of San Diego are to be divided as equally as possible among its three Board Members (presently 13, 13 and 14 respectively). The Mayor of the City of San Diego makes the determination of which City representation is assigned each vote point allocation. The vote points for the County of San Diego are to be divided as equally as possible (presently 8 and 8 respectively) and allocated by the Chair of the County Board of Supervisors.

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In accordance with California Public Utilities Code 170014 and Authority Policy 1.30(12)(b)(3) and using the population calculations made by SANDAG, the allocations for the period beginning in April are as follows:

City of San Diego	Robert H. Gleason	14 points
City of San Diego	Bruce R. Boland	13 points
City of San Diego	David Alvarez	13 points
North County Coastal	Lloyd Hubbs	12 points
North County Inland	Jim Desmond	12 points
South County	Tom Smisek	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

The vote points are allocated to individual board members. Regardless of the number of members in attendance, or the fact that a quorum is present, or that five members voted for an agenda item, an item requires both 51 affirmative vote points, and the affirmative vote of five members, to pass.

Fiscal Impact:

There is no fiscal impact for this item.

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 SERVICES/AUTHORITY CLERK

RESOLUTION NO. 2014-0020

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY ACCEPTING THE BOARD MEMBER
WEIGHTED VOTE POINT ALLOCATION AS
REQUIRED BY SECTION 170014 OF THE
CALIFORNIA PUBLIC UTILITIES CODE

WHEREAS, Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3) requires that the allocation of vote points shall be made every July 1 by the San Diego County Regional Airport Authority Board, based upon the population calculations made by the San Diego Association of Governments ("SANDAG"); and

WHEREAS, a weighted majority requires an affirmative vote of Board Members controlling at least 51 of a total 100 vote points that are allocated amongst the Board Members; and

WHEREAS, In accordance with the California Public Utilities Code Section 170014 and Authority Policy 1.30(12)(b)(3), and using the population calculations made by SANDAG, the allocations for the period beginning in April are as follows:

City of San Diego	Robert H. Gleason	14 points
City of San Diego	Bruce R. Boland	13 points
City of San Diego	David Alvarez	13 points
North County Coastal	Lloyd Hubbs	12 points
North County Inland	Jim Desmond	12 points
South County	Tom Smisek	12 points
East County	Mary Sessom	8 points
County of San Diego	Greg Cox	8 points
County of San Diego	Paul Robinson	8 points

NOW, THEREFORE, BE IT RESOLVED that the Board of the San Diego County Regional Airport Authority hereby accepts the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

BE IT FURTHER RESOLVED that the Board finds that this 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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
6

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

Authority Policy 8.21, *Surplus Materials and Equipment*, requires that a listing of all surplus items be submitted to the Authority's Board for approval to dispose of items which are no longer needed by the Authority.

Surplus items in excess of the Authority's needs are sent to the Procurement Department for final disposition. The Authority has surplus property stored in various locations. The surplus property is listed on Exhibits A, B, C and D. These items occupy much-needed space and interfere with day-to-day operations.

Competitive solicitations were conducted for auction and electronic recycling services, resulting in agreements awarded to Public Surplus, LLC and Ken Porter Auctions for auction and IMS Electronic Recycling Incorporated for the recycling of surplus electronic equipment and accessories not donated to SDFF.

Items listed in Exhibit A, *San Diego Futures Foundation Computer-Related Equipment*, are in poor condition or are obsolete and past their useful life. In accordance with Board Policy, the items were donated to the San Diego Futures Foundation a San Diego county based 501(c)(3) organization . A certificate showing that 819 pounds of computer related equipment is attached.

Items listed in Exhibit B, *Surplus Items to be Sold at Auction*, are in mostly poor or fair condition, or obsolete, and past their useful life. A few items on Exhibit B remain in good condition but are no longer required by the Authority and are occupying needed space. These items have been determined to contain some residual value and would be sold at auction or e-auction.

Items listed in Exhibit C, *Items to be Recycled*, are determined to have no value and cannot be successfully auctioned, or donated and therefore will be recycled or disposed of as scrap.

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Items listed in Exhibit D, *Salt Plant Equipment*, are items that are currently located on the salt mine property that will either be sold with the property, or will be sold at Auctions with the items listed in Exhibit B.

Fiscal Impact:

Fees and associated costs for the transportation and sale of miscellaneous surplus property will be paid from the gross sales received by the auction services contractors, Ken Porter Auctions and Public Surplus, LLC. The Authority shall receive between 93% and 100% of the gross sales of auctioned items. There is no cost associated with the donation or recycling of surplus electronic equipment.

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:

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 RFI, March 2, 2009 neither, Policy 5.12 and Policy 5.14, were in place. Opportunity to recycle and sell items was open to all qualified vendors.

Prepared by:

JANA VARGAS
DIRECTOR, PROCUREMENT

RESOLUTION NO. 2014-0014

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY (MATERIALS AND OR EQUIPMENT) BY: 1) DONATING ELECTRONIC SURPLUS TO THE SAN DIEGO FUTURES FOUNDATION (SDFF), 2) SALE TO THE HIGHEST BIDDER, AND 3) RECYCLING.

WHEREAS, Authority Policy 8.21, Surplus Materials and Equipment, requires that before the disposal of surplus items, a list of said items shall be submitted to the Authority's Board for approval to sell and dispose of the items; and

WHEREAS, Exhibits A, B, C and D, attached hereto, contain descriptions of the items for disposal following the Board's approval; and

WHEREAS, these items are in mostly poor or fair condition, are either broken or obsolete, or past their useful life. A few items remain in good condition but are no longer required at the Authority and are occupying needed space; and

WHEREAS, under these circumstances, using authorized contractors for recycling and auction services is the most efficient and economical way to dispose of surplus items; and

WHEREAS, Ken Porter Auctions, Public Surplus, LLC., and IMS Recycling Inc. meet the Authority's objectives to facilitate ongoing requirements for the disposition of surplus materials and or equipment; and

WHEREAS, San Diego Futures Foundation is a state –certified collection point for electronic hazardous waste and a non-profit 501(c)3 organization benefiting the San Diego County region; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes 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.

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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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Exhibit A**San Diego Futures Foundation Computer Related Equipment**

SURPLUS EQUIPMENT DESCRIPTION	CONDITION OF ITEM	Qty.
Desktops		
HP Desk desktop Computer	Obsolete	1
Gateway desktop Computer	Obsolete	13
Dell desktop Computer	Obsolete	74
Total Desktops		88
Laptops		
Dell laptops	Obsolete	11
Gateway laptops	Obsolete	13
Lenovo laptop	Obsolete	1
IBM laptop	Obsolete	1
Toshiba	Obsolete	1
Total Laptops		27
Computer keypads	Obsolete	109
XZ modem	Obsolete	1
Dell server	Obsolete	5
Computer Recording radio transmission	Obsolete	1
CD burner	Obsolete	1
Cisco access point	Obsolete	2
HP Printers	Poor	23
Brothers Printer fax	Poor	1
oce lv pp planing printer	Poor	1
Netgear Router	Obsolete	1
Gateway docking station	Obsolete	1

Exhibit B - Surplus Items To Be Sold At Auction		
SURPLUS EQUIPMENT DESCRIPTION	CONDITION OF ITEM	Qty.
Valcom V-26006 page control system	Obsolete	1
Mackie Sound mixer & microphones	Obsolete	1
Fellows Laminator	Poor	3
Tape recorder	Obsolete	1
Image reader	Poor	1
Badge builder	Poor	1
GBC heat seal	Poor	1
Epson EMP projector	Poor	1
IBM electric typewriter	Average	1
Motorola cell phones	Poor	11
HTC cell phones	Poor	8
Casio cell phones	Poor	1
Verizon cell phones	Poor	1
Samsung cell phones	Poor	5
Stainless steel pay phone cylinders	Obsolete- No longer used at Authority	7
Lyon green lockers	Not in use	25
Compressed gas operated man lift	Not working	1
Multiquip 2005 light tower	Poor	1
Stainless steel floor hand sanitizer unit	Poor	1
Stainless steel receptacle and lid	Poor	1
20' overhead terminal turquoise signage	Poor	1
Advance floor cleaning machines	Not working	5
Rubbermaid smoking receptacles	Average	40
Canopy cement counter shells	Good	5
Stainless steel black stanchions	Average	50
Cement bollards	Average	20
Stainless steel kitchen cabinetry	Poor	1
Stainless steel sinks	Poor	5
Large blade signs in crates	Poor	3
Corral panels	Poor	22
4x4 Sky lights	Poor	16
Large shoe shine booth	Good	1
POSI charger (tug charger)	Poor	2
Metal electrical box	Poor	5
Misc. small electrical motors	Poor	6
30' light poles with fixtures	Average	6
Metal cable trays	Poor	35
4"x12' EMT conduit	Average	60
Can lights	Poor	30
250 w HPS lighting fixture	Poor	6
6' Christmas Tree	Poor	3
8' Lit Christmas Tree	Not Working Poor Condition	2
9' Lit Christmas Tree	Not Working Poor Condition	2

Revised 2/28/14

12' Lit Christmas Tree	Not Working Poor Condition	1
14' Lit Christmas Tree	Not Working Poor Condition	2
Phones and Phone Systems		
Nortel desk phones	Average	113
Siemens desk phones	Average	212
Rolm desk phones	Average	23
Siemens MOD30 Cabinet (+10 cards) SN89-60848	Average	1
Siemens MOD30 Cabinet (+18 cards) SN52799373001	Average	1
Battery Cabinet SN 59230	Average	1
Uninterruptable Power Supply model FE1-15KVA SN-15K03295	Average	1
Uninterruptable Power Supply model APC1000XL SN AS0349231701	Poor	1
Uninterruptable Power Supply model SVA24XLBP SN PS0344240607	Average	1
Siemens MOD80 HICOM 300E cabinet (+38 cards) SN S30807-E6214-X-6	Poor	1
Uninterruptable Power Supply Model Matrix 5000 SN WM0041004605	Average	1
Battery Pack Model#: SmartCell XR SN:CM9910009850	Poor	1
Battery Pack Model#: SmartCell XR SN:CM9911010925	Average	1
Interalia box Model#: 47930 SN: 110515	Average	1
Siemens Phone Mail system SN: 527030750041	Average	1
Decorations		
Christmas Angels 4" x 6"	Poor	22
Berries - red sparkle	Fair	1 Box
Wrapped Boxes (Faux Presents)	Poor	1 Box
Branches - Cranberry	Poor	1 Box
Branches - Crystal	Poor	1 Box
Branches - Gold Glitter	Poor	1 Box
Branches - red, white and blue	Poor	1 Box
Branches - Silver	Poor	1 Box
Candy Canes	Fair	6
Plastic Poinsettias 30"	Fair	20
Gold Decorations	Fair	2 Boxes
Red Decorations	Fair	1 Box
Foam Snowflakes white	Poor	1 Box
Foam Snowflakes multicolored	Poor	1 Box
Curly Willow Branches	Fair	1 Box
Ting Ting	Poor	20
4' Gold Bows	Fair	3
Sugar Branches	Fair	20

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Revised 2/28/14

Silver Chain Fair	4
Cranberries Poor	1 Box
Cupids Poor	12
Disc Sprays Blue Fair	12
Disc Sprays Green & Orange Fair	12
Assorted Feathers 14" Poor	50
Faux Flowers Poor	1 Box
Garland Fair	3 Boxes
Gold Pine Cones Poor	1 Box
Blue Decorations Poor	1 Box
Green Decorations Poor	1 Box
Silver Decorations Poor	2 Boxes
White Decorations Fair	1 Box
Ribbon and Netting Poor	1 Box
Snowflakes Large Fair	15
Snowflakes Medium and small Poor	20
Plastic White Snowflakes Poor	40
Stars - Red, White and Blue Fair	37
Gift Bags, Giant Decorated Fair	5
Twinkle Lights Poor	105 Strands
Boughs (Eyebrows) Fair	6
Garland 6' Fair	6
Garland 25' Fair	6
Garland 15' Fair	1
Garland - Column Cuffs Fair	2
Mixed Garland 350' Poor	8 Boxes
Garland Teardrops Fair	9
Decorative Piano Fair	2
Decorative Balls of Sheet Music Fair	24
Decorative Harps Fair	2
Decorative Saxophones Fair	2
Decorative Trombones Fair	6
Decorative Violins Fair	3
Decorative French Horns Fair	4
Ornamental Balls Various Colors Fair	901
Giant 6 Bulb Light Strand Fair	7 Sets
Finials 14" - Pink, red, silver, turquoise & Orange Poor	54
Peppermint Drops Fair	48
Silver Stars Fair	15
Decorative Candy Fair	44
Decorative Gingerbread Cookies Poor	11
Leaf Clusters Fair	1 Box
Decorative Lollipops Fair	12
Nesting Boxes - Gold, Green, Red, Silver & Teal Fair	31
Felt Tree Skirt Fair	9

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Revised 2/28/14

Flat Silver Faux Presents	Fair	10
BOOTS, PVC ,STEEL TOE, SIZE 6	Good	12
BOOTS, PVC ,STEEL TOE, SIZE 7	Good	11
FILTER, LIGHT, RED 180 DEG	Good	10
FILTER, LIGHT, YELLOW 180 DEREES	Good	10
THRESHHOLD WINDOW ASSY	Good	10
BRUSH, 92 & 95 SWEEPERS	Good	9
FILTER THRESHOLD, GREEN	Good	8
VR, ELEMENT, FLTR. AIR (DN)	Good	8
GLOVES, SAFETY, SIZE 8 CL 00 LOW VOLTAGE	Good	5
GLOVES, SAFETY, SIZE 8 CL 00 LOW VOLTAGE	Good	5
SUSPENDER, SIZE MED. WAIST 34-38, BACK SUPPORT	Good	5
SUSPENDER, SIZE EX-LRG. WAIST 38-42, BACK SUPPORT	Good	5
BOOTS, PVC, STEEL TOE, SIZE 8	Good	3
SUSPENDER, SIZE MED. WAIST 30-34, BACK SUPPORT	Good	3
BROOOM, HANDLE	Good	3
TOUCHDOWN COVER	Good	2
BROOM STREET	Good	2
BRUSH, SCB, 50L,24SR, SAB	Good	2
GLOVES, SAFETY, SIZE 8 CL 00 LOW VOLTAGE	Good	1
SUSPENDER, SIZE 2X-LRG. WAIST 42-46, BACK SUPPORT	Good	1
BLADE KIT, SQGE. REAR 550	Good	1
BLADE KIT, SQGE. SIDE	Good	1
BRUSH, MAIN TENNANT # 51847	Good	1
BRUSH, MAIN, TO FIT TENNANT	Good	1
1998 Tennant Sweeper model 830	old, excessive cost to repair	1
2002 Tennant Sweeper model 1550	old, excessive cost to repair	1
BRUSH, SIDE, TO FIT TENNANT	Good	1
Nortel CS1000 Model NTDU14	Obsolete	2
14'x14'x10'H Walk in refrigeration units with Shelving	Good	3

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Exhibit C - Items to be Recycled

SURPLUS EQUIPMENT DESCRIPTION	CONDITION OF ITEM	Qty.
Electric shredders	Not working	3
Microwave	Not working	2
Toaster	Not working	1
Canon camera	Not working	1
Whirlpool refrigerator	Not working	1

Exhibit D - Salt Plant Equipment

SURPLUS EQUIPMENT DESCRIPTION	Serial #	CONDITION OF ITEM	Qty.
Pike 1 axle flat bed	4693	Fair	1
Pike converter gear	1695	Poor	1
Trailer forklift (1 axle tilt bed)	1928	Average	1
Spec. con. center drop flat bed trailer	DMV89074CA	Average	1
Trailmobile 2 axle flat bed trailer	M21578	Fair	1
Ennis radial stacker	N/A	Scrap	1
Field hopper (Drier complex)	N/A	Scrap	1
Field hopper (Wetline)	N/A	Scrap	1
Badger bittern meter	N/A	Average	1
John Deere disk	N/A	Fair	1
Dredger & Bucket	LIC #6756BA	Scrap	1
Portable conveyor #3	N/A	Fair	1
Portable conveyor #4	N/A	Fair	1
Roll crusher (Drier line)	N/A	Poor	1
Washer complex motor clinatex	N/A	Fair	1
Washer complex (Kolberg)	621-5044-32-955	Fair	1
Kolberg O.T.C. vibrating sizing screen	N/A	Scrap	1
Bag scale (Doran scale 7000M)	720073	Scrap	1
Stretch wrapper	197-1851	Fair	1
Mechanical packer (Chantland)	N/A	Fair	1
Carrier vibrating drier	24414	Fair	1
Trailmobile 1 axle bottom dump	K23010	Scrap	1
Trailmobile 2 axle bottom dump	K23004	Scrap	1
John Deere loader	DW644EB26522	Scrap	1

Exhibit D - Salt Plant Equipment

SURPLUS EQUIPMENT DESCRIPTION	Serial #	CONDITION OF ITEM	Qty.
Pike 1 axle flat bed	4693	Fair	1
Pike converter gear	1695	Poor	1
Trailer forklift (1 axle tilt bed)	1928	Average	1
Spec. con. center drop flat bed trailer	DMV89074CA	Average	1
Trailmobile 2 axle flat bed trailer	M21578	Fair	1
Ennis radial stacker	N/A	Scrap	1
Field hopper (Drier complex)	N/A	Scrap	1
Field hopper (Wetline)	N/A	Scrap	1
Badger bittern meter	N/A	Average	1
John Deere disk	N/A	Fair	1
Dredger & Bucket	LIC #6756BA	Scrap	1
Portable conveyor #3	N/A	Fair	1
Portable conveyor #4	N/A	Fair	1
Roll crusher (Drier line)	N/A	Poor	1
Washer complex motor clinatex	N/A	Fair	1
Washer complex (Kolberg)	621-5044-32-955	Fair	1
Kolberg O.T.C. vibrating sizing screen	N/A	Scrap	1
Bag scale (Doran scale 7000M)	720073	Scrap	1
Stretch wrapper	197-1851	Fair	1
Mechanical packer (Chantland)	N/A	Fair	1
Carrier vibrating drier	24414	Fair	1
Trailmobile 1 axle bottom dump	K23010	Scrap	1
Trailmobile 2 axle bottom dump	K23004	Scrap	1
John Deere loader	DW644EB26522	Scrap	1



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
7

Meeting Date: **MARCH 6, 2014**

Subject:

Reject the Claim of Jennifer Cain

Recommendation:

Adopt Resolution No. 2014-0015, rejecting the claim of Jennifer Cain.

Background/Justification:

On January 23, 2014, Jennifer Cain ("Cain") filed a claim (Attachment A) with The San Diego County Regional Airport Authority ("Authority") alleging that on December 16, 2013, she "got her shoe caught" as she rode the escalator in Terminal One at San Diego International Airport. Cain claims damages in an unknown amount in excess of \$25,000.

Cain alleges in her claim that she "got her shoe caught in the escalator, sucking her shoe and foot into the mechanisms". She claims this caused a severe injury to her foot, including a gash, crushed large toe, and tendon/nerve damage which affects her ability to walk. She alleges the Authority was negligent in its maintenance of the escalator.

Cain's claim should be denied. An investigation into the incident revealed no dangerous condition, nor did the Authority have notice of a dangerous condition. A police report taken at the time of the incident revealed a witness stating that nothing appeared wrong with the escalator and that the claimant walked with the assistance of a cane before the incident.

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

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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

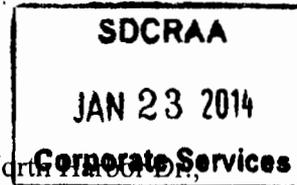
Document No. CL-219

Filed 1/23/2014

RECEIVED

JAN 23 2014

CLAIM FORM
(Notice Pursuant to California Tort Claims Act
Government Code Sections 910 et seq.)



Claim Against: San Diego County Regional Airport Authority, 3225 North Harbor Drive, San Diego, CA 92101

Claimant's Name: Jennifer Cain

Claimant's Address: C/O: Law Offices of Donald A. Green, Donald A. Green, Esq.; 5963 La Place Court, Suite 304; Carlsbad, CA 92008; Tel: (760) 431-5290; FAX: (760) 268-9889

Claimant's Telephone Number: Tel: (760) 431-5290, extension 102

Address where notices about claim are to be sent, if different from above: Law Offices of Donald A. Green, Donald A. Green, Esq.; 5963 La Place Court, Suite 304; Carlsbad, CA 92008

Date of incident/accident: December 16, 2013, approximately 10:45 p.m.

Date injuries, damages, or losses were discovered: December 16, 2013, and continuing.

Location of incident or accident: San Diego Airport Escalator.

What did entity or employee do to cause this injury, damage, or loss: Claimant got her shoe caught in the escalator, sucking her shoe and foot into the mechanisms. She sustained a severe injury to her foot, including a gash, crushed large toe, and tendon/nerve damage which affects her ability to walk. The large toe was bleeding profusely. Claimant alleges the entity was negligent in its maintenance of the escalator, that said injuries would not have occurred but for the negligence of the entity (res ipsa loquitur). Claimant further contends liability of the entity under theories of premises liability, the escalator was in a dangerously defective condition, and under a theory of strict liability.

What specific injuries, damages, or losses did claimant receive? Claimant was taken by ambulance to Sharp Grossmont Hospital in La Mesa, CA. There they gave her a shot of dilaudin, a tetanus shot, and antibiotics, but were unable to stitch the injury because of its location. She has since seen another physician, Dr. Nadine Sidrick, who has prescribed physical therapy and nerve blocks. Recovery is expected to be long and hard.

What amount of money damages is claimant seeking, or if amount is in excess of \$10,000, which is the appropriate Court of Jurisdiction? The proper jurisdiction is the Superior Court of the State of California, unlimited civil case, for an amount

Attachment A

exceeding \$25,000. California Government Code section 910(f); California Code of Civil Procedure sections 85, 86.

How was the amount calculated (please itemize): Subject to proof at time of trial.

Date signed: January 16, 2014 LAW OFFICES OF DONALD A. GREEN, PC

By: 

Donald A. Green,
Attorney for Claimant,
JENNIFER CAIN

000045

RESOLUTION NO. 2014-0015

A RESOLUTION OF THE BOARD OF THE
SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY REJECTING THE CLAIM OF
JENNIFER CAIN

WHEREAS, on January 23, 2014, Jennifer Cain 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 December 16, 2013; and

WHEREAS, at its regular meeting on March 6, 2014, the Board considered the claim filed by Jennifer Cain and the report submitted to the Board, and found that the claim should be rejected.

NOW, THEREFORE, BE IT RESOLVED that the Board rejects the claim of Jennifer Cain; and

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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
8

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

The Charter of the Office of the Chief Auditor (OCA), as approved by the Board, established the roles, responsibilities, and working relationship of the Chief Auditor with the Audit Committee and Authority management. The Charter directs the Office of the Chief Auditor to provide periodic communications and presentations to the Audit Committee with respect to management's systems of control, audit findings, management's responses, and including any steps adopted to resolve a noted issue.

The attached Fiscal Year 2014 Second Quarter Report (Attachment A), hereby filed by the Chief Auditor, summarizes the activities and accomplishments of his office from October 1, 2013, through December 31, 2013.

During the second quarter, the Office of the Chief Auditor completed five (5) audits of the Fiscal Year 2014 Audit Plan and issued three (3) recommendations. The implementation status of audit recommendations issued by the Office of the Chief Auditor is detailed in Appendix C of the activity report.

The OCA Second Quarter Report was presented to the Audit Committee during its February 10, 2014, meeting.

Fiscal Impact:

None

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:

Not applicable.

Prepared by:

MARK A. BURCHYETT
CHIEF AUDITOR



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
OFFICE OF THE CHIEF AUDITOR

FY14 SECOND QUARTER REPORT

000049

January 30, 2014



SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

January 30, 2014

FY14 Second Quarter Report

Tom Smisek, Chair
Audit Committee
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, California 92138-2776

Dear Mr. Smisek:

As requested by the Audit Committee, we present our Fiscal Year 2014 Second Quarter Report. The report details the audit and the administrative activities of the Office of the Chief Auditor (OCA) during the second quarter of FY14, and includes the resolutions of past audit findings and information regarding the future plans of the OCA.

The Second Quarter Report will be presented at the next Audit Committee meeting, scheduled for February 10, 2014.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark A. Burchyett".

Mark A. Burchyett
Chief Auditor

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Audit Results

During the second quarter, the OCA continued to work on audits contained within the FY14 audit plan as authorized by the Audit Committee. In total, during the second quarter, the OCA completed five (5) audits. For the month of December, we issued one (1) audit report, for which an audit snapshot is located in Appendix A. The audit report included one recommendation, bringing the total recommendations issued during the second quarter to three (3). The completed audits are listed in Figure 1 below and the status of recommendations is presented on Page 3.

Figure 1: Audits Completed During the Second Quarter of Fiscal Year 2014

Audit	Report No.	Date	Type of Audit
Bradford Airport Logistics	14007	10/18/2013	Expense Contract
Sky Chefs, Inc. dba LSG Sky Chefs	14022	10/29/2013	Revenue Contract
Landmark Aviation GSO-SAN, LLC	14021	11/15/2013	Revenue Contract
Abadjis Systems, Ltd.	14010	11/22/2013	Expense Contract
DAL Global Services, LLC	14019	12/4/2013	Revenue Contract

In addition to the completed audits, the Office of the Chief Auditor had 13 audits in progress as of December 31, 2013, as shown in Figure 2 below:

Figure 2: Audits In-Progress as of December 31, 2013

Audit	Type of Audit
Aircraft Rescue & Fire Fighting (ARFF)	Expense Contract
Airport Lost and Found	Internal Process
Bi-Annual Airline Landing Fees	Revenue Contract
DTG Operations, Inc.	Revenue Contract
Human Resources Services Performance	Internal Process
Merriwether Williams Insurance Services	Expense Contract
Nevada Lease and Rental, Inc. dba Payless Car Rental System	Revenue Contract
Porter Novelli, Inc.	Expense Contract
San Diego Unified Port District Billing	Expense Contract
Simply Wheelz, LLC dba Advantage Rent-A-Car	Revenue Contract
Social Media Control and Performance	Internal Process
Timekeeping Payroll	Internal Process
The Hertz Corporation	Revenue Contract

Of the 13 in-progress audits above, three (3) draft audit reports had been issued to the affected Departments for review and comment.

Recommendation Follow-Up

To ensure that audit issues are addressed in a timely manner, the OCA tracks the status of its recommendations on an on-going basis. For the last month in the quarter, the OCA tracked the implementation status of 15 recommendations that were issued during FY14, or were outstanding as of June 30, 2013. As shown by Figure 3 below, seven (7) of the recommendations have been completed or implemented and one (1) recommendation wasn't accepted by Management, while seven (7) remain outstanding.

See Appendix C for a complete listing of all outstanding recommendations and their status.

Figure 3: Status of Recommendations as of December 31, 2013

	Completed	In Progress	Open	Not Accepted
15	7	7	0	1

In tracking recommendations the OCA uses the following designations:

- **Completed:** This designation is used for recommendations that the OCA has determined to be adequately implemented or for recommendations where alternate action was taken that adequately addresses the risk identified.
- **In Progress:** These recommendations have been partially addressed or partial corrective action has been taken. If adequate progress is not being made, it will be noted as such.
- **Open:** This category of recommendations have not yet been addressed. Usually, this designation is used when there has not been adequate time between report issuance and recommendation follow-up.
- **Not Accepted:** This designation is used for recommendations that an auditee does not accept and, therefore, will not implement. This category can represent a failing on the part of the OCA, as all recommendations should be workable and acceptable to the affected departments.

It appears that adequate progress is being made with the majority of recommendations, and the OCA will continue its monthly updates of their status. Specifically, the non-completion of the "In Progress" recommendations should not have a material adverse effect on the Authority.

Non-Audit Activities

Along with the audit activities detailed above, the OCA continues its involvement in several non-audit projects and activities. Specifically, during the second quarter of FY14 the OCA was involved in the following:

Audit Committee:

The Audit Committee met on November 18, 2013. At that meeting the external auditor's audit reports were presented on the Authority's financials for the Fiscal Year ended 2013. Additionally, the Committee received an update on the Construction Audit activity and the OCA's annual activity report, and presented the Audit Committee's annual report. The next meeting is scheduled for February 10, 2014.

Construction Audit Activity:

For the second quarter of Fiscal Year 2014, the OCA continued its Construction Audit activity separate from its Annual Audit Plan. The R. W. Block Consulting, Inc. contract was extended until May 2014 to provide additional advice and guidance as needed. Roy Block presented an overview of all the consulting work completed under the contract to the Capital Improvement Program Oversight Committee (CIPO) on January 21, 2014.

During the quarter, the OCA Construction Auditor continued reviewing the Turner-PCL-Flatiron contract with the concentration of audit work on the compliance with the requirements of the related FAA grants and the Other Transaction Agreement with the Department of Homeland Security. Through attendance at the Capital Improvement Committee meetings and the Northside Development Stakeholder meetings, the OCA Construction Auditor provides assistance in ensuring compliance with Federal requirements through continuing auditing of ongoing and planned projects.

The OCA Construction Auditor remains involved with issues identified by the Airport Design and Construction team and Authority Management, giving assistance and attending meetings specific to the aspects of the Authority's construction activity. A formal update is presented to the Audit Committee and the Capital Improvement Program Oversight Committee during regularly scheduled meetings.

Ethics Compliance Program:

The OCA continues to man the Authority hotline system including e-mail and voicemail. See Appendix B, Ethics Hotline Call Summary, for a listing of calls received during the quarter.

Staffing:

In December, the new Auditor focusing on airport concessions began working for the OCA. He has already developed an initial audit program for the auditing of airport concessionaires and will begin audit projects in January.

Performance Measures

The OCA establishes performance measures each year to provide a benchmark to gauge its success. The five (5) performance measures for FY14, along with their current status, are detailed below in Figure 4.

Figure 4: Status of Performance Measures as of December 31, 2013

Performance Measure	Goal	Progress as of December 31, 2013
Percentage of the audit plan completed annually	100%	39%
Additional revenue/cost savings identified through audits	n/a	\$489,096
Percentage of staff time spent on audit activities	80% ¹	86%
Percentage of audits completed within budgeted time	80%	78%
Implementation of Recommendations	90%	64%

Percentage of the audit plan completed annually: This measure provides information on what has been accomplished regarding the planned audit projects for the year. To date the OCA has completed 39% of the plan and an additional 32% of the audit plan is currently in-progress. We also have established quarterly goals for the completion of our audit plan. For the second quarter, we had a completion goal of 55% of the audit plan. We fell short of this goal as the result of initiating two (2) time consuming audits ahead of schedule and prior to completing some in-progress audits. Regardless, we should be able to meet our third quarter goal of completing 76% of the plan by March 31, 2014.

Additional revenue/cost savings identified: While the value of an audit cannot be adequately assessed by this performance measure, it does provide quantifiable values for completed audits. During the first two quarters we identified a net total of \$489,096 as shown in the figure below and the Soft Savings estimate as of December 31, 2013, in Figure 6.

Figure 5: Additional Revenue and Cost Savings Identified through Audit Activity

	Title	Amount Identified
13026	Aircraft Rescue & Fire Fighting Expense Billings – FY 2011 and FY 2012	\$430,408
13033	San Diego Unified Port District Billings - FY 2012	\$56,109
14021	Landmark Aviation GSO-SAN, LLC	\$2,579
Total		\$489,096

¹ This percentage is the percentage of time staff spends on audit projects, construction audit activities, training, and the ethics program, vs. total staff time worked.

Figure 6: Soft Savings Estimate as of December 31, 2013

	Savings	Comments	Status
<p>AECOM Expense Review</p> <p>Report #: 13030 Type: Annual</p>	<p>\$231,270</p>	<p>Twenty-eight (28) staff continue to work as consultants in FDD under the three new on-call program management and support service providers. Of these, twelve (12) consultants have been working at the Authority for more than five years, two of which have been employed since the Authority split from the San Diego Unified Port District on January 1, 2003. Assuming the 3 positions that have been contracted out since 2003 could be transitioned to Authority employees, at a savings of \$77,090² per year, the total annual savings would be \$231,270 (3 * \$77,090).</p>	<p>Management is evaluating this observation, but there are no plans or actions being taken to date.</p>
<p>San Diego Unified Port District Billings – FY12</p> <p>Report #: 13033 Type: Annual</p>	<p>\$37,000</p>	<p>We recommended that the Authority contract with a local mechanic to perform the service and maintenance needed on the Harbor Police Department (HPD) Airport vehicles. The maintenance and repair services provided by the District's General Services personnel at the rate of \$137 per hour appear to be excessive, and should be discontinued in favor of an external service provider. Assuming 1,000 hours of maintenance, and assuming that services could be obtained at a rate of \$100 per hour, cost savings would be \$37,000 $([137-100] * 1,000)$.</p>	<p>The Aviation Security & Public Safety Department will research the cost/ benefit of contracting with a local mechanic to perform the maintenance needed on HPD Airport vehicles to determine potential cost savings, as well as repair/ maintenance quality and timeliness.</p>

² In previous audits we noted that the cost savings of Authority employees versus various Consultants was between \$4,938 and \$149,242 per position, resulting in an average savings per position of \$77,090.

Item	Savings	Comments	Status
<p>ASIG – Aircraft Service International Group, Inc. (Special Request)</p> <p>Report #: 13036 Type: On-Time</p>	<p>\$2,620</p>	<p>Aircraft Service International Group, Inc. (ASIG) inquired with the AvCom Department regarding possible errors in the calculations of license and fuel flowage fees during 2010, 2011, and 2012. AvCom requested the OCA conduct an audit to verify accuracy of fees paid during the 3-year period. After preliminary audit work and records requests from the OCA to ASIG, ASIG did not pursue the claim of overpayments made and did not provide the financial reports and supporting documentation. Therefore, OCA did not conduct any further work on the special request audit.</p>	<p>OCA considers the special request audit completed, and ASIG has dropped its claim.</p>
<p>Abadjis Systems Ltd.</p> <p>Report #: 14010 Type: Expense Contract</p>	<p>\$564,676³ annually</p>	<p>We noted that many of the employees working for Abadjis had been working at the Authority for several years. We noted that nothing in Authority Policy limits the length of time contractors may work at the Authority, and that contractors may work at the Authority indefinitely, if contracts are renewed or extended, at rates higher than Authority staff. We recommend that Management consider amending Authority Policy to limit the amount of continuous time an individual contractor may work at the Authority. The limit could be by time, contract, and/or project. The limit could provide an opportunity to evaluate whether the contractor's services are required on a temporary or permanent basis.</p>	<p>The current Program Management put in place in May of 2011 uses 3 firms to provide staff support for the Authority's Capital Improvement Program (CIP). This approach enables the Authority to mobilize or demobilize staff to meet the demands of the CIP program. FDD identified 7 positions that are intended as long-term type Authority positions slated to replace consultant positions. These positions are: 1 Senior Program Manager, 3 Project Managers, 1 Cost Analyst, and 2 Labor Compliance Specialists (Technician I and II). FDD will continuously evaluate the staffing needs in support of the implementation of the CIP by evaluating the projects' manpower, and by evaluating the department staffing needs six months prior to the expiration date of contracts, to determine whether the positions should be retained by the Authority or be augmented by the consultants.</p>
<p>Total Soft Savings:</p>	<p>\$835,566</p>		

³ Calculation: Average cost saving from 5 positions (417.66/hour) * 2080 hours * 65% utilization.

Percentage of staff time spent on audit activities: This measure helps ensure that the OCA spends an adequate amount of time on audit activities rather than administrative activities. To date, the OCA is over its current goal of 80%.

Percentage of audits completed within budgeted time: This category monitors how efficient audit staff is in performing their audits. Specifically, audit staff is held accountable to the internally prepared audit budgets for each project. However, it recognizes that budgets may need adjustment(s) as additional facts become known during an audit. For the fiscal year to date, the OCA has completed 78% of its projects within the budgeted amount of time.

Implementation of Recommendations: This goal measures the value that the OCA is providing to the Authority by measuring how audit recommendations have impacted the Authority. For the fiscal year, 16 of 25 recommendations were implemented. Additionally, two (2) recommendations have been deemed "Not Accepted by Management" during the fiscal year. While the percentage of implemented recommendations appears under our goal, we are on track to achieve the goal, because we aim to have 90% of our recommendations implemented within the year.

Going Forward

For completion during the third quarter of FY14, the OCA has targeted all of the audits currently in progress, as well as two (2) additional audits. The completion of these audits will result in the accomplishment of 76% of the FY14 audit plan. Figure 7 identifies the audits scheduled for completion in the third quarter.

Figure 7: Audits Scheduled for Completion in the Third Quarter of Fiscal Year 2014

Audit	Type of Audit
Aircraft Rescue & Fire Fighting (ARFF)	Expense Contract
Airport Lost and Found	Internal Process
Bi-Annual Airline Landing Fees	Revenue Contract
DTG Operations, Inc.	Revenue Contract
Emergency Medical Technician-Paramedic Services	Expense Contract
Host International, Inc. (FSP 1)	Revenue Contract
Human Resources Services Performance	Internal Process
Merriwether Williams Insurance Services	Expense Contract
Nevada Lease and Rental, Inc. dba Payless Car Rental System	Revenue Contract
Porter Novelli, Inc.	Expense Contract
San Diego Unified Port District Billing	Expense Contract
Simply Wheelz, LLC dba Advantage Rent-A-Car	Revenue Contract
Social Media Control and Performance	Internal Process
Timekeeping Payroll	Internal Process
The Hertz Corporation	Revenue Contract

DAL Global Services, LLC
Report Number 14019, December 2013

Background

The San Diego County Regional Airport Authority (Authority) entered into a Non-Exclusive License Agreement to Conduct Commercial Aviation Ground Handling & Airline Support Services (License) at San Diego International Airport (SDIA) with DAL Global Services, LLC (DGS) that has a five (5) year term from January 1, 2013, through December 31, 2017. The License allows DGS to provide various services and products to tenants at SDIA. In exchange for offering services at SDIA, the License requires DGS to pay a license fee to the Authority that is the greater of a monthly minimum of \$250 or eight (8) percent of gross income from all of DGS's operations within or from SDIA. During the audit period from July 1, 2007, through September 30, 2013, DGS paid \$1,171,248 in license and late fees. The Aviation and Commercial Business Department (AvCom) manages all Licenses for the Authority.

The objective of the audit was to ensure that DGS was properly reporting, calculating, and remitting the correct license fees to the Authority as required by the License and to ensure that DGS was operating in full compliance with the terms of the License.

Finding #1: Security Deposit Amount is Not Sufficient

DGS's current security deposit amount is \$40,000 in the form of an irrevocable standby letter of credit (LOC). Section 7 of the Ground Handling License states:

"A security deposit in the sum of \$1,000 or an amount equal to three (3) months license fees, whichever is greater, shall be provided to the Authority by Licensee concurrently with Licensee's execution of this License."

DGS's monthly sales have been steadily increasing during calendar years 2012 and 2013. As a result, DGS's twelve (12) month average license fees paid to the Authority from October 2012, through September 2013 is \$65,700. Therefore, the current security deposit amount of \$40,000 is \$25,700 short of the current LOC amount.

Recommendation #1: The Aviation and Commercial Business Department (AvCom) should request that DGS increase the Letter of Credit amount by at least \$25,700 to a total of \$65,700 to comply with Section 7 of the Ground Handling License.

Recommendation Status: *Completed*

**Ethics Hotline Call Summary
October - December, 2013**

	Number of Reports Received	Number of Reports Accepted/Adjudicated	Number of Reports Investigated (Ethics or Workplace)	Investigation of Concern	Response (total of those to both anonymous reports)
Code of Ethics Concerns					
Potential Misuse of Public Funds					
<i>New Construction</i>	17	6	0	n/a	11
<i>Advertising</i>	9	4	0	n/a	5
<i>Terminal 2 Gala</i>	3	3	0	n/a	0
Potential Misuse of Resources					
<i>Timekeeping</i>	1	1	1	Yes (1)	0
Employee Holiday Party - Funds	12	12	0	n/a	0
Non Ethics Related Concerns					
Aircraft Noise	9	7	0	n/a	2
ATO Practices and Behavior	8	5	0	n/a	3
TSA Practices and Behavior	4	2	0	n/a	2
Workplace Concerns					
United Way	29	21	0	n/a	8
Workplace Practices/Behavior	7	6	0	n/a	1
Workplace Equitability	6	5	0	n/a	1
Volunteer Opportunity Emails	6	6	0	n/a	0

(1) Issue still under investigation.

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GROUND TRANSPORTATION DEPARTMENT	Audit Report #11032 dated February 4, 2011, Taxicab Cost Recovery Program	20	Impact: 10 Probability: 10	To ensure the accurate recording of all ground transportation activities at SDIA, the Ground Transportation Department should upgrade or replace the Automated Vehicle Identification (AVI) system. Once the AVI system is updated or replaced, the trip fee payment process should be automated. The AVI system data would be uploaded daily to a website accessible to the taxicab operators to allow them to track and download the trip data per taxicab. Monthly, the Ground Transportation Department would lump sum bill the activity to the taxicab companies. This would eliminate an unnecessary risk of misappropriation of Authority assets and the reliance on LPI employees to properly record and account for the collections.	The AVI system has been designed. It should be installed in either Q4 2014 or in Q1 2015 and operational in the following quarter.	In Progress	1Q 2015
AIRSIDE OPERATIONS DEPARTMENT	Audit Report #13026 dated July 1, 2013, Aircraft Rescue & Fire Fighting Expense Billings - FY2011 and FY2012	18	Impact: 9 Probability: 9	We recommend that Airside Ops require the City of San Diego to provide the supporting documentation annually with the Cost Allocation Plan (CAP). Airside Ops can then analyze the costs to ensure those included in the CAP meet the standards of the FAA Policy in a more timely manner.	Airside Operations will request that the City provide the CAP along with the annual cost allocation plan.	Completed	N/A
AIRSIDE OPERATIONS DEPARTMENT	Audit Report #13026 dated July 1, 2013, Aircraft Rescue & Fire Fighting Expense Billings - FY2011 and FY2012	18	Impact: 10 Probability: 8	We recommend that Airside Ops notify the City of San Diego concerning the Fiscal Years 2011 and 2012 over-billings for overhead costs and determine the most appropriate method to receive the \$430,408 owed to the Authority.	The credit has been invoiced to the City and will be applied upon completion of the FY 13 ARFF audit currently being conducted by the OCA.	In Progress	Feb-14

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NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10 and a maximum possible combined score of 20.

Recommendation Name	Audit Report Description	Risk Score	Impact / Probability	Recommendation	Status as of December 31, 2013	OCA's Assessment	Estimated Completion Date
AVIATION SECURITY & PUBLIC SAFETY	Audit Report #13033 dated August 26, 2013, San Diego Unified Port District Billings - Fiscal Year 2012	16	Impact: 8 Probability: 8	We recommend that the Aviation Security & Public Safety Department notify District staff concerning the Fiscal Year 2012 under-billing for Harbor Police Department services and determine the most appropriate method for the Authority to remit the additional \$747,237 owed to the District.	The Authority paid the Port District for the underbilling in December 2013.	Completed	N/A
GROUND TRANSPORTATION DEPARTMENT	Audit Report #12001 dated April 25, 2012, Public Parking	15	Impact: 8 Probability: 7	Policies and procedures should be developed and instituted by Ground Transportation, the Planning and Operations division, and the Finance Division regarding all areas of public parking management.	The policies and procedures are in development. Currently, they are in a draft form.	In Progress	June 2014

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NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10, and a maximum possible combined score of 20.

Department Name	Audit Report Description	Risk Score	Impact Probability	Recommendation	Progress as of December 31, 2013	OCA's Assessment	Estimated Completion Date
AIRSIDE OPERATIONS DEPARTMENT	Audit Report #13026 dated July 1, 2013, Aircraft Rescue & Fire Fighting Expense Billings - FY2011 and FY2012	14	Impact: 7 Probability: 7	We recommend that Airside Ops require the City of San Diego to maintain an accurate TeleStaff Report for the ARFF station on a daily basis. This report should be submitted monthly with the ARFF services invoice as supporting documentation of the actual staffing for which the City is billing.	ARFF staffing is documented on a daily basis. The documentation is reviewed on a monthly basis for each ARFF invoice period. The hourly wages, overtime and labor load for each staff position is also provided by the City on an annual basis. Airside Operations uses this documentation to verify the monthly ARFF labor reimbursements. Airside Operations does not have access to, or any authority over the City TeleStaff system and, as such, cannot establish management requirements for this City system and associated records.	Completed	N/A
AVIATION & COMMERCIAL BUSINESS DEPARTMENT	Audit Report #13025 dated April 23, 2013, GAT Airline Ground Support Services, Inc.	13	Impact: 6 Probability: 7	The Aviation and Commercial Business Department should initiate a request to Accounting to invoice GAT for \$42,737 for underpayment of license fees due to underreporting of revenue from July 2007 through April 2008.	GAT remitted payment for the full amount of the audit finding.	Completed	N/A

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NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10 and a maximum possible combined score of 20.

Department	Audit Report	Risk Score	Impact and Probability	Recommendation	Balance as of December 31, 2013	OCA's Assessment	Estimated Completion Date
FACILITIES DEVELOPMENT DEPARTMENT	Audit Report #14010 dated November 22, 2013, Abadjis Systems, Ltd.	13	Impact: 7 Probability: 6	We recommend that Management consider amending Authority Policy to limit the amount of continuous time an individual contractor may work at the Authority. The limit could be by time, contract, and/or project. The limit could provide an opportunity to evaluate whether the contractor's services are required on a temporary or permanent basis.	-	-	-
AVIATION & COMMERCIAL BUSINESS DEPARTMENT	Audit Report #13025 dated April 23, 2013, GAT Airline Ground Support Services, Inc.	12	Impact: 5 Probability: 7	The Aviation and Commercial Business Department should initiate a request to Accounting to invoice GAT for \$9,164 for underpayment of license fees due to revenue adjustments identified by GAT for the length of the audit period.	GAT remitted payment for the full amount of the audit finding.	Completed	N/A
AIRSIDE OPERATIONS DEPARTMENT	Audit Report #13026 dated July 1, 2013, Aircraft Rescue & Fire Fighting Expense Billings - FY2011 and FY2012	11	Impact: 6 Probability: 5	We recommend that the Operations Division consider adding a Senior Contract Administrator/Analyst position specifically dedicated to management of the local government contracts.	The Operations Division stated that current staff could handle the management of local government contracts.	Not accepted by auditee	N/A
AVIATION AND COMMERCIAL BUSINESS DEPARTMENT	Audit Report #14019 dated December 4, 2013, DAL Global Services, LLC	11	Impact: 6 Probability: 5	AvCom should request that DAL Global Services increase the Letter of Credit amount by at least \$25,700 to a total of \$65,700 to comply with Section 7 of the License.	The DAL Letter of Credit was increased to \$65,700 on 12/30/13.	Completed	N/A
AVIATION AND COMMERCIAL BUSINESS DEPARTMENT	Audit Report #14021 dated November 15, 2013, Landmark Aviation GSO-SAN, LLC	10	Impact: 5 Probability: 5	The Aviation and Commercial Business Department (AvCom) should request that Accounting send an invoice to landmark in the Amount of \$2,579 for underpayment of landing fees due for the period from May 2012 through June 2013.	Landmark was invoiced for the underpayment but has yet to remitt payment.	In Progress	Unknown

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NOTE: Risk Score is based upon the combined scores of Impact and Probability. Both Impact and Probability are ranked on a scale of 1-10, with maximum possible scores (highest risk) of 10 and a maximum possible combined score of 20.



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
9

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

The Office of the Chief Auditor's (OCA) Annual Audit Plan for Fiscal Year 2014 was approved by the Audit Committee during its May 13, 2013, meeting.

Pursuant to Section 4 and Section 5 of the Charter of the Office of the Chief Auditor, amendments for unplanned and special request audits may be performed after review and consultation with the Audit Committee.

The Fiscal Year 2014 Audit Plan requires a revision due to circumstances identifying the addition, or the deletion, of the following list of projects or vendors, per requests made by the Information Technology Department and the AvCOM Department to postpone the audit of Cloud Management and Performance and SSP America (see Attachment A):

- | | |
|----------------|--|
| Delete: | Cloud Management and Performance |
| Add: | Request for Proposal Threshold Compliance |
| Delete: | SSP America, Inc. |
| Add: | High Flying Foods |

The revised Fiscal Year 2014 Audit Plan was presented to the Audit Committee during its February 10, 2014, meeting.

Fiscal Impact:

None

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:

MARK A. BURCHYETT
CHIEF AUDITOR

San Diego County Regional Airport Authority
OFFICE OF THE CHIEF AUDITOR
Fiscal Year 2014 Audit Plan
REVISED 2/10/14

BUSINESS PROCESS AUDITS

- 1 Debt Service Management
- 2 ~~Cloud Management and Performance~~
Request for Proposal Threshold Compliance
- 3 Human Resources Services Performance
- 4 Airport Lost and Found
- 5 Timekeeping Payroll
- 6 Social Media Control and Performance

EXPENSE CONTRACT AUDITS

- 7 Bradford Airport Logistics
- 8 Leigh Fisher & Associates
- 9 SOLPAC Construction, Inc., dba Soltek Pacific Construction Company
- 10 Abadjis Systems, Ltd.
- 11 Ace Parking Management, Inc.
- 12 Kimley-Horn and Associates, Inc.
- 13 Porter Novelli, Inc.
- 14 AMEC Environmental and Infrastructure, Inc.

REVENUE CONTRACT AUDITS

- 15 Budget Rent A Car Systems
- 16 DTG Operations, Inc. dba Thrifty & Dollar
- 17 Nevada Lease and Rental, Inc. dba Payless Car Rental System
- 18 Simply Wheelz, LLC dba Advantage Rent-A-Car
- 19 DAL Global Services, LLC
- 20 Elite Line Services, Inc.
- 21 Landmark Aviation GSO-SAN, LLC
- 22 Sky Chef, Inc. dba LSG Sky Chefs
- 23 Host International, Inc.
- 24 ~~SSP America, Inc.~~
High Flying Foods
- 25 Smarte Carte, Inc.

ANNUAL ONGOING AUDITS AND SUPPORT

- 26 Aircraft Rescue & Fire Fighting (ARFF)
- 27 Board Member Expenditures
- 28 CONRAC Fund Review
- 29 Procurement Card Program
- 30 Agreements with Expenditure Limits Not to Exceed \$100,000
- 31 Bi-Annual Airline Landing Fees
- 32 Emergency Medical Technician-Paramedic Services
- 33 San Diego Unified Port District Billing

34 **Special Request Audits**

Aircraft Service International Group (ASIG)

35 **QUALITY ASSESSMENT REVIEW**

36 **ETHICS PROGRAM ACTIVITY**

37 **CONSTRUCTION AUDIT AND MONITORING ACTIVITY**

000068



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
10

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

This project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY 2014 Capital Improvement Program ("CIP").

This project provides for the construction of 97 parking spaces within the relocated Cell Phone Lot on a portion of the former Teledyne Ryan leasehold. The current Cell Phone Lot adjacent to Parking Lot 8 will be converted to pay parking. In addition, 43 additional parking spaces will be constructed contiguous with the relocated Cell Phone Lot to take advantage of single construction. These additional parking spaces will be added to Parking Lot 6, which provides parking for employees.

The scope of work for this project includes demolition, excavation, backfill and compaction, grading, paving, striping, marking, signing, lighting, and incidental related improvements. In addition, the work includes relocating equipment such as the Flight Information Display System and a vending machine from the existing cell phone lot. (Attachment A)

This contract was advertised on January 8, 2014, and sealed bids were opened on February 7, 2014. The following bids were received: (see Attachment B)

000069

Company	Total Bid
Hazard Construction Company	\$584,122
Whillock Contracting, Inc.	\$586,495.73
Granite Construction Company	\$595,920
Fordyce Construction, Inc.	\$655,794.10
Dick Miller, Inc.	\$682,682
Portillo Concrete, Inc.	\$685,960.75
Southland Paving, Inc.	\$725,829.75
Ted Enterprises, Inc.	\$731,567
PAL General Engineering, Inc	\$825,026
California Building Evaluation and Construction, Inc.	\$833,194.57
Pacific Winds Building, Inc.	\$1,005,639

The Engineer's estimate is \$724,836 (See Attachment B).

The requirements of Authority Policy 5.14 ("Policy 5.14"), small business, local business and service disabled veteran owned small business goal and preference program, were applied to this bid solicitation. Under Policy 5.14, for purposes of determining the lowest responsible bidder, qualified bid amounts are reduced by a maximum of 5% of the lowest bid for bidders that meet or exceed the goals established in the bid solicitation.

The lowest bidder, Hazard Construction Company submitted a bid in the amount of \$584,122. Hazard Construction Company met the 3% Service Disabled Veteran Owned Small Business goal and met the requirements of the Small Business goal of 38% that was established for this Contract. Under Policy 5.14, Hazard Construction Company is entitled to the full 5% contract reduction for purposes of determining the lowest bidder; and retains its status as the lowest bidder.

The low bid of \$584,122, is responsive, and Hazard Construction Company, is considered responsible. Staff recommends award to Hazard Construction Company, in the amount of \$584,122.

Fiscal Impact:

Adequate funds for the contract with Hazard Construction Company are included within the FY2014-FY2018 Capital Program Budget in the Project No. 104174, Relocate Cell Phone Lot. Sources of funding for this project includes Airport Cash.

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. An Initial Study was prepared by the Authority and a Notice of Exemption was filed with the County of San Diego Clerk in October 2011. The proposed reconfiguration of the SAN Park Harbor Drive parking facility, including the relocation of the existing cell phone lot, is a class of project that is a categorical exemption according to Pub. Res. Code § 15301 – Existing Facilities and 15302 – Replacement or Reconstruction: Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site and will have substantially the same purpose and capacity as the structure replaced.
- B. A coastal development permit (#6-12-014) including the proposed relocation of the existing cell phone lot was approved by the California Coastal Commission on June 14, 2012.

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.

Per Policy 5.14, Hazard Construction Company received the maximum 3% small business preference and 2% for service disabled veteran owned small business for a total 5% preference.

Prepared by:

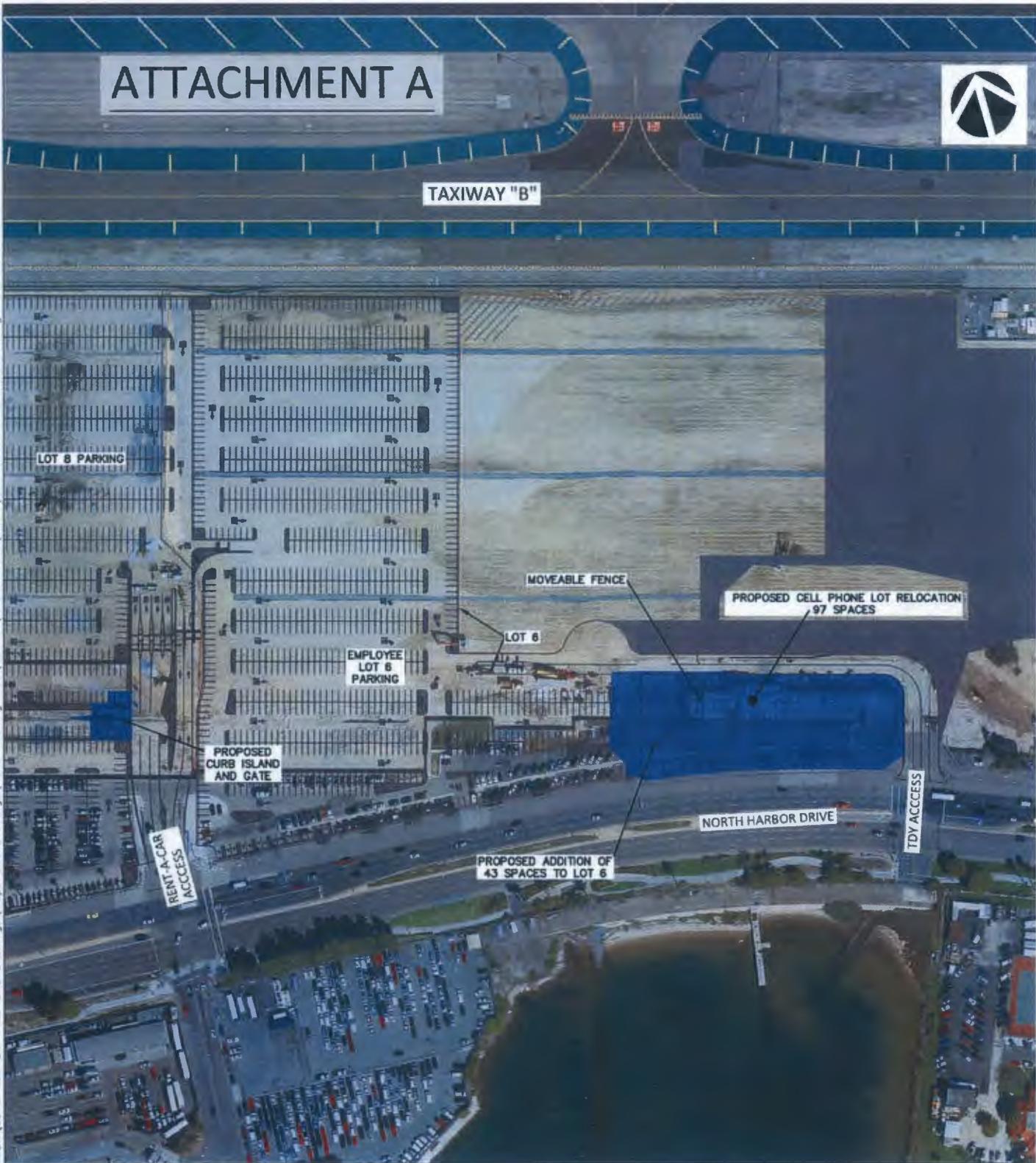
IRAJ GHAEMI
DIRECTOR, FACILITIES DEVELOPMENT

ATTACHMENT A



TAXIWAY "B"

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RELOCATE CELL PHONE LOT

000073

ATTACHMENT B
CIP 104174 RELOCATE CELL PHONE LOT
Bid Tabulation Form

BID TABULATION
CIP 104174 Relocates Cell Phone Lot

BIDS OPENED: February 7, 2014 @ 3:00 PM
ENGINEER'S ESTIMATE: \$724,836.38

CONTRACTOR				ENGINEER'S ESTIMATE		1		2		3		4		5	
ADDRESS						Hazard Construction		Whitlock Contracting		Granite Construction		Fordyce Construction, Inc.		Dick Miller, Inc.	
GUARANTEE OF GOOD FAITH:						6465 Merandruy Place San Diego, CA 92121 Travelers Casualty and Surety Company of America		346 Front Street El Cajon, CA 92020 The Hanover Insurance Company		440 s Malrose Dr. Ste 200 Vista, CA 92081 Federal Insurance Company		9932 Prospect Avenue #138 San Marcos, CA 92071 The Ohio Casualty Insurance Company		930 Boardwalk, Suite H San Marcos, CA 92078 The Ohio Casualty Insurance Company	
BID SCHEDULE A															
Item	TRM	Unit Items	Estimated Quantity	Unit Cost In Figures	Total In Figures	Unit Cost In Figures	Total In Figures	Unit Cost In Figures	Total In Figures	Unit Cost In Figures	Total In Figures	Unit Cost In Figures	Total In Figures	Unit Cost In Figures	Total In Figures
1		Daily Overhead	74	\$ 1,442.79	\$ 106,786.46	\$ 1,450.00	\$ 107,300.00	\$ 100.00	\$ 7,400.00	\$ 600.00	\$ 44,400.00	\$ 900.00	\$ 66,800.00	\$ 900.00	\$ 59,200.00
2		Allowance For Unforeseen Miscellaneous Conditions	Allowance	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
3		Allowance For Dewatering Fees	Allowance	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
4		Mobilization	LS	\$ 17,030.78	\$ 17,030.78	\$ 11,500.00	\$ 11,500.00	\$ 11,000.00	\$ 11,000.00	\$ 43,500.75	\$ 43,500.75	\$ 46,000.00	\$ 46,000.00	\$ 40,000.00	\$ 40,000.00
5		Demolition	LS	\$ 12,773.08	\$ 12,773.08	\$ 8,500.00	\$ 8,500.00	\$ 15,000.00	\$ 15,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
6		Traffic Control	LS	\$ 5,502.00	\$ 5,502.00	\$ 6,000.00	\$ 6,000.00	\$ 18,075.00	\$ 18,075.00	\$ 2,000.00	\$ 2,000.00	\$ 1,700.00	\$ 1,700.00	\$ 6,000.00	\$ 6,000.00
7		Utility Verification	LS	\$ 5,502.00	\$ 5,502.00	\$ 3,000.00	\$ 3,000.00	\$ 1,887.50	\$ 1,887.50	\$ 2,000.00	\$ 2,000.00	\$ 4,100.00	\$ 4,100.00	\$ 12,000.00	\$ 12,000.00
8		Dewatering Dewatering Permits, and Flow Control	LS	\$ 10,079.37	\$ 10,079.37	\$ 1,500.00	\$ 1,500.00	\$ 14,912.50	\$ 14,912.50	\$ 200.00	\$ 200.00	\$ 14,500.00	\$ 14,500.00	\$ 6,000.00	\$ 6,000.00
9		Allow Existing AC Pavement	LF	\$ 2.62	\$ 1,192.10	\$ 1.00	\$ 455.00	\$ 1.95	\$ 887.25	\$ 3.00	\$ 1,365.00	\$ 3.00	\$ 1,365.00	\$ 2.00	\$ 910.00
10		Sawcut Existing PCC Pavement	LF	\$ 3.06	\$ 36.72	\$ 5.00	\$ 60.00	\$ 23.19	\$ 278.28	\$ 5.00	\$ 60.00	\$ 5.00	\$ 60.00	\$ 23.00	\$ 276.00
11		Remove and Dispose Existing AC Pavement	CY	\$ 93.77	\$ 937.70	\$ 80.00	\$ 800.00	\$ 88.08	\$ 880.80	\$ 100.00	\$ 1,000.00	\$ 60.00	\$ 600.00	\$ 370.00	\$ 3,700.00
12		Remove and Dispose Existing PCC Pavement	SF	\$ 86.51	\$ 1,211.14	\$ 30.00	\$ 420.00	\$ 31.72	\$ 444.08	\$ 32.00	\$ 448.00	\$ 13.00	\$ 187.00	\$ 10.00	\$ 140.00
13		Remove and Dispose Existing PCC Curb and Gutter	LF	\$ 5.42	\$ 704.60	\$ 10.00	\$ 1,300.00	\$ 3.66	\$ 475.80	\$ 4.00	\$ 520.00	\$ 6.00	\$ 780.00	\$ 23.00	\$ 2,980.00
14		Remove and Dispose Existing Chain Link Fence and Footings	LF	\$ 3.35	\$ 542.70	\$ 10.00	\$ 1,620.00	\$ 4.93	\$ 798.66	\$ 6.00	\$ 972.00	\$ 20.00	\$ 3,240.00	\$ 46.00	\$ 7,452.00
15		Remove and Dispose Existing Bollard and Footing	EA	\$ 390.34	\$ 4,293.74	\$ 125.00	\$ 1,375.00	\$ 63.25	\$ 695.75	\$ 170.00	\$ 1,870.00	\$ 200.00	\$ 2,200.00	\$ 700.00	\$ 7,700.00
16		Remove and Dispose Existing Pre-Cast PCC Wheel Stop	EA	\$ 31.16	\$ 623.20	\$ 40.00	\$ 800.00	\$ 43.45	\$ 869.00	\$ 25.00	\$ 500.00	\$ 6.00	\$ 120.00	\$ 11.00	\$ 220.00
17		Salvage Existing Clearwater BMP and Remove and Dispose Existing Drop Inlet	EA	\$ 647.19	\$ 647.19	\$ 500.00	\$ 500.00	\$ 1,534.45	\$ 1,534.45	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
18		Remove and Dispose Existing Abandoned Electrical Riser	EA	\$ 216.74	\$ 216.74	\$ 130.00	\$ 130.00	\$ 157.50	\$ 157.50	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00	\$ 2,800.00	\$ 2,800.00
19		Remove and Dispose Existing Low Flow Storm Drain Cleanout	EA	\$ 107.15	\$ 107.15	\$ 1,000.00	\$ 1,000.00	\$ 887.91	\$ 887.91	\$ 250.00	\$ 250.00	\$ 2,000.00	\$ 2,000.00	\$ 3,500.00	\$ 3,500.00
20		Electrical Demolition	LS	\$ 326.00	\$ 326.00	\$ 1,100.00	\$ 1,100.00	\$ 1,260.00	\$ 1,260.00	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	\$ 220.00	\$ 220.00
21		Adjust to Grade Manhole	EA	\$ 911.81	\$ 1,823.62	\$ 430.00	\$ 860.00	\$ 632.50	\$ 1,265.00	\$ 550.00	\$ 1,100.00	\$ 70.00	\$ 140.00	\$ 554.00	\$ 1,108.00
22		Adjust to Grade Pullbox	EA	\$ 488.02	\$ 2,828.12	\$ 50.00	\$ 300.00	\$ 63.00	\$ 378.00	\$ 100.00	\$ 600.00	\$ 70.00	\$ 420.00	\$ 85.00	\$ 510.00
23		Adjust to Grade Vault	EA	\$ 3,483.18	\$ 3,483.18	\$ 430.00	\$ 430.00	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00	\$ 400.00	\$ 400.00	\$ 1,300.00	\$ 1,300.00
24		Relocate Information Kiosk and Enclosure	LS	\$ 1,350.88	\$ 1,350.88	\$ 2,000.00	\$ 2,000.00	\$ 1,049.95	\$ 1,049.95	\$ 1,700.00	\$ 1,700.00	\$ 700.00	\$ 700.00	\$ 6,000.00	\$ 6,000.00
25		Relocate Vending Machine Enclosure	LS	\$ 1,033.25	\$ 1,033.25	\$ 2,000.00	\$ 2,000.00	\$ 351.67	\$ 351.67	\$ 1,400.00	\$ 1,400.00	\$ 700.00	\$ 700.00	\$ 6,000.00	\$ 6,000.00
26		Relocate Port-O-Lets	LS	\$ 1,021.23	\$ 1,021.23	\$ 500.00	\$ 500.00	\$ 351.67	\$ 351.67	\$ 300.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 1,000.00	\$ 1,000.00
27		Conductor, 600V, CU, THHN-2/THWN-2, connections, and terminations	LS	\$ 11,822.11	\$ 11,822.11	\$ 12,500.00	\$ 12,500.00	\$ 13,387.50	\$ 13,387.50	\$ 12,000.00	\$ 12,000.00	\$ 9,000.00	\$ 9,000.00	\$ 12,500.00	\$ 12,500.00
28		Grounding	LS	\$ 6,630.51	\$ 6,630.51	\$ 1,300.00	\$ 1,300.00	\$ 1,470.00	\$ 1,470.00	\$ 2,500.00	\$ 2,500.00	\$ 1,900.00	\$ 1,900.00	\$ 2,600.00	\$ 2,600.00
29		Handholes	EA	\$ 265.09	\$ 6,627.25	\$ 300.00	\$ 7,500.00	\$ 325.50	\$ 8,137.50	\$ 150.00	\$ 3,750.00	\$ 350.00	\$ 8,750.00	\$ 160.00	\$ 4,000.00
30		Conduit (Excavation, Bedding Material, Conduit Installation, and Backfill)	LS	\$ 27,551.11	\$ 27,551.11	\$ 25,000.00	\$ 25,000.00	\$ 29,085.00	\$ 29,085.00	\$ 25,000.00	\$ 25,000.00	\$ 36,000.00	\$ 36,000.00	\$ 26,000.00	\$ 26,000.00
31		Identification	LS	\$ 461.84	\$ 461.84	\$ 300.00	\$ 300.00	\$ 262.50	\$ 262.50	\$ 1,000.00	\$ 1,000.00	\$ 120.00	\$ 120.00	\$ 1,000.00	\$ 1,000.00
32		Receptacle	LS	\$ 405.28	\$ 405.28	\$ 300.00	\$ 300.00	\$ 341.25	\$ 341.25	\$ 1,000.00	\$ 1,000.00	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00
33		Circuit Breakers	EA	\$ 2,860.39	\$ 2,860.39	\$ 1,400.00	\$ 1,400.00	\$ 1,470.00	\$ 1,470.00	\$ 2,500.00	\$ 2,500.00	\$ 600.00	\$ 600.00	\$ 2,500.00	\$ 2,500.00
34		Exterior Lighting	LS	\$ 37,356.52	\$ 37,356.52	\$ 17,000.00	\$ 17,000.00	\$ 18,795.00	\$ 18,795.00	\$ 22,000.00	\$ 22,000.00	\$ 21,000.00	\$ 21,000.00	\$ 22,000.00	\$ 22,000.00
35		Pathway for Communications System	LS	\$ 13,061.46	\$ 13,061.46	\$ 11,000.00	\$ 11,000.00	\$ 12,600.00	\$ 12,600.00	\$ 15,000.00	\$ 15,000.00	\$ 19,000.00	\$ 19,000.00	\$ 16,000.00	\$ 16,000.00
36		Cable Reader	EA	\$ 8,965.02	\$ 17,930.04	\$ 10,000.00	\$ 20,000.00	\$ 15,246.00	\$ 30,492.00	\$ 8,000.00	\$ 16,000.00	\$ 5,000.00	\$ 10,000.00	\$ 7,500.00	\$ 15,000.00
37		Video Surveillance	LS	\$ 13,349.53	\$ 13,349.53	\$ 22,000.00	\$ 22,000.00	\$ 30,287.25	\$ 30,287.25	\$ 34,000.00	\$ 34,000.00	\$ 10,500.00	\$ 10,500.00	\$ 30,000.00	\$ 30,000.00
38		Temporary Erosion/Sediment Control	LS	\$ 23,441.03	\$ 23,441.03	\$ 16,000.00	\$ 16,000.00	\$ 12,262.00	\$ 12,262.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,100.00	\$ 11,100.00
39		Unclassified Excavation	CY	\$ 7.41	\$ 7,950.93	\$ 6.00	\$ 6,438.00	\$ 19.29	\$ 20,698.17	\$ 3.00	\$ 3,219.00	\$ 13.00	\$ 13,848.00	\$ 12.00	\$ 12,876.00
40		Place Engineering Fill	CY	\$ 25.24	\$ 3,155.00	\$ 5.00	\$ 625.00	\$ 9.49	\$ 1,186.25	\$ 10.00	\$ 1,250.00	\$ 80.00	\$ 1,000.00	\$ 21.00	\$ 2,625.00
41		Surplus Material Export	TON	\$ 1,847.11	\$ 6,076.83	\$ 2.00	\$ 3,684.00	\$ 8.96	\$ 15,549.12	\$ 0.25	\$ 46.175	\$ 1.50	\$ 2,401.10	\$ 16.00	\$ 29,563.00
42		12-inch S&I Cement Stabilization	SF	\$ 1.05	\$ 54,075.00	\$ 0.80	\$ 41,200.00	\$ 0.90	\$ 46,350.00	\$ 1.00	\$ 51,500.00	\$ 0.84	\$ 43,260.00	\$ 0.90	\$ 46,350.00
43		New Infiltration Trench	LF	\$ 69.35	\$ 4,438.40	\$ 150.00	\$ 9,600.00	\$ 32.83	\$ 2,101.12	\$ 60.00	\$ 3,840.00	\$ 200.00	\$ 12,800.00	\$ 75.00	\$ 4,800.00
44		Asphalt Treated Permeable Base	CY	\$ 44.12	\$ 1,853.04	\$ 225.00	\$ 9,450.00	\$ 210.00	\$ 8,820.00	\$ 250.00	\$ 10,500.00	\$ 310.00	\$ 13,020.00	\$ 265.00	\$ 11,130.00
45		Hot Mix Asphalt Concrete Pavement	TON	\$ 100.26	\$ 128,332.80	\$ 70.00	\$ 89,600.00	\$ 80.85	\$ 103,488.00	\$ 90.00	\$ 115,200.00	\$ 95.00	\$ 121,600.00	\$ 90.00	\$ 115,200.00
46		Hot Mix Asphalt Concrete Trench Repair	TON	\$ 281.54	\$ 1,407.70	\$ 250.00	\$ 1,250.00	\$ 262.50	\$ 1,312.50	\$ 250.00	\$ 1,250.00	\$ 300.00	\$ 1,500.00	\$ 240.00	\$ 1,200.00
47		Porous Asphalt Concrete Pavement Cap	TON	\$ 173.47	\$ 5,377.57	\$ 225.00	\$ 6,975.00	\$ 154.35	\$ 4,784.25	\$ 250.00	\$ 7,750.00	\$ 370.00	\$ 11,470.00	\$ 380.00	\$ 12,080.00
48		Coldmix Existing Asphalt Pavement (2-inch)	SF	\$ 5.16	\$ 3,044.40	\$ 5.00	\$ 2,950.00	\$ 2.31	\$ 1,362.90	\$ 1.50	\$ 885.00	\$ 2.70	\$ 1,593.00	\$ 5.00	\$ 2,950.00
49		Reedwood Header	LF	\$ 4.04	\$ 1,636.20	\$ 5.00	\$ 2,025.00	\$ 5.41	\$ 2,191.05	\$ 5.00	\$ 2,025.00	\$ 10.00	\$ 4,050.00	\$ 10.00	\$ 4,050.00
50		55-lb Emulsion	SF	\$ 0.19	\$ 10,488.00	\$ 0.20	\$ 11,040.00	\$ 0.06	\$ 3,312.00	\$ 0.15	\$ 6,280.00	\$ 0.06	\$ 3,312.00	\$ 0.04	\$ 2,208.00
51		6-inch PCC Curb and Gutter, Type 'G'	LF	\$ 25.59	\$ 1,202.73	\$ 42.00	\$ 1,974.00	\$ 31.50	\$ 1,480.50	\$ 45.00	\$ 2,115.00	\$ 38.00	\$ 1,766.00	\$ 25.00	\$ 1,175.00

000074

ATTACHMENT B
CIP 104174 RELOCATE CELL PHONE LOT
Bid Tabulation Form

BID TABULATION
CIP 104174 Relocate Cell Phone Lot

BIDS OPENED: February 7, 2014 @ 2:00 PM
ENGINEER'S ESTIMATE: \$724,834.38

CONTRACTOR:				ENGINEER'S ESTIMATE		1		2		3		4		5	
ADDRESS:						Hazard Construction		Whitlock Contracting		Granite Construction		Ferdyce Construction, Inc.		Dick Miller, Inc.	
GUARANTEE OF GOOD FAITH:						6465 Marinindustry Place San Diego, CA 92121		346 Front Street El Cajon, CA 92020		440 s. Makross Dr., Ste. 200 Vista, CA 92081		9932 Prospect Avenue #138 Santee, CA 92071		930 Boardwalk, Suite H San Marcos, CA 92078	
						Travelers Casualty and Surety Company of America		The Hanover Insurance Company		Federal Insurance Company		The Ohio Casualty Insurance Company		The Ohio Casualty Insurance Company	
BID SCHEDULE A															
52	8-inch PCC Curb Type "B-1"	LF	67	\$ 21.50	\$ 1,440.50	\$ 36.00	\$ 2,546.00	\$ 18.90	\$ 1,266.30	\$ 25.00	\$ 1,675.00	\$ 22.00	\$ 1,474.00	\$ 23.00	\$ 1,541.00
53	8-inch PCC Curb	LF	122	\$ 20.13	\$ 2,455.86	\$ 35.00	\$ 4,270.00	\$ 18.90	\$ 2,305.80	\$ 14.00	\$ 1,708.00	\$ 21.00	\$ 2,562.00	\$ 18.00	\$ 2,196.00
54	4-inch PCC Flatwork	SF	88	\$ 12.48	\$ 1,098.24	\$ 10.00	\$ 880.00	\$ 9.41	\$ 740.08	\$ 12.00	\$ 1,056.00	\$ 30.00	\$ 2,640.00	\$ 9.00	\$ 792.00
55	PCC Pad for Flight Information Kiosk and Vending Machine Enclosures	SF	250	\$ 15.34	\$ 3,835.00	\$ 10.00	\$ 2,500.00	\$ 21.00	\$ 5,250.00	\$ 20.00	\$ 5,000.00	\$ 12.00	\$ 3,000.00	\$ 9.00	\$ 2,250.00
56	PCC Trench Repair	SF	10	\$ 67.64	\$ 676.40	\$ 25.00	\$ 250.00	\$ 31.50	\$ 315.00	\$ 35.00	\$ 350.00	\$ 40.00	\$ 400.00	\$ 19.00	\$ 190.00
57	PCC Driveway	SF	215	\$ 11.37	\$ 2,444.55	\$ 10.00	\$ 2,150.00	\$ 7.46	\$ 1,603.90	\$ 25.00	\$ 5,375.00	\$ 6.00	\$ 1,290.00	\$ 6.80	\$ 1,470.00
58	Boilers	EA	14	\$ 680.77	\$ 9,530.78	\$ 300.00	\$ 4,200.00	\$ 213.15	\$ 2,984.10	\$ 500.00	\$ 7,000.00	\$ 575.00	\$ 8,050.00	\$ 370.00	\$ 5,180.00
59	Pre-Cast PCC Wheel Stop	EA	148	\$ 63.42	\$ 9,386.16	\$ 50.00	\$ 7,400.00	\$ 56.48	\$ 8,359.04	\$ 60.00	\$ 8,880.00	\$ 55.00	\$ 8,140.00	\$ 50.00	\$ 7,400.00
60	EV Chargers	LS	1	\$ 1,279.85	\$ 1,279.85	\$ 2,200.00	\$ 2,200.00	\$ 2,557.80	\$ 2,557.80	\$ 4,200.00	\$ 4,200.00	\$ 2,100.00	\$ 2,100.00	\$ 2,800.00	\$ 2,800.00
61	Electrical Lift Arm and Security Gate	LS	1	\$ 19,332.36	\$ 19,332.36	\$ 12,500.00	\$ 12,500.00	\$ 14,419.80	\$ 14,419.80	\$ 24,000.00	\$ 24,000.00	\$ 20,200.00	\$ 20,200.00	\$ 14,000.00	\$ 14,000.00
62	Pavement Markings, Striping, and Flexible Post Deflectors	LS	1	\$ 12,436.98	\$ 12,436.98	\$ 6,000.00	\$ 6,000.00	\$ 16,976.33	\$ 16,976.33	\$ 8,565.00	\$ 8,565.00	\$ 11,000.00	\$ 11,000.00	\$ 6,800.00	\$ 6,800.00
63	Traffic Signage	LS	1	\$ 824.21	\$ 824.21	\$ 1,500.00	\$ 1,500.00	\$ 1,596.63	\$ 1,596.63	\$ 2,000.00	\$ 2,000.00	\$ 1,600.00	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00
64	4-Foot Black Vinyl-Coated Chain Link Fence	LF	1,076	\$ 45.23	\$ 48,622.28	\$ 25.00	\$ 26,875.00	\$ 26.96	\$ 28,982.00	\$ 26.50	\$ 28,487.50	\$ 30.00	\$ 32,250.00	\$ 28.00	\$ 27,850.00
65	Drop Inlet with Traffic Rated Grate and Install Salvaged Clearwater BMP	EA	1	\$ 7,946.28	\$ 7,946.28	\$ 3,500.00	\$ 3,500.00	\$ 13,408.12	\$ 13,408.12	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 7,800.00	\$ 7,800.00
66	8-inch Diameter Perforated CPE Pipe	LF	64	\$ 14.47	\$ 926.08	\$ 20.00	\$ 1,280.00	\$ 15.11	\$ 967.04	\$ 28.00	\$ 1,792.00	\$ 10.00	\$ 640.00	\$ 53.00	\$ 3,382.00
67	8-inch Diameter Low Flow Storm Drain Cleanout	EA	1	\$ 775.47	\$ 775.47	\$ 500.00	\$ 500.00	\$ 440.76	\$ 440.76	\$ 750.00	\$ 750.00	\$ 3,000.00	\$ 3,000.00	\$ 1,700.00	\$ 1,700.00
TOTAL BID SCHEDULE =				\$ 724,834.38		\$ 664,122.60		\$ 686,486.73		\$ 695,820.00		\$ 666,784.10		\$ 680,702.60	
Notes				Addendum No. 1		Yes		Yes		Yes		Yes		Corrected amount Yes	

CONTRACTOR'S Submitted Bid Amount

Points	Policy 5.14 Points and Bid Adjustment Amount Table
5 or 5%	Bid Adjustment Amount Based on Low Bid or Max \$100,000
4 or 4%	\$79,746.31
3 or 3%	\$22,269.55
2 or 2%	\$11,627.66
1 or 1%	\$5,813.83

Policy 5.14 Bid Adjustment Amount	
Points	\$
Adjustment Amount (Enter Amount from Table Based on Number of Points)	\$29,206.10
	\$664,916.50

Policy 5.14 Bid Adjustment Amount	
Points	\$
Adjustment Amount (Enter Amount from Table Based on Number of Points)	\$6,841.22
	\$680,664.61

Policy 5.14 Bid Adjustment Amount	
Points	\$
Adjustment Amount (Enter Amount from Table Based on Number of Points)	\$11,682.44
	\$664,237.56

Policy 5.14 Bid Adjustment Amount	
Points	\$
Adjustment Amount (Enter Amount from Table Based on Number of Points)	

Policy 5.14 Bid Adjustment Amount	
Points	\$
Adjustment Amount (Enter Amount from Table Based on Number of Points)	

000075

BID TABULATION
CIP 104174 Relocate Cell Phone Lot
BIDS OPENED: February 7, 2014 @ 3:00 PM
ENGINEERS ESTIMATE: \$724,888.38

CONTRACTOR	ADDRESS	GUARANTEE OF GOOD FAITH	BID SCHEDULE A		Unit Items	Estimated Quantity	6		7		8		9		10		11	
			UNIT COST IN FIGURES	TOTAL IN FIGURES			UNIT COST IN FIGURES	TOTAL IN FIGURES	UNIT COST IN FIGURES	TOTAL IN FIGURES	UNIT COST IN FIGURES	TOTAL IN FIGURES	UNIT COST IN FIGURES	TOTAL IN FIGURES	UNIT COST IN FIGURES	TOTAL IN FIGURES		
PCI Pacific Concrete, Inc.	9277 Grand Street Lemoore, CA 93245	The Ohio Casualty Insurance Company	\$ 250.00	\$ 18,550.00	Allowance	14	\$ 250.00	\$ 18,550.00	\$ 250.00	\$ 14,800.00	\$ 250.00	\$ 14,800.00	\$ 250.00	\$ 55,500.00	\$ 25,000.00	\$ 97,800.00	\$ 116,254.00	
			\$ 5,000.00	\$ 5,000.00	Allowance	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
			\$ 30,000.00	\$ 30,000.00	Allowance	1	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
			\$ 2,500.00	\$ 2,500.00	Allowance	1	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
			\$ 1,000.00	\$ 1,000.00	Allowance	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
			\$ 1,500.00	\$ 1,500.00	Allowance	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
			\$ 10.00	\$ 1,300.00	Allowance	1	\$ 10.00	\$ 1,300.00	\$ 10.00	\$ 1,170.00	\$ 10.00	\$ 1,170.00	\$ 10.00	\$ 1,900.00	\$ 10.00	\$ 214.50	\$ 10.00	\$ 2,665.00
			\$ 18.00	\$ 2,816.00	Allowance	1	\$ 18.00	\$ 2,816.00	\$ 18.00	\$ 1,844.00	\$ 18.00	\$ 1,844.00	\$ 18.00	\$ 2,754.00	\$ 18.00	\$ 10,892.00	\$ 18.00	\$ 12,115.00
			\$ 175.00	\$ 1,925.00	Allowance	1	\$ 175.00	\$ 1,925.00	\$ 175.00	\$ 1,133.00	\$ 175.00	\$ 1,133.00	\$ 175.00	\$ 2,750.00	\$ 175.00	\$ 363.00	\$ 175.00	\$ 503.00
			\$ 1,400.00	\$ 1,400.00	Allowance	1	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,140.00	\$ 1,400.00	\$ 1,140.00	\$ 1,200.00	\$ 1,200.00	\$ 1,400.00	\$ 1,200.00	\$ 1,400.00	\$ 1,200.00
			\$ 165.00	\$ 165.00	Allowance	1	\$ 165.00	\$ 165.00	\$ 165.00	\$ 87.00	\$ 165.00	\$ 87.00	\$ 173.00	\$ 173.00	\$ 165.00	\$ 165.00	\$ 165.00	\$ 165.00
			\$ 2,200.00	\$ 2,200.00	Allowance	1	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 863.00	\$ 2,200.00	\$ 863.00	\$ 1,400.00	\$ 1,400.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
			\$ 1,330.00	\$ 1,330.00	Allowance	1	\$ 1,330.00	\$ 1,330.00	\$ 1,330.00	\$ 1,840.00	\$ 1,330.00	\$ 1,840.00	\$ 1,300.00	\$ 1,300.00	\$ 1,330.00	\$ 1,330.00	\$ 1,330.00	\$ 1,330.00
			\$ 500.00	\$ 1,100.00	Allowance	1	\$ 500.00	\$ 1,100.00	\$ 500.00	\$ 2,300.00	\$ 500.00	\$ 2,300.00	\$ 1,100.00	\$ 1,100.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
			\$ 60.00	\$ 306.00	Allowance	1	\$ 60.00	\$ 306.00	\$ 60.00	\$ 890.00	\$ 60.00	\$ 890.00	\$ 414.00	\$ 414.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00
			\$ 550.00	\$ 550.00	Allowance	1	\$ 550.00	\$ 550.00	\$ 550.00	\$ 920.00	\$ 550.00	\$ 920.00	\$ 1,000.00	\$ 1,000.00	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00
			\$ 10,000.00	\$ 10,000.00	Allowance	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 17,250.00	\$ 10,000.00	\$ 17,250.00	\$ 1,500.00	\$ 1,500.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
			\$ 1,500.00	\$ 1,500.00	Allowance	1	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,875.00	\$ 1,500.00	\$ 2,875.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
			\$ 17,335.00	\$ 17,335.00	Allowance	1	\$ 17,335.00	\$ 17,335.00	\$ 14,662.00	\$ 14,662.00	\$ 14,662.00	\$ 14,662.00	\$ 14,662.00	\$ 14,662.00	\$ 5,900.00	\$ 5,900.00	\$ 19,766.00	\$ 19,766.00
			\$ 1,600.00	\$ 1,600.00	Allowance	1	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,610.00	\$ 1,600.00	\$ 1,610.00	\$ 1,610.00	\$ 1,610.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
			\$ 250.00	\$ 6,250.00	Allowance	25	\$ 250.00	\$ 6,250.00	\$ 300.00	\$ 8,000.00	\$ 250.00	\$ 8,000.00	\$ 300.00	\$ 8,250.00	\$ 250.00	\$ 206,250.00	\$ 250.00	\$ 207,500.00
			\$ 30,500.00	\$ 30,500.00	Allowance	1	\$ 30,500.00	\$ 30,500.00	\$ 30,500.00	\$ 34,156.00	\$ 30,500.00	\$ 34,156.00	\$ 31,855.00	\$ 31,855.00	\$ 25,014.00	\$ 25,014.00	\$ 53,370.00	\$ 53,370.00
			\$ 275.00	\$ 275.00	Allowance	1	\$ 275.00	\$ 275.00	\$ 275.00	\$ 374.00	\$ 275.00	\$ 374.00	\$ 281.00	\$ 281.00	\$ 275.00	\$ 275.00	\$ 275.00	\$ 275.00
			\$ 1,540.00	\$ 1,540.00	Allowance	1	\$ 1,540.00	\$ 1,540.00	\$ 1,540.00	\$ 1,610.00	\$ 1,540.00	\$ 1,610.00	\$ 1,610.00	\$ 1,610.00	\$ 1,540.00	\$ 1,540.00	\$ 1,540.00	\$ 1,540.00
			\$ 20,000.00	\$ 20,000.00	Allowance	1	\$ 20,000.00	\$ 20,000.00	\$ 19,700.00	\$ 25,300.00	\$ 20,000.00	\$ 25,300.00	\$ 20,845.00	\$ 20,845.00	\$ 15,320.00	\$ 15,320.00	\$ 19,899.00	\$ 19,899.00
			\$ 4,600.00	\$ 9,200.00	Allowance	2	\$ 4,600.00	\$ 9,200.00	\$ 9,800.00	\$ 16,100.00	\$ 4,600.00	\$ 16,100.00	\$ 8,349.00	\$ 8,349.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
			\$ 11,900.00	\$ 11,900.00	Allowance	1	\$ 11,900.00	\$ 11,900.00	\$ 7,000.00	\$ 12,075.00	\$ 11,900.00	\$ 12,075.00	\$ 8,000.00	\$ 8,000.00	\$ 7,966.00	\$ 7,966.00	\$ 10,248.00	\$ 10,248.00
			\$ 36.75	\$ 28,712.75	Allowance	1	\$ 36.75	\$ 28,712.75	\$ 30.00	\$ 32,160.00	\$ 30.00	\$ 32,160.00	\$ 22.00	\$ 22.00	\$ 5,925.00	\$ 5,925.00	\$ 35.00	\$ 35.00
			\$ 50.00	\$ 6,250.00	Allowance	125	\$ 50.00	\$ 6,250.00	\$ 36.00	\$ 4,500.00	\$ 50.00	\$ 4,500.00	\$ 30.00	\$ 30.00	\$ 7,950.00	\$ 7,950.00	\$ 21,125.00	\$ 21,125.00
			\$ 40.00	\$ 73,800.00	Allowance	1,847	\$ 40.00	\$ 73,800.00	\$ 19.00	\$ 25,850.00	\$ 40.00	\$ 25,850.00	\$ 23.00	\$ 23.00	\$ 29,507.00	\$ 29,507.00	\$ 10,000.00	\$ 10,000.00
			\$ 1.00	\$ 15,400.00	Allowance	15,400	\$ 1.00	\$ 15,400.00	\$ 1.00	\$ 15,400.00	\$ 1.00	\$ 15,400.00	\$ 1.00	\$ 15,400.00	\$ 1.00	\$ 15,400.00	\$ 1.00	\$ 15,400.00
			\$ 21.00	\$ 13,500.00	Allowance	643	\$ 21.00	\$ 13,500.00	\$ 23.00	\$ 31,710.00	\$ 21.00	\$ 31,710.00	\$ 20.00	\$ 20.00	\$ 85,266.00	\$ 85,266.00	\$ 190.00	\$ 190.00
			\$ 93.50	\$ 119,650.00	Allowance	1,280	\$ 93.50	\$ 119,650.00	\$ 89.00	\$ 113,920.00	\$ 93.50	\$ 113,920.00	\$ 97.00	\$ 97.00	\$ 124,180.00	\$ 124,180.00	\$ 100.00	\$ 100.00
			\$ 1,400.00	\$ 1,400.00	Allowance	1	\$ 1,400.00	\$ 1,400.00	\$ 298.00	\$ 3,000.00	\$ 1,400.00	\$ 3,000.00	\$ 250.00	\$ 250.00	\$ 2,278.00	\$ 2,278.00	\$ 1,250.00	\$ 1,250.00
			\$ 200.00	\$ 6,200.00	Allowance	31	\$ 200.00	\$ 6,200.00	\$ 160.00	\$ 5,238.00	\$ 200.00	\$ 5,238.00	\$ 160.00	\$ 160.00	\$ 4,078.00	\$ 4,078.00	\$ 121.00	\$ 121.00
			\$ 3.25	\$ 1,817.50	Allowance	560	\$ 3.25	\$ 1,817.50	\$ 4.00	\$ 2,400.00	\$ 3.25	\$ 2,400.00	\$ 6.00	\$ 6.00	\$ 6,900.00	\$ 6,900.00	\$ 1.00	\$ 1.00
			\$ 6.50	\$ 3,847.50	Allowance	592	\$ 6.50	\$ 3,847.50	\$ 6.00	\$ 3,240.00	\$ 6.50	\$ 3,240.00	\$ 24.00	\$ 24.00	\$ 4,398.00	\$ 4,398.00	\$ 11.00	\$ 11.00
			\$ 0.06	\$ 3,312.00	Allowance	55,200	\$ 0.06	\$ 3,312.00	\$ 0.06	\$ 6,348.00	\$ 0.12	\$ 6,348.00	\$ 0.15	\$ 0.15	\$ 3,500.00	\$ 3,500.00	\$ 0.15	\$ 0.15
			\$ 40.00	\$ 1,882.00	Allowance	47	\$ 40.00	\$ 1,882.00	\$ 44.00	\$ 1,775.00	\$ 40.00	\$ 1,775.00	\$ 56.00	\$ 56.00	\$ 1,489.00	\$ 1,489.00	\$ 29.00	\$ 29.00

ATTACHMENT B
CIP 104174 RELOCATE CELL PHONE LOT
Bid Tabulation Form

BID TABULATION
CIP 104174 Relocate Cell Phone Lot

BIDS OPENED: February 7, 2014 @ 3:00 PM
ENGINEER'S ESTIMATE: \$724,838.38

				6	7	8	9	10	11
CONTRACTOR:				PCI Porillo Concrete, Inc.	Southland Paving, Inc.	Ted Enterprises, Inc.	PAL General Engineering, Inc.	California Building Evaluation and Construction, Inc.	Pacific Woods Building, Inc.
ADDRESS:				3527 Citrus Street Lanorn Grove, CA 91945	361 North Hale Avenue Escondido, CA 92029-1716	555 N. El Camino Real A362 San Clemente, CA 92672	5374 Eastgate Mall San Diego, CA 92121	6261 Beach Blvd #308 Buena Park, CA 90621	19 Hammond Ste 504 Irvine, CA 92618
GUARANTEE OF GOOD FAITH:				The Ohio Casualty Insurance Company	Liberty Mutual Insurance Company	No Bond	The Hanover Insurance Company	SureTec Insurance Company	Developers Surety and Indemnity Company
BID SCHEDULE A									
52	6-inch PCC Curb Type "B-1"	LF	87	\$ 25.00 \$ 1,675.00	\$ 31.00 \$ 2,077.00	\$ 22.00 \$ 1,474.00	\$ 81.00 \$ 4,087.00	\$ 1,280.00	\$ 21.00 \$ 1,407.00
53	Black Edge Curb	LF	122	\$ 25.00 \$ 3,050.00	\$ 31.00 \$ 3,782.00	\$ 21.00 \$ 2,562.00	\$ 44.00 \$ 5,368.00	\$ 2,265.00	\$ 21.00 \$ 2,562.00
54	4-inch PCC Flarework	SF	88	\$ 10.00 \$ 880.00	\$ 12.00 \$ 1,056.00	\$ 8.00 \$ 704.00	\$ 25.00 \$ 2,200.00	\$ 713.00	\$ 10.50 \$ 924.00
55	PCC Pad for Flight Information Kiosk and Vending Machine Enclosures	SF	250	\$ 10.00 \$ 2,500.00	\$ 27.00 \$ 6,750.00	\$ 14.00 \$ 3,500.00	\$ 45.00 \$ 11,250.00	\$ 5,837.00	\$ 10.50 \$ 2,625.00
56	PCC Trench Repair	SF	10	\$ 25.00 \$ 250.00	\$ 35.00 \$ 350.00	\$ 14.00 \$ 140.00	\$ 350.00 \$ 3,500.00	\$ 330.00	\$ 22.00 \$ 220.00
57	PCC Driveway	SF	318	\$ 15.00 \$ 4,725.00	\$ 11.00 \$ 3,498.00	\$ 11.00 \$ 3,498.00	\$ 12.00 \$ 3,780.00	\$ 2,485.00	\$ 8.00 \$ 2,520.00
58	Sublet	EA	14	\$ 500.00 \$ 7,000.00	\$ 285.00 \$ 3,710.00	\$ 290.00 \$ 4,060.00	\$ 450.00 \$ 6,300.00	\$ 7,700.00	\$ 580.00 \$ 6,280.00
59	Pre-Cast PCC Wheel Stop	EA	148	\$ 58.00 \$ 8,584.00	\$ 58.00 \$ 8,732.00	\$ 75.00 \$ 11,100.00	\$ 61.00 \$ 9,028.00	\$ 10,582.00	\$ 25.50 \$ 3,774.00
60	EV Chargers	LS	1	\$ 2,850.00 \$ 2,850.00	\$ 2,840.00 \$ 2,840.00	\$ 4,000.00 \$ 4,000.00	\$ 2,780.00 \$ 2,780.00	\$ 2,300.00	\$ 2,750.00 \$ 2,750.00
61	Electrical Lift Arm and Security Gate	LS	1	\$ 17,250.00 \$ 17,250.00	\$ 16,000.00 \$ 16,000.00	\$ 32,775.00 \$ 32,775.00	\$ 14,480.00 \$ 14,480.00	\$ 13,860.00	\$ 18,621.00 \$ 18,621.00
62	Pavement Markings, Striping, and Flexible Post Delimiters	LS	1	\$ 7,250.00 \$ 7,250.00	\$ 7,250.00 \$ 7,250.00	\$ 12,420.00 \$ 12,420.00	\$ 7,573.00 \$ 7,573.00	\$ 7,700.00	\$ 24,092.00 \$ 24,092.00
63	Traffic Signage	LS	1	\$ 1,850.00 \$ 1,850.00	\$ 1,850.00 \$ 1,850.00	\$ 890.00 \$ 890.00	\$ 1,725.00 \$ 1,725.00	\$ 950.00	\$ 2,818.00 \$ 2,818.00
64	4-Foot Black Vinyl-Coated Chain Link Fence	LF	1,078	\$ 29.90 \$ 31,712.50	\$ 27.85 \$ 29,838.75	\$ 30.00 \$ 32,250.00	\$ 31.00 \$ 33,325.00	\$ 19,478.00	\$ 30.00 \$ 32,250.00
65	Drop Inlet with Traffic Rated Grate and Install Salvaged Churnmaster BMP	EA	1	\$ 18,000.00 \$ 18,000.00	\$ 5,000.00 \$ 5,000.00	\$ 1,725.00 \$ 1,725.00	\$ 9,500.00 \$ 9,500.00	\$ 6,050.00	\$ 6,395.00 \$ 6,395.00
66	8-inch Diameter Perforated CPE Pipe	LF	64	\$ 18.50 \$ 1,056.00	\$ 40.00 \$ 2,560.00	\$ 17.00 \$ 1,088.00	\$ 85.00 \$ 5,440.00	\$ 2,898.00	\$ 145.00 \$ 9,280.00
67	8-inch Diameter Low Flow Storm Drain Cleanout	EA	1	\$ 625.00 \$ 625.00	\$ 550.00 \$ 550.00	\$ 2,875.00 \$ 2,875.00	\$ 2,900.00 \$ 2,900.00	\$ 1,320.00	\$ 1,048.00 \$ 1,048.00
TOTAL BID SCHEDULE				\$ 688,860.78	\$ 727,833.78	\$ 731,870.00	\$ 825,026.00	\$ 907,894.80	\$ 1,008,839.00
					Corrected amount			Corrected amount	
Notes				Yes	Yes	Yes	Yes	Yes	Yes
CONTRACTOR'S Submitted Bid Amount									

Policy 5.14 Points and Bid Adjustment Amount Table		Policy 5.14 Bid Adjustment Amount		Policy 5.14 Bid Adjustment Amount		Policy 5.14 Bid Adjustment Amount		Policy 5.14 Bid Adjustment Amount		Policy 5.14 Bid Adjustment Amount	
Points	Bid Adjustment Amount Based on Low Bid or Max: \$100,000	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)
5 or 5%	529,206.10										
4 or 4%	511,443.88										
3 or 3%	517,213.66										
2 or 2%	531,883.34										
1 or 1%	55,941.22										

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RESOLUTION NO. 2014-0016

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY 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

WHEREAS, this project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2014 Capital Improvement Program ("CIP"); and

WHEREAS, this project provides for the construction of 97 parking spaces within the relocated Cell Phone Lot on a portion of the former Teledyne Ryan leasehold. The current Cell Phone Lot adjacent to Parking Lot 8 will be converted to pay parking. In addition, 43 additional parking spaces will be constructed contiguous with the relocated Cell Phone Lot to take advantage of single construction. These additional parking spaces will be added to Parking Lot 6; and

WHEREAS, the scope of work for this project includes demolition, excavation, backfill and compaction, grading, paving, striping, marking, signing, lighting, and incidental related improvements. In addition, the work includes relocating equipment from the existing cell phone lot; and

WHEREAS, this contract was advertised on January 8, 2014, and

WHEREAS, on February 7, 2014, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the requirements of Authority Policy 5.14 ("Policy 5.14"), small business, local business and service disabled veteran owned small business goal and preference program, were applied to this bid solicitation; and

WHEREAS, the apparent low bidder, Hazard Construction Company, submitted a bid in the amount of \$584,122; and

WHEREAS, Hazard Construction Company met the 3% Service Disabled Veteran Owned Small Business and meet the requirements of the Small Business goal of 38% that was established for this Contract; and

WHEREAS, the low bidder, Hazard Construction Company, submitted a bid of \$584,122 and the Authority's staff has duly considered the bid and determined Hazard Construction Company is responsible and that its bid is responsive in all material respects; and

WHEREAS, the Board believes that it is in the best interest of the Authority and the public that it serves for the Board to award Hazard Construction Company the contract for Project No. 104174, Relocate Cell Phone Lot upon the terms and conditions set forth on the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards 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; and

BE IT FURTHER RESOLVED that the Authority's President/CEO or designee hereby is authorized to execute and deliver such contract to Hazard Construction Company; and

BE IT FURTHER RESOLVED that the San Diego County Regional Airport Authority and its officers, employees, and agents are hereby authorized, empowered, and directed to do and perform 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 is a class of project that is a categorical exemption according to Pub. Res. Code § 15301 – Existing Facilities and 15302 – Replacement or Reconstruction; and a coastal development permit (#6-12-014) was approved by the California Coastal Commission on June 14, 2012.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
11

Meeting Date: **MARCH 6, 2014**

Subject:

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 ("Authority's") Quieter Home Program.

Background/Justification:

The Quieter Home Program ("Program") provides sound attenuation treatment to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). The Phase 7, Group 8, project includes installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside the homes. This project will provide sound attenuation to 34 non-historic units on 1 residential property located west of the airport (refer to Attachment A).

To date, the Program has completed 2,676 residences, of which 689 are historic and 1,987 are non-historic; 1731 residences are located west of SDIA and 945 are located east of SDIA.

Project No. 380708 was advertised on December 20, 2013, and bids were opened on January 21, 2014. The following bid was received (refer to Attachment B):

Company	Total Bid
G&G Specialty Contractors, Inc.	\$693,900

The Engineer's estimate is \$673,665.

The low bid of \$693,900, is considered responsive, and G&G Specialty Contractors, Inc. is considered responsible. Award to G&G Specialty Contractors, Inc. is, therefore, recommended in the amount of \$693,900.

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Fiscal Impact:

Adequate funds for FY2014 expenditures, under the G&G Specialty Contractors, Inc. contract, are included within the adopted FY2014 operating budget in the Authority's Quieter Home Program. Sources of funding include federal Airport Improvement Program grants 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 a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code Section 21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. Section 15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."
- B. This Board action is a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106. The individual projects under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings. Improvements to single-family homes are exempt from coastal permit requirements under Pub. Res. Code Section 30610(a) and 14 Cal. Code Regs. Section 13250 – "Improvements to Single-Family Residences." The proposed improvements to multi-family residences are exempt from coastal permit requirements under Pub. Res. Code Section 30610(b) and 14 Cal. Code Regs. Section 13253 – "Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits."

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.

The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally funded projects. When federal funds are utilized, the Authority is prohibited from using a program that provides a preference such as those used in Policies 5.12 and 5.14. Therefore, the Authority must utilize other means as provided in the DBE Plan to achieve participation.

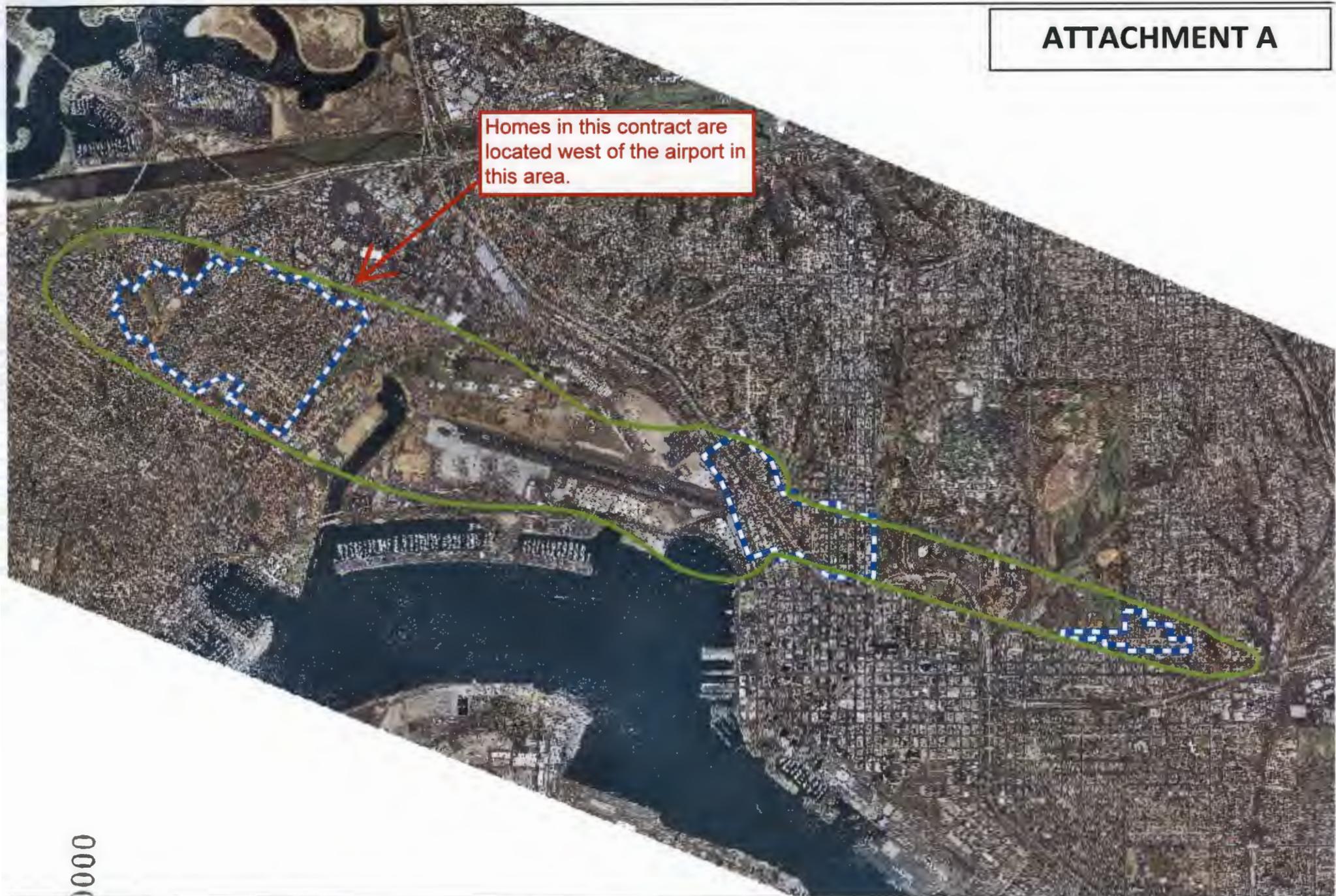
This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. G&G Specialty Contractors, Inc. is proposing 9.9% DBE participation on QHP Phase 7, Group 8.

Prepared by:

KEITH WILSCHETZ
DIRECTOR, AIRPORT PLANNING

ATTACHMENT A

Homes in this contract are located west of the airport in this area.



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Map Notes:
Staff Report Attachment A

1 inch = 3,898 feet

Land Use - SanGIS 2/07	QHP Completed	67 dB Boundary
Single-Family Residential	QHP Ineligible	65 dB CNEL Contour
Multi-Family Residential	County Parcel	Address Point
Condominiums		

San Diego County Regional Airport Authority
Quieter Home Program
Project 380708

TITLE: QUIETER HOME PROGRAM PROJECT NO. 380708
BIDS OPENED: January 21, 2014, 2:00 p.m.
ENGINEER'S ESTIMATE: \$673,665.00

CONTRACTOR:					G & G Specialty Contractors, Inc.			
ADDRESS:					4633 S. 36th Street, Phoenix, AZ 85040			
GUARANTEE OF GOOD FAITH:					Hartford Fire Insurance Company			
Res No.	Bid Item Number	Dwelling Units	Unit of Measure	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
380708.12	Craig 3788 Elliott Street, Unit 1	1	Lump Sum	13,803.00	2,326.00	2,140.00	18,269.00	
380708.12	Craig 3788 Elliott Street, Unit 2	1	Lump Sum	12,702.00	2,326.00	2,140.00	17,168.00	
380708.12	Craig 3788 Elliott Street, Unit 3	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 4	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 5	1	Lump Sum	12,763.00	2,326.00	2,140.00	17,229.00	
380708.12	Craig 3788 Elliott Street, Unit 6	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 7	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 8	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 9	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 10	1	Lump Sum	15,087.00	2,326.00	2,210.00	19,623.00	
380708.12	Craig 3788 Elliott Street, Unit 11	1	Lump Sum	13,809.00	2,326.00	2,210.00	18,345.00	
380708.12	Craig 3788 Elliott Street, Unit 12	1	Lump Sum	12,702.00	2,326.00	2,140.00	17,168.00	
380708.12	Craig 3788 Elliott Street, Unit 14	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 15	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 16	1	Lump Sum	12,763.00	2,326.00	2,140.00	17,229.00	
380708.12	Craig 3788 Elliott Street, Unit 17	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 18	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 19	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 20	1	Lump Sum	14,594.00	2,326.00	2,210.00	19,130.00	
380708.12	Craig 3788 Elliott Street, Unit 21	1	Lump Sum	15,087.00	2,326.00	2,210.00	19,623.00	
380708.12	Craig 3788 Elliott Street, Unit 22	1	Lump Sum	14,079.00	2,326.00	2,140.00	18,545.00	
380708.12	Craig 3788 Elliott Street, Unit 23	1	Lump Sum	12,978.00	2,326.00	2,140.00	17,444.00	
380708.12	Craig 3788 Elliott Street, Unit 24	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00	
380708.12	Craig 3788 Elliott Street, Unit 25	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00	
380708.12	Craig 3788 Elliott Street, Unit 26	1	Lump Sum	13,333.00	2,326.00	2,210.00	17,869.00	
380708.12	Craig 3788 Elliott Street, Unit 27	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00	
380708.12	Craig 3788 Elliott Street, Unit 28	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00	
380708.12	Craig 3788 Elliott Street, Unit 29	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00	

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Res No.	Bid Item Number		Dwelling Units	Unit of Measure	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)
380708.12	Craig	3788 Elliott Street, Unit 30	1	Lump Sum	14,870.00	2,326.00	2,210.00	19,406.00
380708.12	Craig	3788 Elliott Street, Unit 31	1	Lump Sum	15,655.00	2,326.00	2,210.00	20,191.00
380708.12	Craig	3788 Elliott Street, Unit A	1	Lump Sum	12,455.00	2,326.00	740.00	15,521.00
380708.12	Craig	3788 Elliott Street, Unit B	1	Lump Sum	12,455.00	2,326.00	740.00	15,521.00
380708.12	Craig	3788 Elliott Street, Unit C	1	Lump Sum	12,455.00	2,326.00	740.00	15,521.00
380708.01	Craig	3788 Elliott Street, Unit D	1	Lump Sum	13,022.00	2,326.00	740.00	16,088.00
Subtotal								\$627,350.00
Allowance for Structural, HVAC, Electrical Repairs								37,000.00
Building and Utility Permits and Fees								27,000.00
Allowance for 150 Required T-Shirts								2,550.00
TOTAL BID								\$693,900.00

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RESOLUTION NO. 2014-0017

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY 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

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

WHEREAS, Phase 7, Group 8, of the Program will include installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 7, Group 8, of the Program provides sound attenuation to 34 non-historic units on 1 residential property located west of the airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 7, Group 8, on December 20, 2013; and

WHEREAS, on January 21, 2014, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder, G&G Specialty Contractors, Inc., submitted a bid of \$693,900; and the Authority's staff has duly considered the bid and has determined G&G Specialty Contractors, Inc. is responsible and that its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board ("Board") believes that it is in the best interest of the Authority and the public that it serves to award G&G Specialty Contractors, Inc., the lowest bidder, the contract for Phase 7, Group 8, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to G&G Specialty Contractors, Inc., in the amount of \$693,900, for Phase 7, Group 8, Project No. 380708, of the Authority's Quieter Home Program; and

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

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

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Pub. Res. Code Section 21065; and is a "development," as defined by the California Coastal Act, Pub. Res. Code Section 30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. Section 15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Pub. Res. Code Sections 30610(a) and 30610(b) and 14 Cal. Code Regs. Section 13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

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Revised 3/5/14



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
12

Meeting Date: **MARCH 6, 2014**

Subject:

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.

Background/Justification:

The Authority is developing a long-term information management strategy that includes an integrated document management, records management, e-mail management, and workflow solution. An ECMS will help ensure compliance with the Authority's Records & Information Management Program (RIM) and reduce the Authority's overall information management costs through tracking and managing paper and electronic records and information, improving workplace efficiencies, while addressing a variety of information related risk management issues.

An ECMS replaces the standard file storage servers with a database system specifically designed to index and store most common types of documents. The indexed database supports a structured file plan system, automated deletion based upon assigned retention dates for stored documents, and Authority-wide retrieval of documents. Instead of managing documents on network drives, documents will be stored in one common ECMS database. Having this Authority-wide common document database enhances collaboration and the sharing of information. This single source of documents for the Authority addresses the records management challenges discussed in the following paragraph.

The Authority will continue to face significant challenges in the effective management of information that significantly impede organizational efficiencies, information access and retrieval, knowledge management, records retention and discovery, including:

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- Non-compliance with State and local laws and the approved Authority RIM Program
- Multiple copies of documents maintained throughout the organization
- Departmental information silos
- Lack of tools to manage inter-departmental documents
- Proliferation of record formats
- Multiple filing conventions/systems
- Lack of consistent e-mail management

An ECMS addresses these issues and creates a strategic and focused approach that could substantially reduce the Authority's cost in managing its information. It will also provide more enhanced security of information stored within the system.

Currently the Authority's strategy for managing its electronic unstructured data is through the use of multiple network drives, which includes the G, H, T and S Drives. The ECMS is a comprehensive database that will replace the current network drive structure.

As the Authority moves to even more electronic-based business processes, an ECMS will become an absolute necessity to support information access and retrieval, manage discovery, responding to public records request, mitigate risk, and advance organizational objectives and decision-making through faster, more accurate access to critical business information Authority-wide.

An Authority Evaluation Panel ("Panel") was comprised of representatives from the Accounting, Aviation & Commercial Business, Corporate Services, Facilities Development, Information Technology and Procurement Departments.

The weighted scoring criteria used by the Panel to short-list qualified firms and to select the finalist were small business preference, cost/fees, software, customer support, firm/project team, work plan, and financial information.

On June 21, 2013, the Authority issued the above subject RFP. Notice of the RFP was advertised in the *San Diego Daily Transcript* and on the Authority's Website.

On July 23, 2013, the Authority received 13 proposals. One proposal was rejected as late and 4 proposals were considered to be non-responsive as determined by General Counsel and the Procurement Department. The remaining 8 proposals were evaluated and the panel's shortlisted scoring and rankings were as follows:

Shortlisted Combined Scoring

Firms	SB Preference	Cost / Fees	Software	Customer Support	Firm/Project Team	Work Plan	Financial Information	Total
3Di	350	0	680	300	300	460	245	2335
Capital Image	Determined to be non-responsive.							
DataBank IMX	0	525	1480	330	410	680	175	3600
Dell	0	0	800	270	150	620	315	2155
EMC Corporation	0	0	2160	500	490	960	350	4460
General Networks	350	945	2360	530	570	1160	280	6195
Privia LLC	0	1050	1120	250	270	480	105	3275
Stellar Services	350	945	2240	470	520	940	280	5745
TechStrata	Determined to be non-responsive.							
URSA Navigation	Determined to be non-responsive.							
Questys	Proposal rejected as late.							
Wave Technology	350	315	2160	390	430	900	175	4720
Zia Consulting	Determined to be non-responsive.							

Shortlisted Rankings

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Final Rank
3Di	8	8	7	7	7	8	7	52	7
Capital Image	Determined to be non-responsive.								
DataBank IMX	6	4	4	5	6	5	5	35	5
Dell	7	6	8	8	8	7	8	52	7
EMC Corporation	3	5	6	4	4	4	3	29	4
General Networks	1	1	2	1	1	1	1	8	1
Privia LLC	5	7	5	6	5	6	6	40	6
Stellar Services	2	2	1	2	1	2	2	12	2
TechStrata	Determined to be non-responsive.								
URSA Navigation	Determined to be non-responsive.								
Questys	Proposal rejected as late.								
Wave Technology	4	3	3	3	3	3	3	22	3
Zia Consulting	Determined to be non-responsive.								

The three highest ranked firms were invited to interview on October 11 and 14, 2013. The Respondents were asked to provide responses to a specific list of questions, prepared by the evaluation panel that targeted the evaluation criteria presented in the RFP. The panelist's final rankings were as follows:

Firms	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Panelist 6	Panelist 7	Total	Final Rank
General Networks	1	1	1	1	1	1	1	7	1
Stellar Services	2	2	3	3	2	3	3	18	3
Wave Technology	3	3	2	2	3	2	2	17	2

Based on the Panel's evaluation of the three firms and its finding that General Networks Corporation was the best qualified overall, staff recommends that the Authority award an agreement to 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 Authority's CEO/President. The \$1,500,000 covers the initial three (3) year term and the two (2) one-year options.

~~Staff is currently in negotiations with the recommended firm and will also request that, should the negotiations be unsuccessful, the Board authorize the President/CEO to negotiate and execute an agreement with the second-ranked firm.~~

Fiscal Impact:

Adequate funds for Enterprise Content Management System are included within the Board approved FY2014 - FY2018 Capital Program Budget as Project No. 104161A/B. Sources of funding for this project include Airport Cash.

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.

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. 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.

In accordance to Policy 5.12, General Networks Corporation, a certified small business, received 5% small business preference.

Prepared by:

HOWARD KOURIK
DIRECTOR, INFORMATION TECHNOLOGY

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/AUTHORITY CLERK

Revised 3/5/14

RESOLUTION NO. 2014-0009

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY 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 ENTERPRISE CONTENT MANAGEMENT SYSTEM

WHEREAS, the San Diego County Regional Airport Authority ("Authority") is developing a long-term strategy that includes an integrated document management, records management, e-mail management and workflow solution; and

WHEREAS, it has been determined that the Authority will continue to face significant challenges in the effective management of records and information in today's fast-paced and changing business and technology landscape in the areas of organizational efficiencies, information access and retrieval, knowledge management, records retention, public records requests and discovery; and

WHEREAS, an enterprise content management system will help ensure compliance with the Authority's Records and Information Management Policy, provide enhanced security and reduce the Authority's overall information management costs through tracking and managing paper and electronic records and information, improving workplace efficiencies, while addressing a variety of risk management issues; and

WHEREAS, the selected firm will design, implement and provide technical support for an enterprise content management system for the Authority; and

WHEREAS, on June 21, 2013, the Authority issued a Request for Proposal ("RFP") soliciting proposals for the purchase and implementation of an enterprise content management system; and

WHEREAS, on July 23, 2013, the Authority received 13 proposals in response to the RFP and one of the proposals was rejected as late and 4 proposals were considered to be non-responsive as determined by General Counsel and the Procurement Departments; and

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WHEREAS, the Authority Evaluation Panel ("Panel") was comprised of representatives of the Accounting, Aviation & Commercial Business, Corporate Services, Facilities Development, Information Technology, and Procurement Departments; and

WHEREAS, the firms were evaluated on their cost/fees, customer support, financial information, firm/project team, small business preference, software and work plan; and

WHEREAS, on October 11 and 14, 2013, the Panel interviewed the three shortlisted firms and following deliberations, the Panel determined that General Networks Corporation was the best qualified firm to design, implement and provide technical support for an enterprise content management system for the Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes 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 Enterprise Content Management System, and -

~~BE IT FURTHER RESOLVED that, in the event that negotiations are unsuccessful with the recommended firm, the Board authorizes the President/CEO to negotiate and execute an agreement with the second ranked firm for the purchase and implementation of an Enterprise Content Management System; and~~

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code §21065); and 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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
13

Meeting Date: **MARCH 6, 2014**

Subject:

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.

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 \$8,074,308.00, to provide heating, ventilation and air conditioning maintenance and repair services at San Diego International Airport ("SDIA").

Background/Justification:

On December 6, 2013, the San Diego County Regional Airport Authority ("Authority") published a Request for Proposals ("RFP") to procure professional heating, ventilation and air conditioning ("HVAC") maintenance and repair services at SDIA.

This service agreement will provide a comprehensive HVAC maintenance and repair program for a wide variety of equipment, including those installed as part of the recent expansion of Terminal 2 West (The Green Build). Services include the provision of a preventive maintenance program including, but not limited to the inspection, preventive maintenance, repair, programming and other tasks and services necessary to insure safe, well maintained HVAC systems providing quality air for employees and the public.

SDIA currently has over 900 temperature control zones monitored by a Building Automation System. The associated HVAC equipment includes but is not limited to: air handlers, chilled water pumps, heating hot water pumps, heat exchanges, motors, valves, package units, split systems, computer room air conditioning systems, exhaust fans, water and air filtration systems and other equipment.

Services are provided for the operation and maintenance support of SDIA's Central Utility Plant, which contains chillers, boilers, cooling towers, pumps and water filtration systems. This plant provides the necessary chilled and hot water to maintain the condition zones throughout the Terminals.

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Additional on-call services are also included in the agreement. These services include and are not limited to: HVAC duct cleaning, overhaul of chiller units, and maintenance of future and/or additional HVAC systems and equipment.

On January 7, 2014, the Authority's Procurement Department received proposals from the following four entities: Alpha Mechanical, Inc.; California Comfort Systems USA, Inc.; Johnson Controls, Inc.; and Pacific Rim Mechanical Contractors, Inc. Upon review of proposals received, the Procurement Department determined that 3 of the 4 entities were responsive: California Comfort Systems USA, Inc., Johnson Controls, Inc., and Pacific Rim Mechanical Contractors, Inc. Alpha Mechanical, Inc. was found to be non-responsive because they did not possess the required California State Contractors Licenses C-4 and C-20. A C-4 licensed contractor is described as a Boiler, Hot Water Heating and Steam Fitting Contractor and a licensed C-20 contractor is described as a Warm-Air Heating, Ventilating and Air Conditioning Contractor. These licenses were required at the time the proposal was submitted.

Based on the fee schedule for preventive maintenance and repair presented in the RFP, the total five-year cost submitted by each respondent was:

Firm	Amount
California Comfort Systems USA, Inc.	\$10,336,287.95
Johnson Controls, Inc.	\$10,477,488.00
Pacific Rim Mechanical Contractors, Inc.	\$ 7,774,308.00

In addition to the fee schedule for preventative maintenance and repair, each respondent was required to provide hourly rates for additional on-call services that may be needed at the Authority's sole discretion. The hourly rates provided by respondents for additional on-call services along with the fee schedule for preventative maintenance were considered in the evaluation of each respondent's cost/fees. The Authority's allowance for additional on-call services is \$300,000.00 which may be used at the Authority's sole discretion.

On January 24, 2014, the Authority's Selection Panel ("Panel"), which was comprised of four representatives from the Authority's Facilities Management Department, interviewed the 3 responsive respondents. During the interviews, each respondent provided a presentation of its qualifications and responded to prepared questions. After the interview, the Panel evaluated respondents using weighted criteria of six factors: the organization's overall experience and qualifications; skill and experience of personnel who would interact with Authority staff in the performance of services; planned procedures and methodology for performing services; cost; the firm's sustainable practices; and, eligibility for small business participation under Authority Policy 5.12, Preference to Small Business.

The final combined scoring matrix from the Panel is as follows:

Evaluation Criteria	California Comfort Systems USA, Inc.	Johnson Controls, Inc.	Pacific Rim Mechanical Contractor, Inc.	Total Combined Points Possible
Experience & Skill	595	840	1330	1400
Primary Staff	240	285	465	600
Proposed Preventive Maintenance Plan	400	550	875	1000
Cost/Fees	420	360	600	600
Sustainability	180	230	360	400
Small Business Preference	0	0	0	200
Total	1835	2265	3630	4200

The final ranking matrix from the Panel is as follows:

Firms	Panelist #1	Panelist #2	Panelist #3	Panelist #4	Total	Final Rank
California Comfort Systems USA, Inc.	3	3	3	3	12	3
Johnson Controls, Inc.	2	2	2	2	8	2
Pacific Rim Mechanical Contractors, Inc.	1	1	1	1	4	1

Staff recommends that the Board approve and authorize the President/CEO to execute an HVAC maintenance and repair service agreement with the top ranked firm, 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 \$8,074,308.00 which is comprised of \$7,774,308.00 for preventative maintenance and repair and \$300,000.00 for on-call additional services.

Fiscal Impact:

Adequate funding for heating, ventilation and air conditioning maintenance and repair service agreement is included in the adopted FY 2014 and conceptually approved FY 2015 Operating Expense Budgets within the Facilities Management Annual Repair and Service Contracts line item. The expense for this contract that will impact budget years not yet adopted or approved by the Board and 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. California Environmental Quality Act ("CEQA") review: This Board action is not a project that would have a significant effect on the environment as defined by the 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 does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. 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.

In accordance with Policy 5.12, the recommended firm, Pacific Rim Mechanical Contractors, Inc. did not receive a 5% small business preference.

Prepared by:

MURRAY J. BAUER
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2014-0018

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, 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 \$8,074,308.00, TO PROVIDE HEATING, VENTILATION AND AIR CONDITIONING MAINTENANCE AND REPAIR SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on December 6, 2013, the San Diego County Regional Airport Authority ("Authority") published a Request for Proposals ("RFP") for heating, ventilation and air conditioning maintenance and repair services at San Diego International Airport; and

WHEREAS, the service agreement will provide a comprehensive heating, ventilation and air conditioning maintenance and repair program for a wide variety of equipment, including those installed as part of the recent expansion of Terminal 2 West (The Green Build); and

WHEREAS, the agreement includes the provision of a preventive maintenance program including but not limited to the inspection, preventive maintenance, repair, programming and other tasks and services necessary to insure safe, well maintained heating, ventilation and air conditioning systems providing quality air for employees and the public; and

WHEREAS, heating, ventilation and air conditioning equipment covered under this agreement includes but is not limited to: air handlers, chilled water pumps, heating hot water pumps, heat exchanges, motors, valves, package units, split systems, computer room air conditioning systems, exhaust fans, water and air filtration systems and other equipment; and

WHEREAS, services are provided for the operation and maintenance support of SDIA's Central Utility Plant, which contains chillers, boilers, cooling towers, pumps and water filtration systems; and

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WHEREAS, as-required and additional services in the agreement include heating, ventilating and air conditioning duct cleaning, overhaul of chiller units, and maintenance of future and/or additional HVAC systems and equipment; and

WHEREAS, on January 7, 2014, the Authority's Procurement Department received proposals from four entities: Alpha Mechanical, Inc.; California Comfort Systems USA, Inc.; Johnson Controls, Inc.; and Pacific Rim Mechanical Contractors, Inc.; and

WHEREAS, based on the Procurement Department's review of proposals received, California Comfort Systems USA, Inc.; Johnson Controls, Inc.; and Pacific Rim Mechanical Contractors, Inc. were determined to be responsive; and

WHEREAS, Alpha Mechanical, Inc. was found to be non-responsive because they did not possess the required California State Contractors License and Classifications C-4 and C-20. A C-4 licensed contractor is described as a Boiler, Hot Water Heating and Steam Fitting Contractor, and a licensed C-20 contractor is described as a Warm-Air Heating, Ventilating and Air Conditioning Contractor. These licenses were required at the time the proposal was submitted; and

WHEREAS, based on the fee schedule for preventive maintenance and repair presented in the RFP, the total cost submitted for five years by California Comfort Systems USA, Inc. was \$10,336,287.95; Johnson Controls, Inc. was \$10,477,488.00; and, Pacific Rim Mechanical Contractors, Inc. was \$7,774,308.00; and

WHEREAS, in addition to the fee schedule for preventive maintenance and repair, each respondent was required to provide hourly rates for additional on-call services that might be needed at the Authority's sole discretion; and

WHEREAS, the hourly rates provided by respondents for additional on-call services along with the fee schedule for preventive maintenance were considered in the evaluation of each respondent's cost/fees; and

WHEREAS, the Authority's allowance for additional on-call services is \$300,000.00 which may be used at the Authority's sole discretion; and

WHEREAS, on January 24, 2014, the Authority's Selection Panel ("Panel") interviewed the three firms and during the interviews, each respondent provided a presentation of its qualifications and responded to prepared questions; and

WHEREAS, after the interviews, the Panel evaluated the three respondents using weighted criteria of six factors: the organization's overall experience and qualifications; skill and experience of personnel who would interact with Authority staff in the performance of services; planned procedures and methodology for performing services; cost; the firm's sustainable practices; and, eligibility for small business participation under Authority Policy 5.12, Preference to Small Business; and

WHEREAS, upon conclusion of the evaluation process, the Panel ranked Pacific Rim Mechanical Contractors, Inc. first; Johnson Controls, Inc. second; and, California Comfort Systems USA, Inc. third.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes 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 \$8,074,308.00, to provide heating, ventilation and air conditioning maintenance and repair services at San Diego International Airport.

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

BE IT FURTHER RESOLVED 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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
14

Meeting Date: **MARCH 6, 2014**

Subject:

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

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 ("PPA") 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 ("SDIA").

Background/Justification:

On July 26, 2012, the Authority issued a Request for Proposals soliciting proposals from qualified firms to provide a solar PV generating system. On September 28, 2012, proposals were received from 13 firms. One of the proposals received was submitted by a team made up of the following companies: Grid Solar LLC ("Grid"), Strata Solar LLC ("Strata") and Elecnor Belco Electric, Inc. ("Elecnor"). The proposal submitted by Grid/Strata/Elecnor indicated that the entity that would enter into a power purchase agreement and lease with the Authority would be Strata Solar LLC. In addition, the proposal detailed and promised the Authority that each team member would perform very specific roles. For example, the proposal stated that Strata would act as the PPA provider and system owner and would be responsible for project development, O&M, incentives and financing; that Grid would act as the project and customer relationship manager; and Elecnor would be responsible for engineering, procurement, construction, permitting and interconnection. Based upon these representations and other information regarding the team, the proposal submitted by Grid/Strata/Elecnor received the highest rank by the evaluation panel.

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On February 14, 2013, the San Diego County Regional Airport Authority ("Authority") Board adopted Resolution 2013-0017 authorizing the President/ CEO to negotiate and execute a site lease agreement and solar power purchase agreement ("PPA") with "GRID Solar, LLC." The Resolution contained a typographical error in that it did not correctly name the entity that submitted the proposal and to whom the PPA and lease, if successfully negotiated must be awarded. From February 2013 through September 6, 2013, Authority staff negotiated in good faith with the Grid/Strata/Elecnor team. On September 6, 2013, Strata indicated that it would not continue to negotiate with the Authority due to issues it had with Grid. On September 17, 2013, the Authority informed Grid, Strata and Elecnor that it could no longer continue to negotiate with an entity different from the one that submitted the original proposal and could not execute an agreement with an entity (Grid/Elecnor without Strata or a team consisting of Grid, Elecnor and an entity other than Strata) that did not participate in the RFP process.

For the reasons set forth above, Staff Recommends that Resolution 2013-0017 be rescinded.

On October 28, 2013, the Authority issued a new RFP for the implementation of a solar PV generating system on a portion of the roof at Terminal 2 West and a portion of the Terminal 2 parking lot. Solar energy is an integral part of the Authority's Utility Master Plan and is critical to the Authority's long term financial stability as the use of solar power allows the Authority to control utility costs. The proposed Power Purchase Agreement ("PPA") with Borrego Solar Systems, Inc., will fix a portion of the Authority's future utility costs and considering current and future SDG&E rate increases, is expected to provide the Authority with substantial energy savings anticipated to be in the range of \$4 - \$9 million over the next 20 years. Current projections show that, if the Authority does not take advantage of this type of power purchase, the Authority's utility cost liability over 20 years would be in the range of \$18 - \$23 million (based on 3.0 megawatts of solar photovoltaic power). Therefore, the proposed agreement is expected to provide utility cost savings over 20 years. In addition to the cost savings, the use of solar power will contribute to the Authority's Sustainability Policy and reduce our carbon footprint. This proposed PPA will also assist in obtaining the United States Green Building Council ("USGBC") Leadership in Energy and Environmental Design ("LEED") certification for the Green Build Project.

The selected firm, Borrego Solar Systems, Inc., will design, install, operate, and maintain a solar PV generating system of approximately 3.0 megawatts. Power will be provided to the Authority pursuant to a Solar PPA where the Authority will purchase the power generated by the solar installation. At the end of 20 years, the Authority has three options: purchase the system, remove the system at no cost to the Authority, or extend the PPA.

Page 3 of 5

On December 16, 2013, proposals were received in response to the RFP from the following 10 firms.

- | | |
|-----------------------------------|--|
| 1. AMSolar, LLC | 6. Solar City Corporation |
| 2. Borrego Solar System, Inc. | 7. SunEdison Government Solutions, LLC |
| 3. GRID Solar, LLC | 8. SunPower Corporation Systems |
| 4. Nautilus Solar Energy, LLC | 9. Stion Corporation |
| 5. Pacific Power Renewables, Inc. | 10. Telemon Corporation |

An Authority Evaluation Panel ("Panel") was comprised of one representative each from the Airport Design & Construction, Facilities Development, Facilities Management, and Financial Planning & Budget departments, one Vice President, and one representative from the Authority's Renewable Energy Consultant (Jacobs Engineering). On January 10, 2014, the Panel conducted a thorough review of the proposals and determined that the following five firms were uniquely qualified to perform the requested services and ranked in the following order:

1. Borrego Solar System, Inc.
2. SunEdison Government Solutions, LLC
3. Nautilus Solar Energy, LLC
4. Solar City corporation
5. Pacific Power Renewables, Inc.

The scoring criteria used to short-list the qualified firms were the firm's proposed system and fees, experience, system evaluation methodology, system products, plan for operations and maintenance, and small business preference.

On February 3 and 4, 2014, the Panel interviewed the five short-listed firms. Each Panel member evaluated the firms using the same weighted criteria used to determine the short-list.

The final combined scoring matrix from the Panel is as follows:

Evaluation Criteria	Borrego	SunEdison	Nautilus	Solar City	Pacific Power
Proposed System Size/Fees	1000	1125	1250	875	875
Respondent Experience	960	960	580	700	520
System Evaluation Methodology	735	600	435	540	510
System Products	980	880	680	760	660
Plan for Operation & Maintenance	960	840	640	720	660
Small Business Preference 5.12	0	0	0	0	0
Final Combined Score	4635	4405	3585	3595	3225

The final ranking matrix from the Panel is as follows:

	Borrego	SunEdison	Nautilus	Solar City	Pacific Power
Panelist 1	1	2	4	3	5
Panelist 2	1	2	5	3	4
Panelist 3	1	2	3	5	4
Panelist 4	1	2	3	4	5
Panelist 5	1	2	3	5	4
Total	5	10	18	20	22
Final Rank	1	2	3	4	5

The Panel ranked Borrego Solar Systems, Inc., as the best qualified firm to provide services based on the evaluation criteria and interview.

Based on the Panel's evaluation of the five firms and its finding that Borrego Solar Systems, Inc., is the best qualified overall, staff recommends that the Authority award a site lease agreement for a term not-to-exceed 20 years; and authorize the President/CEO to negotiate and execute a Solar Power Purchase Agreement with Borrego Solar Systems, Inc., for an amount not-to-exceed \$15,000,000.

Fiscal Impact:

1. OPERATING EXPENSE IMPACT

All operating and maintenance costs of the PV system will be borne by Borrego Solar Systems, Inc. Under the Borrego Solar Systems, Inc. proposal, the Authority will purchase all electricity produced by the PV system for an amount not-to-exceed \$15 million over 20 years. Without the PPA, the estimated cost of electricity purchased from the local utility is expected to be in the range of \$18 - \$23 million over 20 years. The proposed PV system is expected to reduce the Authority's operating costs, for electric energy, by \$4 - \$9 million over the term of the agreement.

2. CAPTIAL PROGRAM IMPACT

All design and construction costs related to the PV system will be borne by Borrego Solar Systems, Inc. Adequate funds for Authority and consultant staff costs associated with managing the design and construction of the PV system are included within the Board approved FY2014—FY2018 Capital Program Budget in Project No. 601021 T2W Photovoltaic System. This project is funded with Airport Cash.

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 a project determined not to have a significant effect on the environment (Section 15301, Existing Facilities – Class 1 and Section 15303 – New Construction of Small Structures – Class 3) and a categorical exemption was prepared in accordance with the California Environmental Quality Act.
- 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:

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 limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses. Policy 5.12 provides a preference of up to five percent (5%) to small businesses in the award of selected Authority contracts. 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.

Per Policy 5.12, Borrego Solar Systems, Inc. did not receive any preference.

Prepared by:

BOB BOLTON
DIRECTOR, AIRPORT DESIGN & CONSTRUCTION

RESOLUTION NO. 2014-0019

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY 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

WHEREAS, on July 26, 2012, the Authority issued an Request for Proposals soliciting proposals from qualified firms to provide a solar PV generating system at San Diego International Airport; and

WHEREAS, on September 28, 2012, proposals were received from 13 firms. One of the proposals received was submitted by a team made up of Grid Solar LLC ("Grid"), Strata Solar LLC ("Strata") and Elecnor Belco Electric, Inc. ("Elecnor"); and

WHEREAS, the proposal submitted by Grid/Strata/Elecnor indicated that the entity that would enter into a solar power purchase agreement and lease with the Authority would be Strata Solar LLC. In addition, the proposal detailed and promised the Authority that each team member would perform very specific roles; and

WHEREAS, based upon these representations and other information regarding the team, the proposal submitted by Grid/Strata/Elecnor received the highest rank by the evaluation panel; and

WHEREAS, on February 14, 2013, the San Diego County Regional Airport Authority ("Authority") Board adopted Resolution 2013-0017 that authorizing the President/ CEO to negotiate and execute a site lease agreement and solar power purchase agreement with "GRID Solar, LLC." ("GRID"); and

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WHEREAS, Resolution No. 2013-0017 contained a typographical error in that it did not correctly name the entity that submitted the proposal and to whom the PPA and lease, if successfully negotiated, must be awarded; and

WHEREAS, from February 2013 through September 6, 2013, Authority staff negotiated in good faith with the Grid/Strata/Elecnor team; and

WHEREAS, on September 6, 2013, Strata indicated that it would not continue to negotiate with the Authority due to issues it had with Grid; and

WHEREAS, on September 17, 2013, the Authority informed Grid, Strata and Elecnor that it could no longer continue to negotiate with a team different from the one that submitted the original proposal and could not execute an agreement with an entity that did not participate in the RFP process and that the Authority would issue a new RFP; and

WHEREAS, based upon the failure to successfully negotiate a solar power purchase agreement and site lease agreement with the Grid/Strata/Elecnor team, the Board hereby finds it is in the Authority's best interest to rescind Resolution No. 2013-0017; and

WHEREAS, the Authority is pursuing the implementation of solar energy on the roof of Terminal 2 West and a portion of the Terminal 2 parking lot, and

WHEREAS, the solar installation and Power Purchase Agreement is anticipated to save the Authority in the range of \$4 - \$9 million in utility costs over a 20 year period, and

WHEREAS, the solar installation and Power Purchase Agreement will assist the Authority in obtaining its United States Green Building Council Leadership in Energy and Environmental Design certification for the Green Build Project; and

WHEREAS, the selected firm, will design, install, operate, and maintain a solar photovoltaic ("PV") generating system at San Diego International Airport; and

WHEREAS, power will be provided to the Authority pursuant to a Solar Power Purchase Agreement where the Authority will purchase power generated at a fixed price over a term not-to-exceed 20 years; and

WHEREAS, on October 28, 2013, the Authority issued a new Request for Proposals ("RFP") soliciting proposals from qualified firms to provide a solar PV generating system; and

WHEREAS, on December 16, 2013, ten firms submitted proposals in response to the RFP; and

WHEREAS, the Authority evaluation panel ("Panel") was comprised of one representative each from Airport Design & Construction, Facilities Development, Facilities Management, and Financial Planning & Budget departments; one Vice President; and one representative from the Authority's Renewable Energy Consultant (Jacobs Engineering); and

WHEREAS, the Panel was convened on January 10, 2014, to review the 10 written proposals, to determine the Panel's highest scoring firms, and to invite five firms for interviews; and

WHEREAS, the firms were evaluated on the proposed system, fees, experience, system evaluation methodology, system products, plan for operations and maintenance, and small business preference, and

WHEREAS, on February 3 and 4, 2014, interviews were conducted and, following deliberation, the Panel determined that Borrego Solar Systems, Inc., was the best qualified firm to design, install, operate, and maintain a solar PV generating system.

NOW, THEREFORE, BE IT RESOLVED that the San Diego County Regional Airport Authority Board ("Board") hereby rescinds Resolution 2013-0017; and

BE IT FURTHER RESOLVED that the Board hereby awards a site lease to Borrego Solar Systems, Inc., and authorizes the President/CEO to negotiate and execute: (1) a site lease 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 ("SDIA"); 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 (Section 15301, Existing Facilities – Class 1 and Section 15303 – New Construction of Small Structures – Class 3) and a categorical exemption was prepared in accordance with the California Environmental Quality Act; 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 6th day of March, 2014, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

ITEM 14

**Site Lease Agreement and
Solar Power Agreement for a
Solar Photovoltaic
Generating System at San
Diego International Airport**



SDCRAA Board Meeting
March 6, 2014

Project History:

- The Airport's long term Utility Master Plan includes the use of solar generated power to help:
 - control the cost of electricity
 - reduce the Airport's carbon footprint
- This supplemental electrical power will be provided to the Airport Authority pursuant to a Solar Power Purchase Agreement ("PPA")
- Original RFP negotiations for a PPA were terminated in September 2013
- A new RFP was issued on October 28, 2013
- On December 16, 2013 ten proposals were received
- The Airport Authority's Evaluation Panel short-listed five qualified firms
- On February 3 and 4, 2014, the Evaluation Panel interviewed and ranked the five firms

Proposed Solar Implementation:

- The selected PPA firm will own, design, install, operate, and maintain a solar photovoltaic generating system. Power will be provided to the Airport Authority at a fixed price over a 20-year term
 - ✓ No capital is required by the Airport Authority to finance the system
 - ✓ No PV system maintenance is required by the Airport Authority
 - ✓ The Airport Authority only pays for power produced by the PV system
 - ✓ The cost of power is lower than the utility rates today and more so in the future
 - ✓ Excellent option for government entities to take advantage of tax incentives (PPA approach allows the LLC to monetize the incentives and pass the savings back to the purchaser)

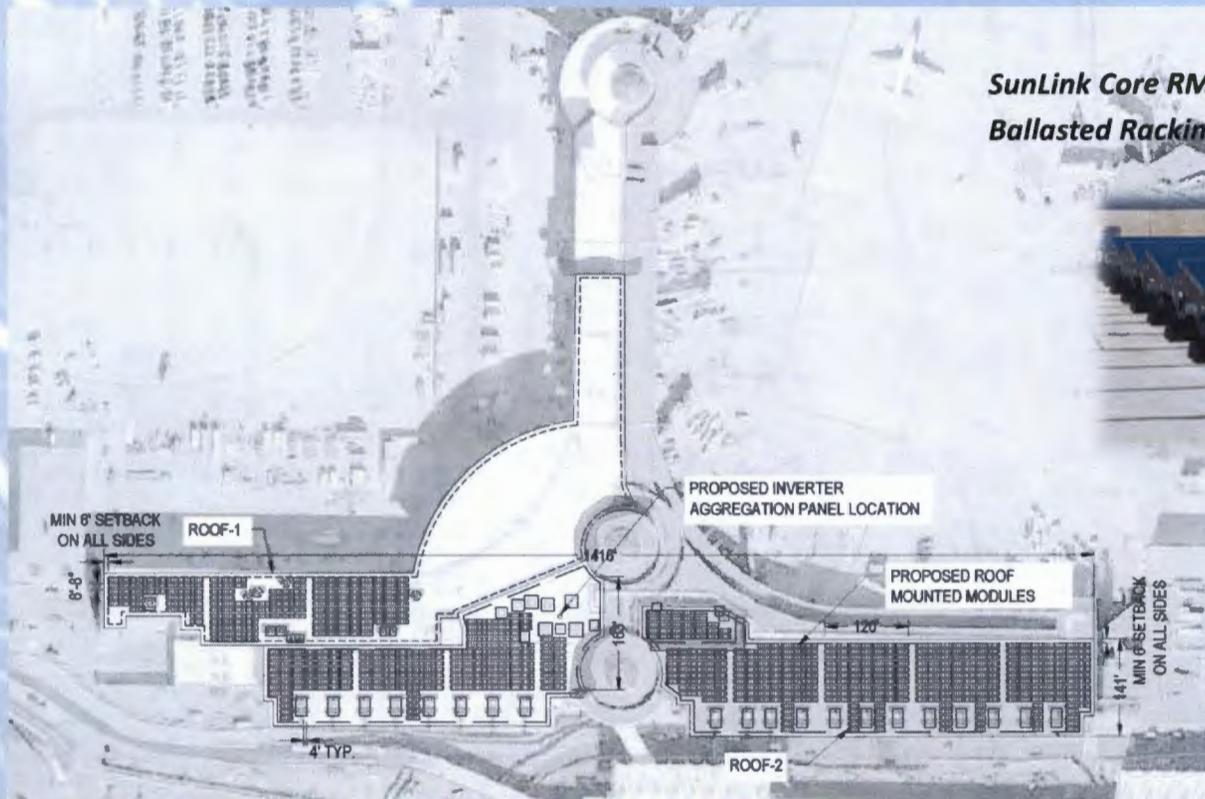
Proposed Solar Implementation Plan:

- There are three solar PV locations associated with this project that will generate a total of approximately three megawatts (100 million kWhs over 20 years)
 - ✓ Roof of the existing T2 west
 - ✓ Roof of T2 West Expansion
 - ✓ T2 West parking lot solar carport structure



Proposed Solar Implementation Plan:

- Typical roof installation (minimal penetrations)
 - ✓ Roof of the existing T2 west
 - ✓ Roof of T2 West Expansion
 - ✓ Ballasted, low-profile racking system



*SunLink Core RMS –
Ballasted Racking System*

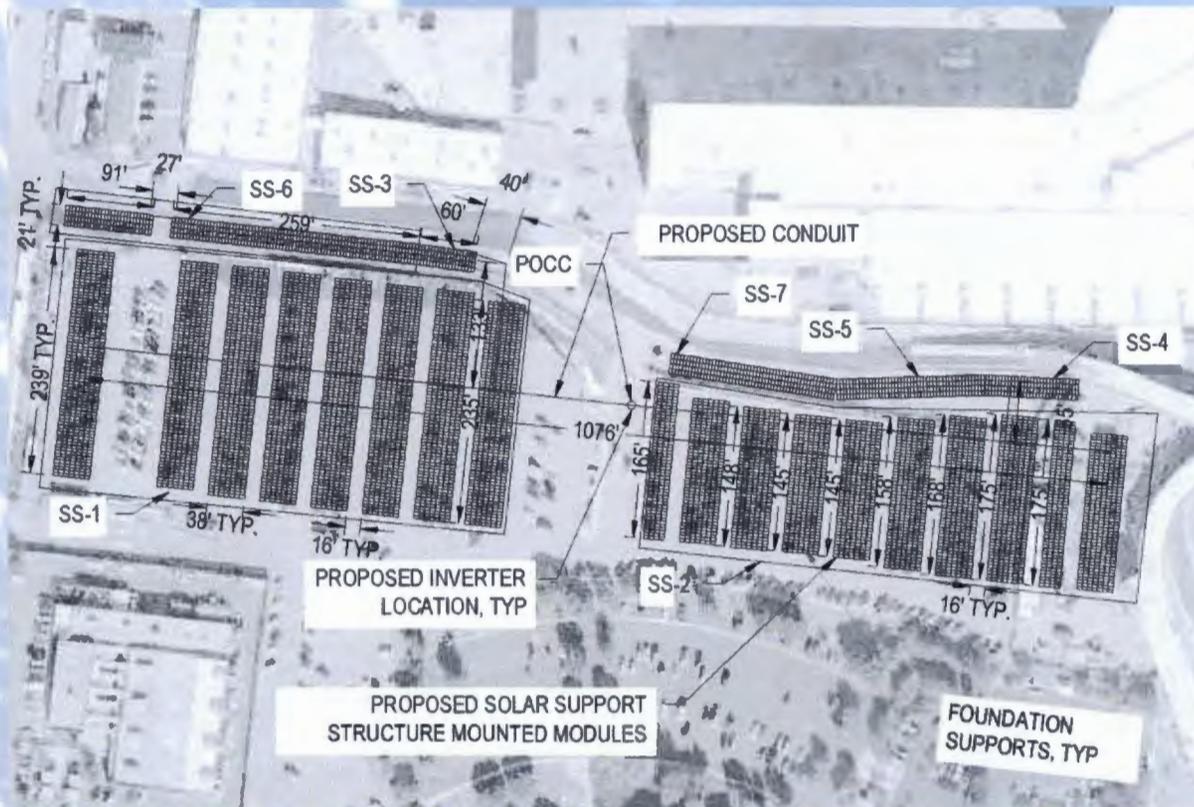


Proposed Solar Implementation Plan:

- Typical carport installation
 - ✓ T2West parking lot solar carport structure
 - ✓ "T" structure carport over parking bays
 - ✓ Drive aisles remain clear



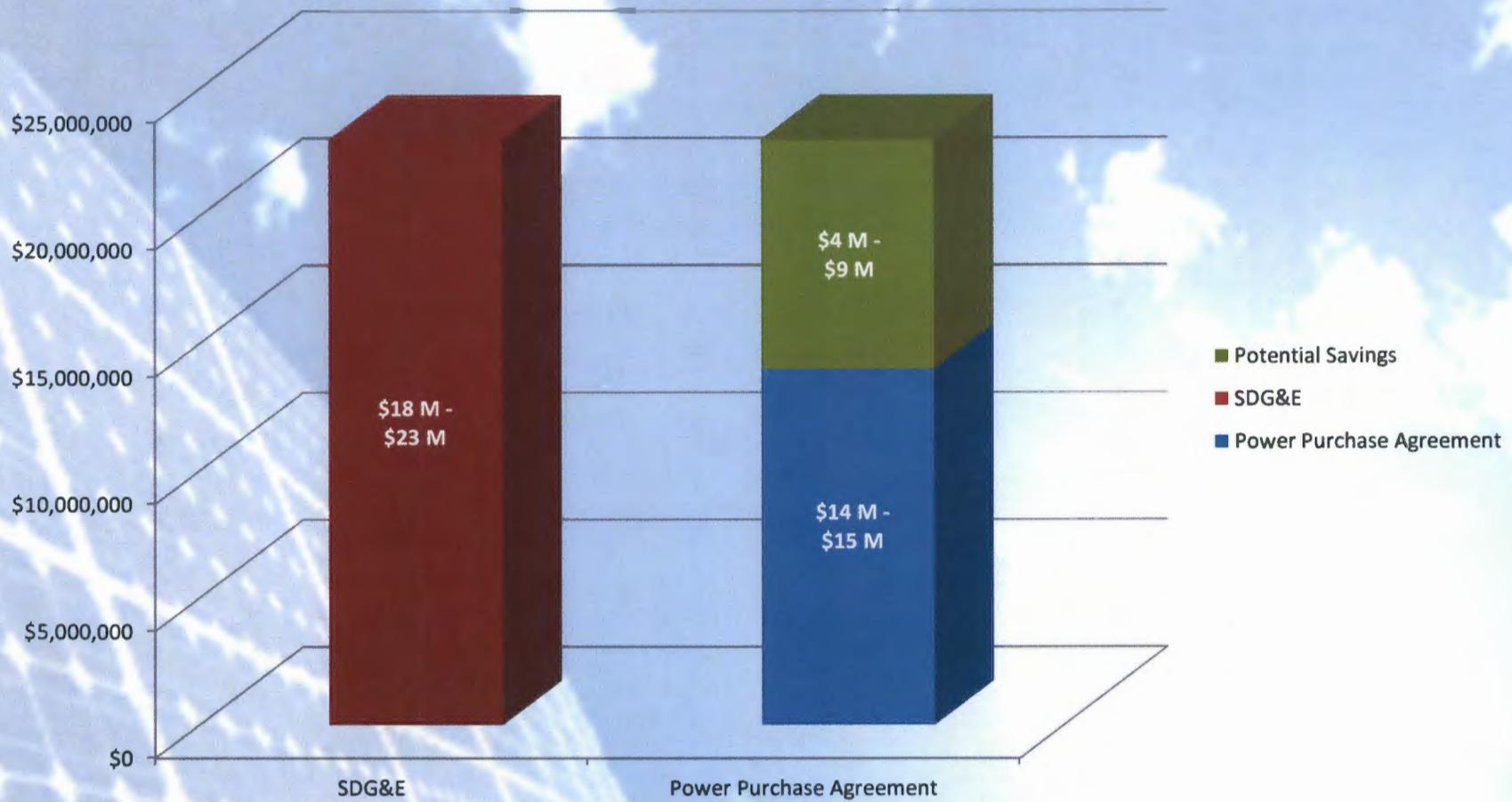
Typical T-structure Carport



Solar Generating System Proposal:

- Total cost for the solar generating system:
Not-to-Exceed \$15.0 million over 20 years
- At the end of the Power Purchase Agreement:
 - The system can be purchased by the Airport Authority;
 - The system can be removed at no cost to the Airport Authority; or
 - The Airport Authority can extend the Power Purchase Agreement

Solar Generating System Comparison:

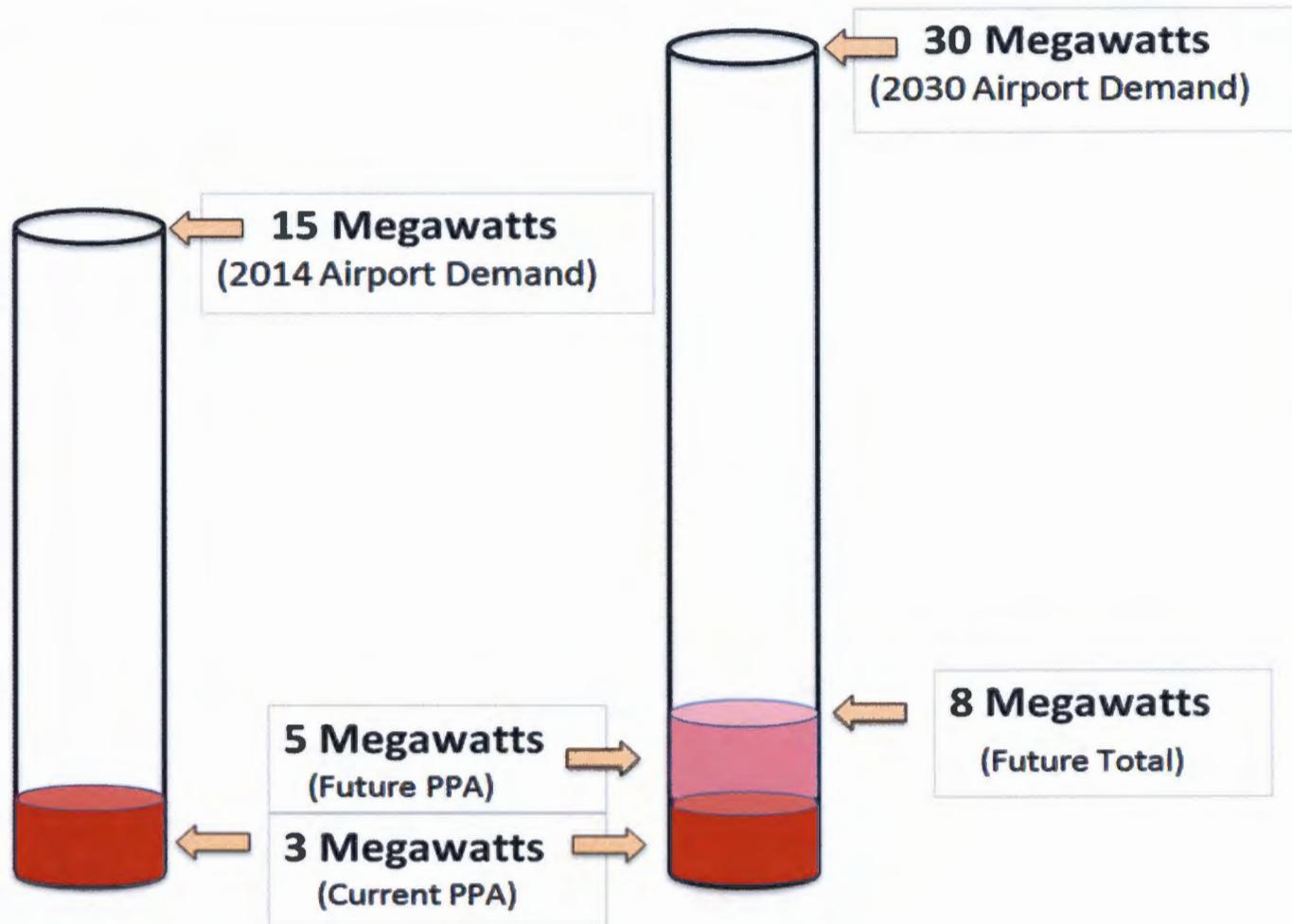


Borrego Solar Systems, Inc. – Recommended Firm

Team/Experience

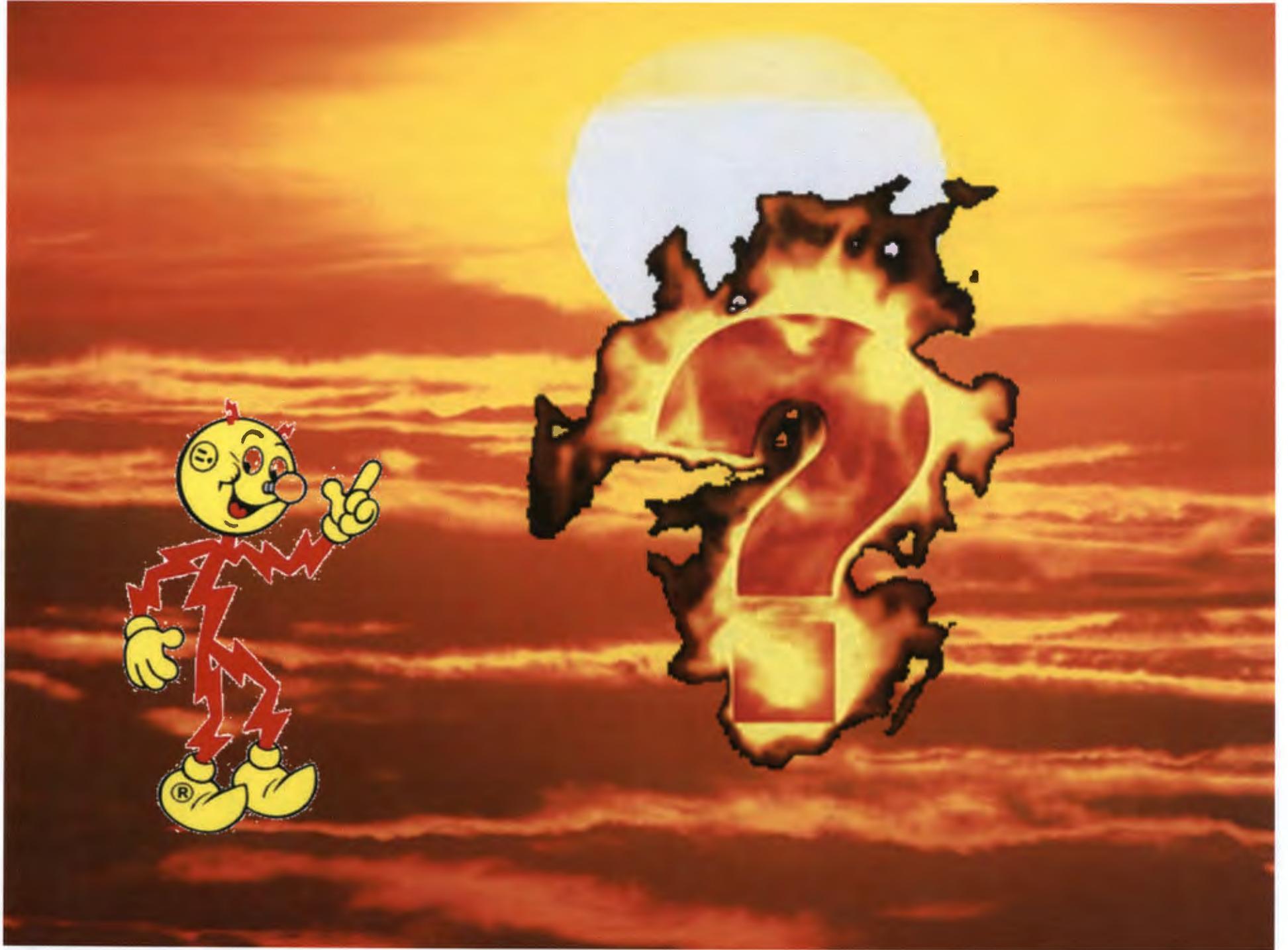
- **Borrego Solar Systems, Inc.**
 - Solar Developer
 - Found in 1980 and headquartered in San Diego
 - Over 250 commercial installations nationwide
 - 82 megawatts of capacity installed nationwide, 11.9 megawatts installed in San Diego County
- **Bergelectric Corporation**
 - Electrical Contractor
 - Founded in 1946 and based in Los Angeles
 - Extensive experience working at SDIA
- **West Coast Iron, Inc.**
 - Carport Canopy Steel Provider
 - Founded in 1988 with headquarters and fabrication shop in Spring Valley
 - Since 2007 has provided solar system support steel for over 50 projects

Present & Future Electricity Demand:



Solar PV Implementation Recommendation:

- Rescind Resolution 2013-0017 and approve and authorize the President/CEO to: (1) execute 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) negotiate and execute 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.





SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
16

Meeting Date: **MARCH 6, 2014**

Subject:

Update on Ground Transportation Operational Framework

Recommendation:

Receive the update.

Background/Justification:

The Airport's Ground Transportation (GT) services and the regulatory, structural and operational challenges associated with them are significant and complex. The 2014 Annual Ground Transportation Update therefore, is divided between the February and March 2014 Board meetings.

The February meeting reviewed critical structural and regulatory challenges:

- 1) Regulatory framework;
- 2) a Financial Overview, specifically the Vehicle Conversion Incentive-Based Program, Cost Allocation/Recovery and Commercial Vehicle Permit Fees;
- 3) Clean Vehicle Conversion Program;
- 4) California Attorney General Memorandum of Understanding (AG-MOU);
- 5) Alternative Fuel Vehicle (AFV)/Clean Air Vehicle (CAV) funding and grant availability;
- 6) Transportation Network Companies (TNCs); and
- 7) a Greater California Livery Association's (GCLA) Petition to the California Public Utilities Commission (PUC) restricting California airports rights to regulate/permit charter/limousine vehicles.

The March meeting discusses the Ground Transportation operational challenges:

- 1) Cost Recovery Program;
- 2) AFV/CAV Equipment and Fuel Availability;
- 3) Taxicab and Vehicle for Hire Memorandum of Agreement status;
- 4) Taxicab availability and passenger wait times;
- 5) Taxicab hold lot;
- 6) Electric Vehicle (EV) charging;
- 7) Passenger satisfaction with ground transportation services;
- 8) Vehicle safety/appearance;
- 9) Passenger wait times;
- 10) Taxicab permit transferability.

000106

11) Taxicab and Vehicle for Hire Business/Operational Models

The Airport's operational challenge of providing effective and efficient commercial vehicle services to our passengers is contingent on a number of complex factors as well as the successful development of interdependent relationships among various groups. This staff report outlines at a very high level, how commercial ground transportation operations are scheduled, coordinated, delivered, measured and managed.

Each year, the Ground Transportation Department issues, processes and oversees more than 1700 vehicles and 700 driver permits. The Department ensures compliance with commercial insurance requirements, vehicle registrations, regulatory licensing, ADA compliance, and payment of permit fee. This table summarizes the extent of the annual interactions that occur but does not take into account the time and resources required to accommodate permit changes and transfers, AFV/CAV conversions and the daily operation of a very dynamic ground transportation system.

MODE	VEHICLE PERMITS	DRIVER PERMITS
Taxicabs	325	516
SD Taxicab Assoc.	67	118
SD Transportation Assoc.	211	311
Independent Cab Owners Assoc.	47	87
Vehicles for Hire	134	228
SDCASA	44	60
Super Shuttle	75	155
Prime Time	15	13
Courtesy Vehicles	235	
Hotel	91	Not issued
Off-Airport Parking	59	Not issued
Rental Car Shuttle/Bus Vehicles	85	Not issued
Charter/Limo Vehicles	858	Not issued
Airport Passenger & Employee Shuttles	29	Parking Contractor
TOTAL	1722	

SDIA traveler satisfaction with commercial vehicle service promotes a positive public perception of the Authority and the ground transportation industry in San Diego. A positive perception strengthens community support for ground transportation improvement programs and offers a foundation for a more credible and cooperative relationship with the ground transportation providers. Over the past three years, the Authority has worked closely, openly and consistently with the Taxicab and Vehicle for Hire Memorandum of Agreement (MOA) consortiums to establish an operational relationship that enhances transportation services and increases each consortium's involvement with developing ground transportation policy and procedures.

The MOA parties signed the master agreement specifying their interrelated responsibilities and were fully aware that their relationship and responsibilities would develop over time. The MOA parties acknowledged at the time that it would be difficult to identify all of the processes, events and changing conditions associated with the complex operation of an international airport and the economic conditions in the San Diego region. It was expected that the MOA would be supplemented from time to time with addenda or amendments.

To fulfill its responsibilities, the Authority sought to enhance ground transportation services by working with the Industry to implement key performance improvements:

- Airport roadway and traffic safety improvements,
- Efficient commercial vehicle circulation and passenger access procedures,
- Vehicle driver/occupant mishap risk reduction programs,
- Airport ground transportation facility and support system upgrades,
- Communication equipment modernization and centralized data dissemination procedures,
- Taxicab availability, particularly during peak hours and late at night,
- Customer service programs designed to enhance the traveler experience through the landside airport environs,
- Improved ADA service, more convenient accommodations and increased traveling options for the disabled,
- Improved vehicle appearance and driver professionalism,
- Uniform compliance with SDIA Rules and Regulations governing commercial ground transportation operations, and
- Environmental leadership program implementation, particularly in air quality improvements and greenhouse gas emission reductions

The Authority recognizes it has the key role to play to improve timely communication, regulatory clarity, advanced coordination of new programs and emerging requirements and notification to operators on changes to conditions and major construction interference. A successful operational relationship with the Industry can result in long-term, sustainable performance improvements in the service areas listed above. Among other benefits, these improvements will increase traffic safety, alleviate congestion, reduce passenger delay and greatly enhance the travel experience at SDIA. The overall goal of the relationship is the movement of passengers efficiently, safely and in a cost effective manner with an emphasis on customer service.

SDIA Commercial Ground Transportation SWOT Analysis (Attachment A)

Airport staff and MOA representatives meet monthly to address needed ground transportation and commercial vehicle improvements as well as the actions necessary to facilitate those improvements. MOA representatives were asked to summarize the key industry or company strengths, weaknesses, opportunities and threats along with identifying stakeholder wants, options and a timetable for addressing those needs.

The Transportation Alliance Group (TAG) submitted input from SDCASA (Vehicle for Hire), the San Diego Transportation Association and Independent Cab Owners Association (Taxicab), Off Airport Parking operators (Courtesy Vehicles) and the Greater California Livery Association (Charter/Limousine) members. SuperShuttle and Prime Time Shuttle also submitted their SWOT analysis. The San Diego Taxi Association did not submit their remarks.

COST RECOVERY PROGRAM

Vehicle Conversion Incentive-Based Program

The Authority entered into a Memorandum of Understanding with the California Attorney General in May 2008 to address the reduction of Greenhouse Gas (GHG) emissions at SDIA. The AG-MOU outlines specific measures that the Authority committed to implement in order to limit and reduce GHG emissions. The AG-MOU included one element related to ground transportation: the establishment of a program/policy to replace shuttles at the end of their useful life with CAVs such as electric, hybrid and AFVs, including propane, Compressed Natural Gas (CNG) or biodiesel. After executing the AG-MOU, the Board expanded its program/policy to include all ground transportation modes, including charter/limousines, taxicabs, hotel/motel courtesy shuttles and off-airport parking courtesy shuttles in the Authority's Public Commercial Ground Transportation Vehicle Conversion Incentive-Based Program (Incentive Program).

The Board adopted the Incentive Program in March 2010. The goal of the Incentive Program is to convert 100% of the public commercial ground transportation vehicles (Commercial Vehicles) operating at the Airport to AFVs or CAVs by 2017. The Incentive Program includes financial incentives and disincentives that act together to encourage owners and operators to convert their vehicles. The incentive consists of specific annual percentage reductions in the Ground Transportation Schedule of Annual Permit/Trip Fees set by the Board. The percentage reduction in annual user fees and trip charges decreases over time as alternative fuel vehicles and infrastructure become more available.

The Incentive Program for taxicabs was modified by the Board in May 2012 to replace the reduced user trip fee Incentive Program for taxicab AFVs and CAVs with a cash-based incentive program and lasting through FY2016. The amount of incentive payments and permit fee waivers for taxicabs is estimated to equal the amount of the discount that would have been received under the original incentive program. For FY2012, this amounted to \$235,000 (119 vehicles) and in FY2013 the amount was \$236,250 (149 vehicles). In 2014 the projected amount will be \$230,000 (152 vehicles).

At its July 2012 meeting, the Board by Resolution 2012-0084, temporarily deferred the 25% disincentives for not purchasing an AFV for all commercial vehicle mode types until September 2012. At its October 2012 meeting, the Board, by Resolution 2012-0114, deferred its disincentives for not purchasing an AFV/CAV for all commercial mode types until FY15. Additionally, the Resolution modified the FY13 and FY14 incentives from 75% to 50%, respectively, to 100% for both years.

The Vehicle Conversion Incentive-Based Program FY13- FY17 for all modes is as follows:

All Transportation Modes except Taxicabs (Incentives)	
Fiscal Year 2013	100% Reduced User Fees
Fiscal Year 2014	100% Reduced User Fees
Fiscal Year 2015	25% Reduced User Fees
Fiscal Year 2016	10% Reduced User Fees
Fiscal Year 2017	0% Reduced User Fees
Fiscal Year 2018	0% Reduced User Fees
All Transportation Modes except Taxicabs (Disincentives)	
Fiscal Year 2013	0% Increased User Fees
Fiscal Year 2014	0% Increased User Fees
Fiscal Year 2015	75% Increased User Fees
Fiscal Year 2016	100% Increased User Fees
Fiscal Year 2017	150% Increased User Fees
Fiscal Year 2018	200% Increased User Fees
Taxicabs	
Fiscal Year 2013	25% Increase in ground transportation permit/trip fees
Fiscal Year 2014	50% Increase in ground transportation permit/trip fees
Fiscal Year 2015	75% increase in ground transportation permit/trip fees
Fiscal Year 2016	100% increase in ground transportation permit/trip fees
Fiscal Year 2017	150% increase in ground transportation permit/trip fees
Fiscal Year 2018	200% increase in ground transportation permit/trip fees

Cost Allocation/Recovery

Commercial ground transportation fees have generally been based on cost recovery. Cost Recovery is based on actual costs from the most recent completed fiscal year (2012) which are allocated to each Ground Transportation Mode based on:

- 1) Customer Service Representative (CSR) costs which are allocated to the benefitted users (Taxicabs, SuperShuttle, San Diego County Airport Shuttle Association (SDCASA) and PrimeTime/First Class Shuttle);
- 2) Taxicab Hold Lot costs (trip coupon distribution) allocated to taxicabs;
- 3) All other costs which are allocated to each mode based upon its respective share of total annual trips.

Generally, the actual costs recovered include direct ground transportation costs, an allocation of general and administrative costs associated with the direct costs and depreciation of ground transportation assets (e.g., roadways). Beginning in FY17, identifiable Automated Vehicle Identification (AVI) costs will be spread to all vehicles carrying an AVI transponder. Currently all taxicabs, vehicles for hire, rental car buses, and off-airport parking and hotel/motel shuttles have installed AVI transponders. Limousines and charter party carriers currently do not have AVI transponders installed.

Commercial Vehicle Permit Fees

The Commercial Vehicle Permit Fee payment schedule highlights the projected taxicab trip fees as well as the commercial vehicle permit fees for alternative fuel and clean air vehicles through FY17. The FY15-FY17 taxicab meter fee is set to be \$2.00; however, non-AFV taxicabs will incur premiums in FY15 of 75%, FY16 of 100%, and FY17 of 150%, causing the trip fee charged to drivers to be \$3.50, \$4.00 and \$5.00, respectively. Trip fees are paid in advance by the taxicab driver with the trip fee coupon collected by the Customer Service Representative as the taxi exits the hold lot. Trip fees are paid by the driver regardless of whether it is a leased or owner-operated cab.

The specific means of permit fee payment was selected by each mode.

Commercial Vehicle Permit Fee payment schedule

Mode	FY15 Budgeted Fees			FY16 Estimated Fees			FY17 Estimated Fees	
	Base Fee	Includes AFV ¹ 25% Discount	Includes Non AFV 75% Premium	Base Fee	Includes AFV 10% Discount	Includes Non AFV 100% Premium	Base Fee No Disc. for AFV	Includes Non AFV 150% Premium
Taxi Cab Trip Fee²	\$ 2.00	\$ 2.00	\$ 3.50	\$ 2.00	\$ 2.00	\$ 4.00	\$ 2.00	\$ 5.00
Taxi Cab "All Day" Permit²	\$ 475	\$ - ³	\$ 832	\$ 2,052	\$ 1,047	\$ 4,104	\$ 2,847	\$ 7,118
Supershuttle	\$ 992	\$ 744	\$ 1,736	\$ 1,257	\$ 1,131	\$ 2,513	\$ 1,428	\$ 3,570
SDCASA/Primetime Shuttles	\$6,181	\$ 4,636	\$10,816	\$ 6,586	\$ 5,927	\$ 13,172	\$ 7,012	\$ 17,530
Limousines	\$ 131	\$ 98	\$ 230	\$ 170	\$ 153	\$ 340	\$ 185	\$ 462
Hotel/Motel	\$2,010	\$ 1,508	\$ 3,518	\$ 2,601	\$ 2,341	\$ 5,202	\$ 2,977	\$ 7,442
Off Airport Parking	\$5,805	\$ 4,353	\$10,158	\$ 7,511	\$ 6,760	\$ 15,023	\$ 8,596	\$ 21,489

¹AFV refers to Alternative Fuel Vehicles

² Taxi Cabs with only "A" and "B" permits also have a trip fee of \$2.00 but permit fees are 50% of "All Day" permit fees.

³ Permit Fee reductions according to AFV Taxi Cab conversion incentive fully offsets permit fee for FY14 and FY15. In FY16 there is an \$800 maximum reduction in the permit as per the AFV Taxi Cab conversion incentive. Converted "All Day" Cabs also receive a cash incentive payment of \$2,000 in FY14 and \$500 in FY15. ("A" and "B" permits receive 50% of this cash incentive).

⁴ The FY15-FY17 meter fees is projected to be \$2.00, however, Non-AFV Taxi Cabs will incur premiums in FY15 of 75%, FY16 of 100% and FY17 of 150% causing the trip fee charged to drivers to be \$3.50, \$4.00, and \$5.00

OPERATIONAL CHALLENGESAlternative Fuel Vehicle (AFV)/Clean Air Vehicle (CAV) Equipment and Fuel Availability

An "alternative fuel vehicle" is specifically defined in the MOU (Section 2.a.i) as "a vehicle that runs on an energy source, fuel or blend of fuels that achieves a reduction of at least 10 percent carbon intensity relative to petroleum fuel (as contained in Governor Schwarzenegger's Executive Order S-01-07)." The Authority also allows a "Clean Air Vehicle" to qualify as an "alternative fuel vehicle" (AFV). A Clean Air Vehicle (CAV) would meet the criteria for a low-emission vehicle as defined in the California Vehicle Code §5205.5, Low Emission Vehicle Identification for High-Occupancy Vehicle Lane Use.

000111

The number and variety of factory-ready compressed natural gas (CNG) vehicles and conversion-eligible CNG vehicles available for shuttle vans is increasing. The majority of light- and medium-duty CNG vehicles operating around California today are the result of a conversion process or retrofit performed by qualified installers utilizing certified after-market kits manufactured by a variety of reputable companies. In order to convert gasoline or diesel vehicles to operate on an alternative fuel, the owner/operator must ensure that the alternative fuel retrofit systems have been certified by the California Air Resources Board (CARB).

Today, there are two types of CNG fuel systems available:

- Dedicated vehicles or conversions that run solely on CNG and normally have a fuel capacity equal to or larger than the original gasoline or diesel tank.
- Bi-fuel vehicles that have the ability to run on either CNG or gasoline/diesel. These bi-fuel vehicles typically retain their original gasoline/diesel tank and are retrofitted with an additional, smaller-capacity CNG tank.

There are two types of plug-in electric vehicles (PEVs) - battery electric vehicles (BEVs) and plug-in hybrid electric vehicles (PHEVs). BEVs run on electricity stored in batteries and have an electric motor rather than a gasoline engine. Plug-in hybrid electric vehicles, or PHEVs, are also an option for the commercial market. Although they are not pure ZEVs, PHEVs do have many benefits. There are two types of PHEVs on the market. Both have a battery pack that is recharged by plugging into a source of electricity (wall outlet, solar panels) as well as an internal combustion engine that is refueled with gasoline. One PHEV-type operates only on battery power until the engine is needed to provide energy to the batteries. The other PHEV-type operates on a mix of battery and engine power. Both PHEVs provide all-electric range as well as improved fuel economy over conventional vehicles.

Hydrogen fuel cell vehicles are zero emission and run on compressed hydrogen fed into a fuel cell "stack" that produces electricity to power the vehicle. A fuel cell can be used in combination with an electric motor to drive a vehicle – quietly, powerfully and cleanly. Most automakers have placed fuel cell vehicles with customers, and many plan to introduce fuel cell vehicles to the commercial market around 2015. Transit agencies have been operating fuel cell buses in revenue service and are moving to next-generation technology. By 2017, automakers expect to place tens of thousands of fuel cell vehicles in the hands of California consumers. As the number of fuel cell vehicles in California increases over the next 5-10 years, California is also working hard to make sure hydrogen is easily available to the drivers.

The approved list of alternative fuel and clean air vehicles (shuttles and automobiles) is found in the CCSE Clean Vehicle Conversion Program Report (Attachment B).

The California Air Resources Board (CARB) adopts standards for vehicular liquefied petroleum gas and other alternative fuels sold commercially in California for motor vehicle use and for fuel used in certification testing of new motor vehicles. The most current and available AFV/CAV fuels are:

1. Compressed Natural Gas (CNG) is a gasoline and diesel fuel alternative consisting primarily of methane. The gas is associated with other fossil fuels (coal or oil) and is created by methanogenic organisms in landfills. CNG fueling facilities are primarily located along the I5 corridor.
2. Liquefied petroleum gas, also referred to as LPG or propane, is a flammable mixture of hydrocarbon gases predominantly composed of propane and butane. LPG is typically obtained through the refinement process of petroleum products or during the separation processing of natural gas sources. At atmospheric pressures and temperatures, LPG will evaporate and therefore is stored in pressurized steel tanks. As a motor vehicle fuel, LPG is composed primarily of propane with varying butane percentages to adjust for the vaporization pressure. Retail and commercial propane fueling stations are becoming more common throughout the county.
3. Biodiesel / Renewable Diesel is made from a diverse mix of feed stocks including recycled cooking oil, soybean oil, and animal fats. It is the first and only EPA-designated Advanced Biofuel in commercial-scale production. With the advent of the policies that incent or require ADFs, such as the federal Renewable Fuel Standard and the California Low Carbon Fuel Standard, there is a clear need to provide a pathway for emerging ADFs to enter the California market. Under the proposed ADF regulation, biodiesel is considered the first alternative diesel fuel but as of yet, is not sold at the retail level.
4. Electric-Fast chargers, which can charge car batteries in as little as 30 minutes, make up about 3 percent of the more than 12,000 public chargers now available in the U.S. The first public EV charging station in the United States that supports all models of electric vehicles has opened in San Diego. It can charge the batteries of cars that operate on any of the three existing connection systems. The charging stations feature both Level 2 and direct current (DC) fast charge connectors (Level3). Both are direct-current quick-charging systems designed to charge an EV's battery to 80 percent in about 20 minutes.
5. Hydrogen-Fuel Cell Electric Vehicles (FCEVs) are zero emission and run on compressed hydrogen fed into a fuel cell "stack" that produces electricity to power the vehicle. Fuel cell vehicles are being developed with levels of safety, comfort, and cost comparable to those of a conventional vehicles. Hydrogen is a domestic fuel produced from natural gas, water and biogas. There are however at the present time, no commercially available hydrogen stations in San Diego County although several are planned in the next two years.

Taxicab and Vehicle for Hire Memorandum of Agreement

Airport Staff and MOA Consortium representatives began discussions in June 2011 to identify and improve ground transportation shortfalls and deficiencies and to institute appropriate action plans. Highlighted MOA performance improvements include:

Complete

- Periodic vehicle inspections performed by Authority and regulating agencies
- Monthly meetings with an agreed-upon-agenda for taxicab consortium members.
- Mandatory driver training programs
- Required electronic collection of fares
- Scheduled meetings with drivers to field questions and promote working relationships and communication

Ongoing

- Reduction of passenger wait times and improved taxicab availability
- Greenhouse Gas reductions and vehicle conversions
- Vehicle appearance and safety compliance; driver professionalism and courtesy
- Specific performance measures, operational improvements and solutions to ongoing airport ground transportation system shortfalls
- Seeking out AFV/CAV Funding and Grant Opportunities

Attachment C summarizes the status of each party's responsibilities and actions taken.

Taxicab Availability

Needed investments in GT technology have been made to update and upgrade equipment hardware and software that is needed to 1) make more effective and efficient use of the airport's commercial vehicle services; 2) better monitor commercial vehicle trips and airport use; 3) allow more efficient collection of trip and permit fees; 4) provide better circulation and movement of commercial vehicles from staging to passenger pickup to improve customer service; 5) process vehicle and driver permit applications, permit renewals and transfers more efficiently; and 6) better enforce airport rules and regulations.

- Phase I: scheduled for completion in CY14 includes
 - A more reliable and accurate taxicab and shuttle automated vehicle identification (AVI) system; important to ensure appropriate supply, authorized vehicle and airport usage.
 - An automated dispatch system to allocate and assign taxicabs and shuttles to curbside in a more timely fashion. This system automatically tracks a taxicab's entry into the hold lot, interfaces with the trip coupon system to ensure the trip fee is paid and then dispatches the taxicab using a large screen video display to the appropriate terminal. Real time dispatching using this automated system provides quicker response to the terminals and better data to understand taxicab demand;

- An automated trip coupon system to collect and record taxicab trip fees rather than the paper system currently in use. This system allows electronic transfer of funds and better tracking of the trips;
 - An upgrade to the Commercial Vehicle and Driver Management System (back office) software to provide better data collection and management reporting for Ground Transportation staff;
 - Installation of a self-permitting system to allow vehicle owners and drivers the ability to apply and renew permits online.
- Phase II: planned completion in CY15 includes
 - Development, testing and implementation of a "real time" taxicab demand forecast model to replace the current scheduling system; this system will incorporate driver/vehicle availability along with flight information and events which impact taxicab supply and demand.
 - Voice/Text notification system that alerts taxicab radio services and GT management of taxicab issues and shortages and also alerts code compliance officers of taxicabs that may be on premises without approval;
 - An Intelligent Queue Management System (IQMS) that monitors, responds to and/or predicts passenger wait times that exceed the designated wait-time standard or threshold.

Taxi Hold Lot

Site assessment, traffic analysis and the business case development are underway to identify and evaluate whether a more suitable location for the airport's taxicabs and shuttles can be provided. To date, the evaluation has found:

- The current taxicab Hold Lot, located on the southwest side of Harbor Drive, across from the airport is undersized (approx. 125 spaces) and lacks the facilities and technology needed to effectively and efficiently dispatch taxicabs to the terminals. This undersized location impedes the Airport's ability to stage a sufficient number of taxicabs at certain times to accommodate passenger demand. On certain nights, airport taxicabs need to find alternative locations to stage because there is insufficient hold lot space. Additionally, the current technology tends to slow taxicab dispatching and curbside arrivals.
- Several alternative locations are under review. Any selected location would have to be approximately 50-75% larger than the existing site to allow for needed capacity as well as be conveniently located to have better access to airport entrances and roadways. The site would also have to accommodate newer facilities and the technology upgrades currently in the final planning stages.
- The selected site would also have to consider impact on Harbor Drive traffic patterns and airport circulation roadways.

Electric Vehicle (EV) Charging

In November 2013, the Airport introduced two new EV charging technologies to our customers. In the T2 parking lot, 20 ChargePoint chargers were brought on line to offer electric vehicle charging to our parking customers. ChargePoint® is the largest and most open network of independently owned charging stations in the world. ChargePoint provides everything station owners need to deliver turnkey charging services in their parking lots. For drivers, ChargePoint provides state of the art features including the ability to locate, reserve and navigate to unoccupied charging stations with online tools and mobile applications for iPhone and Android. ChargePoint allows the Airport to manage stations remotely using intuitive Web-based dashboards. The software can use ChargePoint to track station usage and energy costs, set pricing, process payments and deliver 24x7 driver support.



James Murray
@JmsMurray

[@EnvisionSolar](#) I felt productive waiting for the flight arrival and charging my Cmax Energi at the same time. Thanks Envision Solar.

1:23 PM - 6 Dec 2013

1 FAVORITE

Brandon Hilpert
@brandonsd

Pretty cool solar new #EV charging spot for free @SanDiegoAirport cell phone lot. 2 week trial. Limited time offer. solarnovus.com/envision-solar...

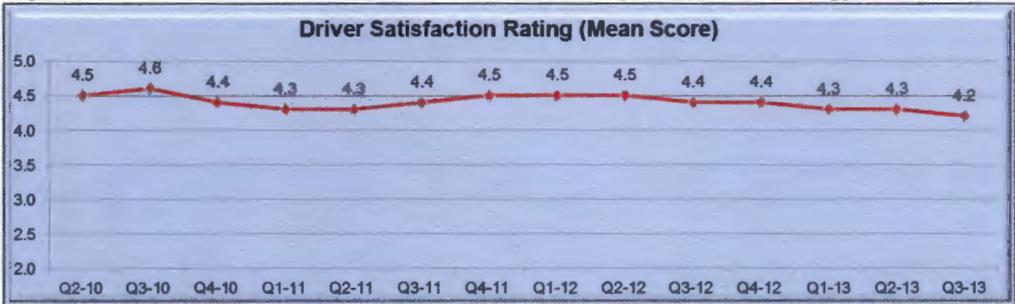
Also, in November, the Airport hosted a pilot of the Envision EV ARC™ (Electric Vehicle Autonomous Renewable Charger), a self-contained, fully mobile, fully renewable electric vehicle charging station. The EV ARC allows drivers to “drive on sunshine” a new and different experience for American motorists. The Airport’s pilot station was placed in the cell phone lot to provide a quick charge to electric vehicles waiting to pick up passengers.

These new electric vehicle charging technologies have shown their commercial applicability and consumer interest. These technologies have garnered interest and are gaining support in the commercial vehicle transportation modes as well. EV charging is currently available in the T2 parking lot for charter party carriers. Those having EV capability are able to charge while waiting for their customers to arrive. There is also a growing interest in electric vehicle use in the commercial taxi cab business as well. Toyota is currently marketing a totally electric vehicle that would have the space and range needed for the taxicab industry.

Ground Transportation passenger satisfaction

All permitted taxicab and shuttle van drivers are required to successfully complete a 3 hr. customer service program for 1) communication and courtesy; 2) defensive driving; and 3) Airport Rules and Regulations. This program reinforces the Airport's commitment to ensuring a safe and enjoyable taxicab or shuttle experience. The program is offered by the industry with trained personnel and monitored by Airport staff. SuperShuttle and Prime Time conduct their own driver training. Satisfaction scores are collected by the Airport, SuperShuttle and Prime Time Shuttle at periodic intervals:

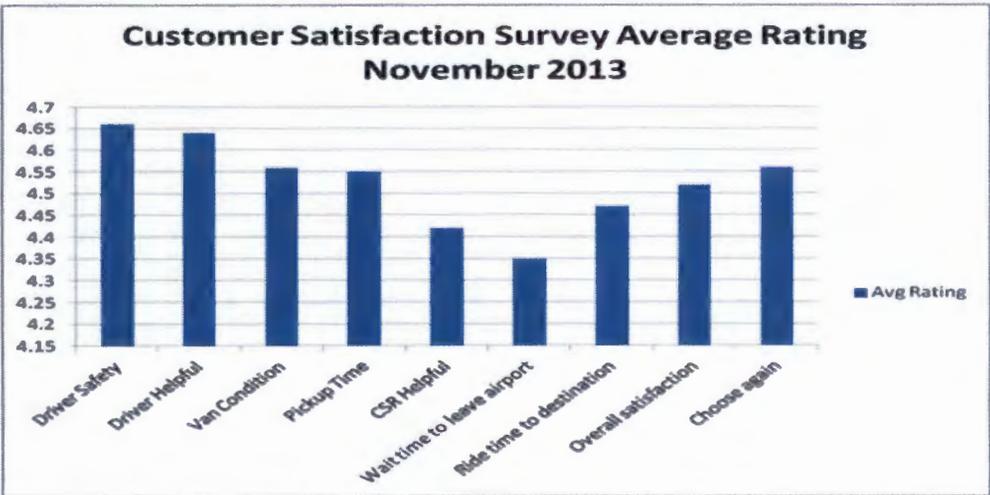
Airport Commercial Vehicle Driver Satisfaction Score (Phoenix Marketing)



Customer Satisfaction Scores (Prime Time Shuttle/First Class Transportation)

2012	Customer Service	2013	Customer Service
January	4.4	January	4.2
February	4.4	February	4.3
March		March	4.6
April	4.3	April	4.3
May		May	4.5
June		June	4.6
July	4.2	July	4.3
August	4.7	August	4.7
September		September	4.4
October	4.4	October	4.4
November	3.9	November	4.2
December	4.4	December	4.4

Customer Satisfaction Score (SuperShuttle)



Vehicle Safety and Appearance

Airport Enforcement inspections (Monthly results)

Airport Traffic Officers conduct random inspections of taxicabs and vehicles for hire (shuttles). The inspections evaluate 1) brakes & tires; 2) door/trunk operation; 3) lights; 4) exterior appearance; 5) driver appearance; and 6) interior appearance. These inspections are conducted primarily in the taxicab and shuttle hold lot but drivers and vehicles may also be issued Notices of Violation while staging on the terminal transit islands.

Multi-agency inspections (September and October 2013)

In September and October 2013, the Authority in conjunction with several other local, county and state regulatory agencies conducted unannounced inspections of taxicabs and vehicles for hire (shuttles) as they entered the hold lot facility. Airport Authority Traffic Officers and other staff worked closely with the California Public Utilities Commission and the California Highway Patrol to inspect arriving shuttles for both vehicle safety and driver regulation compliance. Airport Authority Traffic Officers and staff worked closely with the Metropolitan Transit System, San Diego County Weights and Measures and the San Diego County Sheriff's Department.

Inspection results are summarized and reviewed with the respective MOA group each month. Overall, they were considered good, but with improvements possible.

The Authority enforcement and multi-agency inspections results:

	Vehicle Appearance/Condition				Vehicle Appearance/Safety			
	January- December 2013 (Random)				September 2013 (Mandatory)			
	Inspections	NOVs	Opps.	%	Inspections	NOVs	Opps.	%
ICOA	126	30	6048	0.5%	7	5	240	2.1%
SDTA- Taxi	182	43	8736	0.5%	6	4	288	1.4%
SDTA- Trans	168	80	8064	1.0%	19	13	912	1.4%
					October 2013			
SuperShuttle	247	73	11362	0.6%	15	11	690	1.6%
SD CASA	74	12	3404	0.4%	21	18	966	1.9%
First Class Shuttle	5	2	230	0.9%	1	1	46	2.2%

Passenger Wait times

Passenger wait times continue to be monitored and assessed immediately. A reporting system has been implemented so customer wait times exceeding 10 minutes are recorded and evaluated. Taxicab and Shuttle Van operators are well informed about large-scale events and other factors that may impact the customer service levels. Taxicab schedules will be adjusted as needed to reflect more accurately expected passenger increases.

Passenger wait times and taxicab availability continue to improve under normal conditions. Better communication and faster notification with the cab services has helped in the past few months reduce the passenger inconvenience and improve overall satisfaction. The Taxicab consortiums have taken additional steps to better utilize their cabs for improved responsiveness to late flights and higher than expected convention demand.

Taxicab permit transferability

Authority Code § 9.19 (b) for taxicabs states "In the event the Board exercises its discretion to issue Ground Transportation Service Permits for taxicabs ("Taxicab Permits") for any subsequent period after June 30, 2014, the holder of any Taxicab Permit no longer wishing to operate under said Taxicab Permit must do one of the following:

- (i) Return the Taxicab Permit to the Authority; or
- (ii) Transfer the Taxicab Permit to an Authority-approved recipient ("Transferee") and
 - a. Pay the Authority a one-time transfer fee of \$3,000, and
 - b. Secure the prior written consent of the President/CEO, and
 - c. Advise the Transferee in a writing approved by the Authority that the Taxicab Permit is no longer transferrable and must be returned to the Authority if the Transferee no longer wishes to operate under the Taxicab Permit.

Taxicab and Vehicle for Hire Business/Operational Models

The Airport has used a consortium model (open/limited) system to allow a specified number of airport taxicab and shuttle permits assigned to designated licensed (MTS and PUC) vehicles. In March/April 2011, taxicab and shuttle van operators representing driver and owners currently providing service to the Airport signed on to one of three consortiums. The three (3) taxicab consortiums were the San Diego Transportation Association, San Diego Taxi Association, and the Independent Cab Owners Association. Three (3) consortiums – San Diego County Airport Shuttle Association, SuperShuttle and Prime Time/First Class Transportation – now represent all airport shuttle providers.

For three years, the consortiums have met monthly with Authority staff to identify and implement programs and actions to comply with the responsibilities outline in their Memorandum of Agreement (MOA). The consortium's efforts have been moderately effective with improvements to communication between the industry and the Authority, driver customer service training and personal appearance, vehicle appearance and condition, a cost recovery methodology, feedback regarding Customer Service Representatives (CSR) and overall, a more credible and trusting relationship with the Authority.

Consortium MOAs are set to expire on:

San Diego Transportation Association	April 2014
San Diego Taxi Association	May 2014
Independent Cab Owners Association	August 2015
San Diego County Airport Shuttle Association	April 2014
SuperShuttle	April 2014
Prime Time/First Class Transportation	May 2014

Work still remains to address the issues with taxicab availability, taxicab and shuttle van fleet conversions, operational improvements and uniform compliance with the Airport's Rules and Regulations.

Alternative Business/Operational Model

According to a Airport Ground Transportation Association (AGTA) 2012 Airport Ground Transportation Fees and Fares Survey Summary 54% of airport respondents have an open/limited entry taxicab system while 46% of airport respondents have a closed/restricted entry taxicab system. Large hub airports at Boston, San Francisco, Minneapolis/St. Paul, and Oakland continue to employ an open or limited system of taxicab and shuttle van access to their airports. Baltimore/Washington, Metro Washington D.C. and Seattle/Tacoma are using the closed/restricted system. Honolulu at one time used a not for profit administrative and dispatch service while Phoenix/Sky Harbor uses a city-run concession taxicab model.

A recent San Diego International Airport Ground Transportation Peer Review along with other research revealed both favorable and unfavorable system attributes associated with taxicab and shuttle operational models. Concession and Consortium advantages and disadvantages are outlined within the presentation. Any concession arrangements and ultimately any final agreements, often take several years to bring to fruition. Political, legal, business and community communications and negotiations are generally difficult and time consuming including but not limited to trying to ensure each stakeholder, constituent and business partner are confident in the review process and the business selection.

From the customer perspective, concession models are seen by some as a way to enhance vehicle consistency, driver professionalism, and desired service levels. Concession agreements can also set up two classes of vehicles and drivers (city and airport) and add confusion with different regulators and possibly different regulations. As with consortium agreements, taxicab and shuttle concession arrangements will continue to need legitimate Airport management and control measures in place to ensure compliance with the terms and conditions.

Several options exist for continual improvement of the ground transportation services:

1. Continue to work with MOA consortiums extending the current agreement and developing a more comprehensive set of guidelines and key responsibilities. Evaluate current taxi/shuttle service procedures and relationships to identify areas for improvement.
2. Revise the existing consortium MOA with fewer, but more specific and measurable performance measures and targets; expand the number of available vehicles/drivers (permits) within the consortium; continue to work on low tech/low investment ways to improve service.
3. Increase/enhance the investment in technology and compliance personnel (e.g. Taxicab dispatch/CSR Airport employees) to better manage (and optimize) the Airport's taxicab fleet; hold each owner/driver accountable for customer service standards, taxicab availability; continue to apply the current Authority's Vehicle Conversion Incentive-Based Programs.
4. Move forward towards procuring one/multiple companies or organizations as an airport concessions. Adopt a Board Policy approving the concession policies and developing the desired requirements and expectations.

Staff Recommendations

1. Business/Operational Model

A strong collaborative business relationship with the ground transportation service industry is important to the Airport, its passengers and the service providers. Over the last three years the work put forth by Authority staff, industry representatives and other interested stakeholders has resulted in improvements and a mutually cooperative environment.

Therefore staff recommends the MOA arrangement be extended another year and increase/enhance the investment in technology and compliance personnel (e.g. Taxicab dispatch/CSR Airport employees) to better manage and optimize the Airport's taxi fleet; and continue to work with MOA consortiums allowing the current agreement to develop a more updated set of guidelines and key responsibilities. Evaluate current taxicab/shuttle service procedures, performance and relationships to identify areas for improvement (annually). Refine the data collection and reporting methods.

2. GCLA Petition to the CA Public Utilities Commission (PUC)

Continue to work with the California Airports Council to ensure airport regulatory requirements for Charters and Limousines are maintained and/or enhanced and the PUC does not diminish airport regulatory oversight. Staff considers this necessary to ensure continuing airport oversight and consistency with existing PUC regulations. Further, the PUC has no authority over airports and cannot amend state statute (PUC Code Section 21690.5-9).

3. Post 2017 Vehicle Conversion
Maintain the current CY2017 conversion objectives, fees and dates.

Fiscal Impact:

There is no additional fiscal 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: This Board presentation 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:

DAVID BOENITZ
DIRECTOR, GROUND TRANSPORTATION



December 19, 2013

Mr. David Boenitz
Director, Ground Transportation
San Diego County Regional Airport Authority
P.O. Box 82776
San Diego, CA 92138

VIA E-MAIL

Dear Mr. Boenitz:

The Transportation Alliance Group is pleased to submit initial responses for the Airport 5 Year Ground Transportation Plan. These responses are for the following members:

- VEHICLE-FOR-HIRE San Diego County Airport Shuttle Association
- TAXI San Diego Transportation Association
 Independent Cab Owners Association
- OFF-AIRPORT PARKING Off-Airport Parking Members
- CHARTER / LIVERY Greater California Livery Association and Charter Members

We look forward to continuing the dialogue with you as you refine the report in preparation for the April 2014 Airport Authority Board of Directors meeting. If you have any questions, please contact me directly.

Sincerely,

Adrian Kwiatkowski
Executive Director

VEHICLE-FOR-HIRE RESPONSES
Airport 5 Year Ground Transportation Plan

PART 1

Strengths

Our industry reduces traffic congestion at the Airport reducing carbon emissions through a shared-ride transportation model on Harbor Drive.

Competitive pricing for the consumer.

Larger vehicles capable of carrying unique cargo such as bikes, snowboards, surfboards, oversized luggage and oversized multi-child strollers.

Web based reservation systems.

Local businesses with local call centers and knowledge of San Diego County.

Business operators with multiple decades of experience at the Airport.

Founding membership in TAG that is working towards greater unification.

Single points of contact.

Weakness

A lack of sufficient infrastructure and location challenges of the airport.

Driver permitting challenges.

Multiple regulatory authorities.

Timely access to information changes that impact customer services operations.

Vehicle conversion challenges.

Opportunities

Improved communication and strategies to improve customer service operations.

Membership in TAG to build greater relationships with other transportation providers, vendors and stakeholders to improve customer service and business opportunities.

Through TAG, regular and on-going education of Airport leadership and staff.

MOA meetings with operators and Airport staff

Threats

Regulatory enforcement challenges presented by new business models resulting in a loss of market share and negative impacts on customer service and safety.

Increased operational costs.

Lack of vehicle conversion permit incentives.

Small local businesses being challenged by large international businesses

VEHICLE-FOR-HIRE RESPONSES
Airport 5 Year Ground Transportation Plan

PART 2

Stakeholders	Wants	Options	Timetables
Tourism Industry / Convention Attendees	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Military Personnel	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Fixed-income Senior Citizens	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Families / Residents	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Corporations	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Airlines providing emergency travel services	Excellent Customer Service, Safe, affordable, reliable and on-time transportation, provider choices	Shared ride-service model with group discounts.	On-going
Industry regulators (Airport, City, State, Federal)	Transportation providers that comply with regulations and pay fees/permits. Reduced carbon footprint. Quality and reliable transportation	Business license fees, penalties and incentives	On-going
Alternative Fuel Industry	Sell, service, and alternative fuels vehicles	Viable VFH industry, grant money, station infrastructure, available vehicles and those in development	On-going
Shuttle Owners / Drivers	Permanent affordable permit fees. Affordable alternative fuel vehicles. Finance options. Business opportunities. Greater influence over CSR operations and costs.	New affordable and equitable permit fee structure. Permanently reduced permit fees for AFV vehicles. Grant opportunities for alternative fuel vehicles. CSR supervisor single point of contact. Review of the CSR program and management.	FY 2015

TAXI RESPONSES

Airport 5 Year Ground Transportation Plan

PART 1

Strengths

Our industry serves the customers at the Airport.
Experienced unified owners working in collaboration with the Airport.
We have a unified driver training program.
All have electronic fare collection.
Founding membership in TAG that is working towards greater unification.

Weakness

A lack of sufficient infrastructure and location challenges of the airport.
Multiple regulatory authorities.
Timely access to information changes that impact customer services operations.
Lack of transferability weakens the business model resulting in investment challenges.
A weaker business model hinders investment in alternative fuel vehicles.

Opportunities

Improved communication and strategies to improve customer service operations.
Membership in TAG to build greater relationships with other transportation providers, vendors and stakeholders to improve customer service and business opportunities.
Through TAG, regular and on-going education of leadership and staff.
MOA meetings with operators and Airport staff.
Affordable permit fees.
Permanent fee reductions for operating alternative fuel vehicles.
More oversight of CSR's.

Threats

Regulatory enforcement challenges presented by new business models resulting in a loss of market share and negative impacts on customer service and safety.
Increased operational costs.
Inability to sell your business on the free market resulting in an exodus of experienced small business owner/operators.
Small businesses being challenged by large businesses.
Concession.
Lack of grant opportunities for conversion and high fee rates for converted vehicles.

TAXI RESPONSES

Airport 5 Year Ground Transportation Plan

PART 2

Stakeholders	Wants	Options	Timetables
Customers	<ul style="list-style-type: none"> • Safe and clean cab. • Knowledgeable driver. • Timely and reliable service • Good customer service skills. • Honesty and fairness. • Comfortable and spacious vehicles. 	<ul style="list-style-type: none"> • Converting to alternative fuel vehicles. • Driver training classes. • Fleet size flexibility. 	<ul style="list-style-type: none"> • On-going • On-going • FY 2014
Airport Authority	<ul style="list-style-type: none"> • Revenue. • Green vehicles. • Customer Service with no problems. • Concession. 	<ul style="list-style-type: none"> • Fees and dis-incentives • Alternative fuel vehicle deadlines. 	<ul style="list-style-type: none"> • On-going • 2014 • Immediate • 2014
Permit Holders	<ul style="list-style-type: none"> • A more realistic approach to cost recovery and equitable permit fees. • On-going improvements in communication between the various day-to-day operations at the airport. • Relocation and improvement of the hold lot onto Airport property south of the Commuter Terminal. • Insurance limits that are appropriate to the risks. • Method to sell businesses on the free market • Alignment of environmental regulations with economic realities and stabilities of the industry and the Airport. • New and improved AVI system 	<ul style="list-style-type: none"> • Policy resolution in a timely fashion. • Technological improvements. • Recognition/strict adherence to single points of contact. • Insurance limits that are appropriate to the risks. • Development of a policy that allows us to sell our businesses. 	<ul style="list-style-type: none"> • On-going • 2014 • Immediate • 2014 • 2014
Vendors	<ul style="list-style-type: none"> • Customers to buy vehicles and sustain investments in infrastructure. • Cooperation from regulators to create a business friendly environment. • Grants and incentives to convert to alternative fuel vehicles 	<ul style="list-style-type: none"> • Grants and incentives for conversion. 	<ul style="list-style-type: none"> • On-going

OFF-AIRPORT PARKING RESPONSES
Airport 5 Year Ground Transportation Plan

PART 1

Strengths

Our industry provides long-term affordable parking options providing value to the traveling public.
Our industry reduces traffic congestion at the Airport reducing carbon emissions.
Our industry has partnered with the Airport for over 30 years providing nearby parking options to satisfy the parking demands at the Airport as a result of space limitations.
Founding membership in TAG that is working towards greater unification.

Weakness

Longer shuttle drive times due to more removed site locations.
Lack of on-site alternative fueling options.
Lack of regular meetings with Airport staff.

Opportunities

Improved communication and strategies to improve customer service operations.
Membership in TAG to build greater relationships with other transportation providers, vendors and stakeholders to improve customer service and business opportunities.
Through TAG, regular and on-going education of leadership and staff.

Threats

The Airport is your regulator and competitor.
Airport permit pricing and cost recovery percentages.
Lack of vehicle conversion permit incentives.
On-airport parking expansion.

OFF-AIRPORT PARKING RESPONSES
Airport 5 Year Ground Transportation Plan

PART 2

Stakeholders	Wants	Options	Timetables
SD County Residents	<ul style="list-style-type: none"> • Affordable and convenient parking with ease of access to the airport. • Parking choices. • Courtesy shuttles services and amenities. 	<ul style="list-style-type: none"> • Reformat permit pricing to keep costs affordable. 	2014
Local business people	<ul style="list-style-type: none"> • Affordable and convenient parking with ease of access to the airport. • Parking choices. • Courtesy shuttles services and amenities. 	<ul style="list-style-type: none"> • Reformat permit pricing to keep costs affordable. 	2014
Locally stationed military	<ul style="list-style-type: none"> • Affordable and convenient parking with ease of access to the airport. • Parking choices. • Courtesy shuttles services and amenities. 	<ul style="list-style-type: none"> • Reformat permit pricing to keep costs affordable. 	2014

CHARTER / LIVERY RESPONSES
Airport 5 Year Ground Transportation Plan

PART 1

Strengths

Our industry serves the customers at the Airport.
Founding membership in TAG that is working towards greater unification.
Our industry has long-standing relationships with major San Diego businesses providing them with transportation services to the Airport, throughout Southern California and internationally.
Our industry provides reliable services to customers at airports throughout California.
Our industry has a statewide charter/livery association.
Our industry offers diverse transportation solutions for specialized needs of individuals, groups and conventions.
Our industry meets Federal and State regulatory and safety requirements as required by licenses.

Weakness

A lack of sufficient infrastructure and location challenges of the airport.
Timely access to information changes that impact customer services operations.
Regulatory inconsistencies among the various airport agencies and the Public Utilities Commission.
Vehicle conversion challenges.
Lack of regular meetings with Airport staff.

Opportunities

Improved communication and strategies to improve customer service operations.
Membership in TAG to build greater relationships with other transportation providers, vendors and stakeholders to improve customer service and business opportunities.
Through TAG, regular and on-going education of leadership and staff.

Threats

Enforcement challenges presented by new business models resulting in a loss of market share and negative impacts on customer service and safety.
Increased operational costs.

CHARTER / LIVERY RESPONSES
Airport 5 Year Ground Transportation Plan

PART 2

Stakeholders	Wants	Options	Timetables
Customers	<ul style="list-style-type: none"> • Quality and affordable transportation. • Luxurious, spacious and comfortable vehicles. • Personalized service 	<ul style="list-style-type: none"> • Quality service and vehicles choices 	Ongoing
Charter / Livery Businesses	<ul style="list-style-type: none"> • Interactive improvements in communication between the various day-to-day operations at the airport. • Relocation and improvement of the hold lot onto Airport property south of the Commuter Terminal. • Alignment of environmental regulations with economic realities and stabilities of the industry and the Airport. • The Airport should want to interact with legal, safe and appropriately insured providers. • Collaboration with the Airport to propose a unified statewide transponder system. 	<ul style="list-style-type: none"> • Include our mode in the operational and policy conversations. • Policy resolution in a timely fashion. • Charter industry collaborating with the Airport on enforcement to address illegal operators • Permission to operate exiting vehicles until adequate replacement vehicles are available 	2014

SUPERSHUTTLE SWOT2 ANALYSIS

OF SDCRAA MOA ON GROUND TRANSPORTATION

STRENGTHS

1. Quality Assurance
 - a. Closed loop vehicle inspection process
 - b. Uniform dress code
2. Customer Surveys
 - a. Immediate request for customer feedback at time of drop off sent electronically to customer via email to computer or smart phone
 - i. Received over 2,000 responses in November 2013 - approximately 6.8% response
 - b. Operator remediation classes offered on line for operators to insure maintance of customer service quality
 - c. Customer Advocate
 - i. SuperShuttle has a customer advocate who is assigned the sole task of representing the customer on an issue they may have encountered.
3. Shuttle Conversions
 - a. As of 9/18/13 had 34 CNG vehicles
 - b. 6 more vans in October: 3 of the vans were replacements for gas vans and 3 were to grow fleet size
 - c. 5 additional CNG vehicles each quarter from 4th Qtr 2103 through 4th Qtr 2015 (inclusive)
 - d. Currently we have 77 vans permitted : CNG: 34 , Diesel: 15 (that can use bio-diesel) , Gas: 28
4. Training
 - a. To improve and enhance our 2 day classroom training for New Franchise Operators (Operators) SuperShuttle has expanded our Training Program to include *E-Learning*, our online training program that offer classes that can be accessed at any time. We feel that this gives the Operators more flexible use of their time – as the Operator can complete the course online while in the Hold Lot waiting to pick up passengers at the terminal. A test at the end of the module lets both the Operator and SuperShuttle be assured that the course material was read and understood.
 - b. In addition to the classroom training, new Operators are also required to complete Defensive Driving and Customer Services Courses in our E-Learning environment along with annual ADA sensitivity training for all operators and employees.

- c. Other classes available for new and seasoned Operators who wish to improve and update their skills include business courses in Best Practices, Sales and Management.
5. Technology
- a. Web-base online reservations
 - b. Phone app reservations
 - c. Ability for guests to check the van status (using Google Maps) for their pickup. System will indicate vehicle distance from pick-up location. Using the web or phone app.
 - d. 24/7 dispatch and reservation centers
 - e. GPS
 - i. Electronic map routing
 - ii. Real time monitoring of Shuttle locations
 - f. Operator computer
 - i. Electronic transmission of reservation pick ups and drop offs
 - ii. On Line Training classes
 - g. In van cameras to monitor any accidents and Operators
 - h. Electronic credit card collection of fares
6. Insurance
- a. SuperShuttle Operators carry 5 times the airport requirement a minimum of \$5,000,000 per vehicle in insurance - far exceeding SDCRAA requirements
7. Americans with Disabilities Act(ADA) Training and Implementation
- a. SuperShuttle has ADA compliant shuttles available at all times for customers. Our ADA Compliant Shuttles make up 8% of the fleet
 - b. ADA Compliance Training is required of all Operators and employees every year.
 - c. Training is also given to Operators on servicing passengers with Disabilities and relating to their specific needs.
 - d. SuperShuttle has 40 ADA contracts with hotels so they qualify to get airport permits for their courtesy vehicles
8. Safety
- a. SuperShuttle requires every Operator to undertake Driver Safety classes.
 - b. Smart-Drive cameras that record any excessive g-force of the van. From going too fast, to rough rides, and accidents.
 - c. Franchises insurance premiums based on safety program scores.
 - d. Vans equipped with safety steps to help get in the van
 - e. Special design safety hand holds installed also to help the guest in the van
9. Improved Customer Wait Time at Curb
- a. Once a guest checks in with our curbside GSR to they leave the airport is an average wait of 11 minutes

WEAKNESSES

1. The MOA has no compliance component. If the requirements are not met, there are no consequences. We have seen that this has lengthened the time for other operating consortiums to meet the agreed upon standards.
2. Standards have been reduced to allow for acceptable levels of service
 - a. Example 1: Electronic Credit Card processing
 - i. While the MOA requires that procedures and protocols for electronic collection of fees be developed, i.e. an electronic credit card swipe, this standard was reduced to allow credit card information to be delivered via telephonic transmission to Operator's office.
 - ii. SuperShuttle installed and maintains electronic credit card swipes in each van and was disappointed that that standard was downgraded as we were informed during the MOA negotiations that this was what SDCRAA wanted.
3. Vehicle Inspections
 - a. SuperShuttle maintains, as it has since the inception of SDCRAA, that the vehicle inspections are not done in proportion to the companies on site. We continue to witness our vans be inspected at a far greater rate than our competitors who we believe avoid the holding lot during inspection in order to avoid inspections. Approximately 80% of inspections are on SuperShuttle vehicles. We believe the data on the inspections supports this contention.
4. Monitoring of Shuttle Islands needs improvement
 - a. Driver solicitations continue when ATO is not present
 - b. SDCRAA should consider the installation of video recording equipment much like the taxicab islands to improve compliance with regulations by competing companies.

OPPORTUNITIES

1. Further enhance the customer experience to San Diego International Airport at Lindbergh Field with increased signage for the arriving passengers.
2. SuperShuttle has surpassed all requirements of the MOA while our competitors have delayed, complained, and have had the requirements of the MOA watered down. Now is the time to review and consider a concession contract.

THREATS

1. Improvements to the Ground Transportation Program will not be accomplished in a timely manner if commitment to the MOA is not present.

2. ADA compliance by all operators is extremely inconsistent, leaving the traveling public sometimes waiting longer than 30 minutes for an accessible vehicle.
3. The extension of the existing MOA without amendment is a serious threat to both the SDCRAA and the Consortiums involved.
 - a. The existing MOA is a generalized statement of flaws tot the system as they appeared in 2010 and 2011. There is no specific compliance component to the agreement, making any requirements not enforceable by either party.
 - b. The agreement expires on the date of the April Board meeting, or there about, and therefore will no longer be in effect. If the Board moves to extend it for one year, it would be doing that unilaterally without input or the right to negotiate changes that SuperShuttle would like to see, if the intent of the Board is to continue operation its Ground Transportation program under these conditions.

SUPERSHUTTLE FLEET BREAKDOWN FOR GREENHOUSE GAS CALCULATIONS

	<u>2010</u>	<u>2013</u>
# OF CNG VANS	3	34
CNG MPG	15	15
DAILY MILES DRIVEN	285	285
# OF BIO-DIESEL VANS	14	14
BIO-DEISEL MPG	20	20
DAILY MILES DRIVEN	285	285
# OF GAS VANS	60	29
GAS MPG	15	15
DAILY MILES DRIVEN	285	285

Today, 45% of SuperShuttle Fleet is CNG vehicles. SuperShuttle will be compliant with SDCRAA requirements 6-12 months earlier than the imposed deadlines.

PRIME TIME SHUTTLE

Strengths

- Focus on customer service and satisfaction via extensive training programs and constant attention to quality control and improvement
- Ability as a large/mature shuttle company to deal with driver turnover, driver training, re-training and testing as deemed necessary or required
- Focus on workplace safety for the customer and driver, including training and testing
- Advanced state of the art reservation/communications system to improve customer service
- Clear understanding of, support for, and compliance with the Airport Authority's immediate and long term shuttle transportation goals
- Ability to partner powerfully with the Airport Authority on positive regulatory/statutory changes
- The Airport Authority as a recognized and valued partner in obtaining the highest levels of customer service and environmental conformance

Weaknesses

- Independent small operators lacking the financial capacity to meet the Airport Authorities short and long term goals for vehicle replacement, vehicle conversions, drivers training and state-of-the-art communication advances
- Lack of financially viable/affordable and flexible vehicle conversion kits
- Infrastructure availability... i.e. trained mechanics, fuel resources, changing federal/state regulations
- Fuel pricing
- Vehicle availability, new and used
- Effects of economic downturns on the Industry

Opportunities

- Customer service quality improvement and fare efficiencies lead to higher customer satisfaction and use resulting in reduced private trips to the Airport/reduction in GHG/carbon footprint
- Utilize Industry influence to partner with the Airport Authority to achieve unified policy objectives... i.e. state/federal funding for vehicle conversions/new vehicle purchase
- Development of a coop-marketing/promotion partnership between the Airport Authority and the Industry for airport shuttle services
- Larger/mature Industry leaders could absorb smaller operators to more quickly increase efficiencies and fulfill mandated compliance requirements

Threats

- Impact of a declining economy
- Rising/inconsistent fuel pricing/costs
- Fuel availability in enough locations to support clean fuel use
- Equipment availability
- Conversion kit availability at affordable pricing
- Driver recruitment and retention

Clean Vehicle Conversion Program Report

December 2013

SUBMITTED TO

San Diego Regional Airport Authority

SUBMITTED BY

California Center for Sustainable Energy



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Scope of Work

This report details the services the California Center for Sustainable Energy (CCSE) provided the San Diego Regional Airport Authority (Authority) for the implementation of the Clean Vehicle Conversion Program (Program). The Program promotes the adoption of clean fuel vehicles by off-airport ground transportation operators through technical assistance, outreach, and education.

CCSE supported the Program through specified tasks: (1) Program Website; (2) Outreach; (3) Events; (4) Meetings; and (5) Research Funding Opportunities. The report documents and explains the accomplishment of each task, outlines the current status of the Program, and provides recommendations for Program continuation.

Tasks

1. Program Website

CCSE developed, maintained, and updated a Program website accessible to the Authority, off-airport ground transportation providers, and the public. The Program website was launched the end of May 2013 and was updated monthly. The website can be viewed at <http://www.energycenter.org/airport>. As well, screenshots of the website are in Appendix B. The Program website contained the following up-to-date information:

- Eligible Vehicle List with links to each vehicle's manufacturer for more information
- Local incentives for eligible vehicles and fuel types.
- Resources pertaining to clean vehicle technologies, locations of alternative fuel stations, servicing clean vehicles, and vehicle financing options.

Information researched for the website was also made available directly to ground transportation operators through regular outreach, outlined below.

2. Outreach

CCSE provided outreach on clean vehicle and alternative fuel technologies to off-airport fleet managers and ground transportation service provider's throughout the project period. CCSE presented at meetings, distributed informational brochures, and performed direct outreach to different ground transportation operators, alternative fuel providers, car dealers, and industry partners.

CCSE conducted outreach to all operators, with resources targeted to the modes with the greatest need for assistance, including VFH, hotel courtesy, and livery operators.



CCSE created specialized flyers for shuttle, taxi, and livery operators with information on various fuel types, eligible vehicles, and benefits of converting to a clean vehicle. The shuttle and taxi flyers were distributed at demo days and other events. The livery flyer was distributed at San Diego GCLA meetings. The flyers can be viewed in Appendix C. Outreach was also conducted through preparing and carrying out workshops and vehicle demonstrations.

One on one outreach to ground transportation operators included discussion on availability of incentives and financing options for vehicles, availability of used vehicles that meet airport program requirements and CARB certification. Targeted outreach to dealers and fuel providers was used to find answers to frequently asked questions. Through this outreach CCSE staff was able to learn about upcoming vehicle models and new fueling stations and helped increase program support from dealers and fuel providers. Contacts included:

- Roush CleanTech
- BAF/Westport
- Clean Energy Fuels
- Pearson Fuels
- Expo Propane
- Mossy Toyota
- Mossy Ford
- Kearny Pearson Ford

Upcoming alternative fuel vehicles and technologies were researched for usability by airport operators. CCSE provided extensive research on changes in CARB certification, which could potentially widen the availability of new, alternative fuel vehicles and allow for conversions of in-use vehicles. These changes are described later in this report. CCSE also drafted policies on the use of bi-fuel and pre-certification demonstration vehicles and can be viewed in Appendix D.

CCSE developed relationships with the companies XL Hybrids and VIA Motors to assess if their upcoming systems and vehicles would fit the needs of airport operators.

- XL Hybrids is a Massachusetts-based company offering a hybrid conversion system for Chevy Express & GMC Savana and Ford E-series vans. The hybrid conversion system works by adding an electric motor, an advanced lithium ion battery pack, and control system to a vehicle without significantly modifying the OEM internal combustion engine. The conversion system is currently undergoing CARB certification and is not currently certified for sale in California. XL Hybrids conversion system is designed for following vehicle models.
 - Chevy Express & GMC Savana: 2500 & 3500 Models, 4.8L V-8 Hybrid
 - Ford E-Series: E150 & E250 Models 4.6L V-8 Hybrid



Once CARB certified, these hybrid vehicles could increase the eligible vehicles options for airport shuttle operators, and offer a slightly lower cost retrofit option. CCSE had kept in communication with XL Hybrids on their CARB certification status and have discussed future outreach possibilities for XL Hybrids to be involved in events to introduce their system and vehicles to airport operators.

- VIA Motors is a Utah based company offering extended range electric plug-in hybrid vehicles for trucks and vans, based on GM models. The E-REV powertrain by VIA Motors allows vehicles to drive off of electricity for the first 40 miles. VIA's passenger van is a viable option for airport shuttle operators and their Suburban-based SUV is a possibility for courtesy and livery modes. VIA Motors has recently become commercially available in California, although pricing is not fully available. Through CCSE outreach, VIA Motors has expressed interest in introducing their vehicles to airport operators at future events and demonstration days. Fleets would need a regular place to charge the vehicles to take full advantage of the electrified drivetrain.

Additionally, CCSE drafted an application for the EPA Clean Air Excellence Award within the Transportation Efficiency Innovations category. The Clean Air Excellence Award recognizes efforts to attain cleaner air and reduce pollutant emissions. The Program was eligible for the award due to its work in promoting clean air alternative fuel vehicles, reducing tailpipe emissions, and being an innovative model for other airports and organizations to emulate. The award would provide further recognition of the Authority's efforts to move the ground transportation operators to cleaner vehicles.

3. Demonstration and Education Events

CCSE coordinated with vehicle manufacturers and dealers to establish events targeted to ground transportation service providers and businesses. The events allowed attendees to have vehicle and fuel questions answered, look at eligible clean vehicles, and learn about any incentives and financing opportunities. CCSE provided organization and publicity for the following events. Event documentation is in Appendix C.

Vehicle Demonstration, May 8, 2013 at the San Diego International Airport

- Mossy Toyota led event and provided food
- Highlight continued availability of low cost financing.

Propane Workshop August 13, 2013

- 30 attendees total, including around 12 representing airport fleets.
- Speakers included Roush CleanTech, Clean Fuel USA, Expo Propane.
- Extensive Q&A between fleets and vehicle/ fuel providers.
- Helped cement purchase of propane vans by EZ-Ride shuttle.



Vehicle Demonstration September 11, 2013 at the San Diego International Airport

- Demonstration of natural gas, propane, electric, and hybrid vehicles.
- Representation by Clean Energy, Expo Propane, Mossy Toyota and SDG&E to assist in answering vehicle and fueling specific questions.
- CCSE-created shuttle and taxi flyers were handed out.
- Outreach flyers on alternative fuel technologies and location of alternative fuel stations were handed out.

Natural Gas Workshop, December 10, 2013

- 25 attendees total, including around 5 representing airport fleets.
- Speakers included Clean Energy Fuels, BAF/Westport, and SD G&E.

4. Meetings

Attended the following meetings with shuttle and taxi consortia:

- Presented at Shuttle Consortia Meetings- May 30, June 27, September 26, October 31, December 5
- Presented at Taxi Consortia Meetings – June 5 and June 26

Participated in the following Airport Clean Vehicle Working Group Calls: May 17, June 12, July 12, August 16, September 13, October 25, and November 29.

- Discussed issues related to clean fuel vehicles and infrastructure with representatives from other California airports
- Tracked potential funding opportunities, policy changes, and challenges facing other airports.

Attended SD CASA driver training, July 18, October 18

- Discussed conversion requirements and availability of vehicles that meet the program requirements
- Answered questions on infrastructure availability

Attended the following Greater California Livery Association (GCLA) events:

- GCLA Annual Expo and Tradeshow – September 25
 - Conducted outreach with southern California alternative fuel vehicle dealers
- GCLA San Diego Meeting October 22



5. Funding Opportunities Research

CCSE researched available funding and provided grants and incentives information to the eligible parties. The following is a listing on what funding opportunities were found:

- California Energy Commission Gaseous Vehicle Buy-down was the primary source of funding for compressed natural gas vehicles. As of May 2013, all funds have been allocated to dealers for FY 2012-13.
 - Funds should be available in spring 2014
- Vehicle incentives Western Propane Gas Association (\$1000 per vehicle) was expended for 2013, new funding may be available starting January 2014 at \$500 per vehicle.
- Clean Vehicle Rebate Project (CVRP) provides funding for light duty zero emission and plug-in hybrids, such as Nissan Leaf, Chevy Volt, and Prius Plug-in. However some vehicles may not be suited for taxi use.
- Hybrid Voucher Incentive Program (HVIP) provides funds for the purchase of hybrid and zero emission emissions vehicles in medium and heavy duty weight classes. All FY 2012-13 funds have been exhausted. A few vehicles suitable for airport use are eligible in the program.
 - A waitlist for funding is now active
 - Funds will be available in early 2014
- Used Medium-Duty Electric Vehicle Repower Demonstration was a competitive grant that courtesy shuttle operators could take advantage of. The grant covers vehicles in the 10,000-26,000 GVWR rang, including E450 cutaways.
 - No airport fleets applied for this funding, which required close collaboration with a technology/vehicle provider.
 - Technology demonstrated as part of this program could become available to airport flees in the future.
- Prop 1B- Goods Movement Emission Reduction Program provides funding for replacing Class 6-8 diesel vehicles with cleaner diesel or alternative fuel vehicles. The program is administered by San Diego County APCD, funding was released in early summer 2013. However, passenger carrying vehicles were not eligible.
- Carl Moyer Memorial Air Quality Standards Attainment Program covers the replacement of diesel vehicles and equipment. Funding will be available through the San Diego County APCD. The program primarily covers marine, agricultural and off-road equipment. Gasoline powered shuttles and taxis not eligible, however the program may fund diesel airside GSE.
- SDG&E: SDG&E may be able to provide infrastructure support to taxi companies interested in adopting EVs.
- The California Energy Commission awarded three San Diego projects on natural gas fueling infrastructure.



- Pearson Fuels will be reopening their natural gas pump, although no timeline was given
- Chula Vista Elementary School District will upgrade their public access fueling
- Poway Unified School District will install new public access pumps

CCSE closely watched APCD, ARB, CEC, and other funding sources. However, almost no funding opportunities were directly relevant to airport fleets. Most funding is focused on emerging technologies such as electric vehicles rather than more proven technologies such as hybrids, compressed natural gas (CNG), and propane.

CCSE collaborated with the Transportation Alliance Group (TAG) on a program proposal to the Authority. The proposed Vehicle Conversion Rebate Program would increase the rate of clean vehicle conversions of airport ground transportation operators through rebates, education, and outreach. The proposal was submitted to the Authority in November 2013.

Dealership Financing

Financing is necessary for most vehicle purchases. CCSE worked with dealerships and other lenders to make sure there were financing packages available to airport operators. However, individual fleets will need to maintain communication with dealers to see what they qualify for. Ford Credit offers a number of different commercial financing programs and will finance the full cost of a new vehicle as well as the cost of the alternative fuel up fit. The buyer needs to meet Ford Credit requirements, which can be quite stringent for commercial buyers. Commercial Fleet Financing is a 3rd party lender that has helped financed new and used vehicles for multiple operators.

CCSE worked with Mossy Toyota to establish financing packages for airport taxis, including options with low money down or zero percent interest.

Findings and Challenges

Infrastructure

A barrier for airport operators adopting alternative fuel vehicles (AFV) is the limited infrastructure in certain parts of the region; since most operators do not operate of set routes and are worried about not having access to alternative fueling stations when they need them. Currently, there are 8 public-access CNG stations and approximately 14 propane stations accessible to filling vehicles. Appendix A contains details on the current CNG and propane stations in San Diego County.

Travel using alternative fuels is possible through San Diego County. Operators report frequently topping off when near the airport to ensure a comfortable margin. One operator reported two incidents of running out of fuel, however other operators attribute this to poor planning rather than



the lack of infrastructure. Propane and natural gas vehicles may have a shorter range between fills than gasoline vehicles, commonly 190-250 miles. However this should be sufficient range for trips that start and return to the airport.

Infrastructure may continue to grow, although major changes are not expected. Airport operators do not represent a large enough user base for most fuel providers to make the investment in additional infrastructure. Additional propane stations could be provided if sufficient demand exists in a specific location. It generally takes a minimum of 10 propane vehicles dedicated to a particular station to support the investment.

CNG stations are much more capital intensive and may take up to 100 light duty vehicles to support the investment. Large anchor fleets are needed to support growth in CNG stations. One refuse hauler in San Marcos is currently exploring installing a station to service their fleet and would likely include a public access. Other current private station operators, such as transit agencies are unlikely to provide access.

Operators wishing to use biodiesel have very limited public access, with only three stations offering B20 at the pump. Operators can have biodiesel delivered to their own facilities. Biodiesel vehicles do have the option of using regular diesel in case of emergency.

Vehicle Availability

A barrier for all airport fleets is vehicle availability. While alternatives exist for most common applications, there are certain applications where vehicles are not available, including:

- Minivans
- Livery SUVs
- Livery Sedans

No CNG or propane, minivan, SUV, or luxury sedan is currently available. Hybrid sedans are available, but most livery operators say the models do not meet the image or performance that customers demand. German luxury sedans and SUVs are available in diesel models. Although not all manufacturers recommend the use of biodiesel in these models, B20 could be utilized to meet airport requirements.

Flexible Fuel Vehicles (FFVs), which can run on blends of up to 85% ethanol or gasoline, are widely available in models that meet operator requirements. Historically ethanol has not provided a substantial reduction in carbon emissions compared to gasoline. However the carbon intensity of the fuel has been dropping in recent years. If lower carbon ethanol becomes available in the region, then FFVs could become a good vehicle option if approved for airport use.



All-electric and plug-in hybrids vehicles are now available from a number of manufacturers. Although they are increasingly being adopted by consumers, these vehicles may not be suited for commercial use due to limited range, and sparse charging infrastructure.

Alternative Fuel Conversion Certification Procedures

The California Air Resources Board (CARB) certifies all new vehicles for sale in California, including vehicles converted to run on an alternative fuel. A vehicle conversion conducted before the legal title has been transferred to a buyer, the conversion manufacturer is considered the Original Equipment Manufacturer (OEM) and must comply with CARB's new vehicle or engine certification requirements. A vehicle conversion completed after the transfer of the legal title is considered an in-use conversion and must comply with CARB's alternative fuel retrofit system certification procedures.

Historically CARB's stringent certification procedures have limited the availability of alternative fuel vehicles and made it nearly impossible to convert an in-use vehicle, due to stringent requirements and costs associated with the required certifications. Amendments to the certification and installation procedures for the alternative fuel retrofit systems were approved by CARB in September 2013. The approved changes will streamline procedures and include flexibilities on testing and compliance requirements starting in 2014. The amendments are applicable to alternative fuel retrofit systems for 2004 and subsequent model year new and in-use vehicles.

Many operators have expressed interest in conversion of vehicles they already own or the acquisition and subsequent conversion of used vehicles. Purchasing used vehicles requires less upfront capital and may allow for a faster transition to alternative fuel vehicles.

The changes to the certification process will allow conversion manufacturers to sell systems sooner with lower certification costs due to reduced upfront testing and demonstration requirements. For in-use vehicles or engines more CARB approved vehicle conversion kits are expected in mid-2014. The revised procedures also make it feasible to offer bi-fuel options for both new and in-use conversions.

These rules should make it possible for alternative fuel system manufacturers that currently offer vehicles in other states under EPA certification to offer their products in California. This includes minivans, sedans, and SUVs that are not currently available in California. Conversion prices may decline with increasing volume and lower cost of certifications. Conversion prices could drop as low as \$8,000 per vehicle.

While many manufacturers have expressed interest in offering systems under these new rules, there is no guarantee that a manufacturer will offer a system for a particular vehicle model. As companies begin to receive certifications under the new procedures, it should become clear what kinds of conversions are being planned by these companies.



Maintenance

Like any vehicle, alternative fuel vehicles require regular maintenance and occasional repairs. The availability of maintenance has been cited as a barrier by some operators. For hybrids, this has largely been eliminated by proven service record of vehicles. Mossy Toyota has stocked extra parts and extended service hours to better serve cabs and minimize downtime.

Service for CNG and propane vehicles is available at a smaller number of dealers and independent garages, although dealers have pledged to stock parts and ensure adequate training for staff to service vehicles. Almost all standard maintenance (oil changes, tire rotation, etc.) is the same as conventional vehicles. Alternative fuel system manufacturers are willing to train more mechanics if necessary.

Cost

The total cost of ownership of alternative fuel vehicles may be lower than traditional vehicles, although the upfront costs may be much higher. For taxi drivers, hybrids have a much higher upfront cost than a traditional used Crown Victoria. The fuel savings from a hybrid often more than makes up for the monthly payment required to finance a new vehicle. However, some owners are unwilling to make an investment in new vehicles due to the long-term uncertainty in ownership of medallions and the transferability of permits. Used Toyota Prius are popular with more price conscious buyers. Prius Vs, first available in late 2011, should enter the used market in 2014.

CNG and propane vans cost \$11-15K more than standard vans. This additional cost can be financed when purchasing a new vehicle. Many operators prefer to purchase used vehicles and conversions for these vehicles are not currently available. Although financing agencies are eager to get vehicles sold, they report that approximately 20% of owners/drivers may not qualify for any financing. The most favorable loans require 25% down, which is more than \$10,000 in most cases. Some operators feel the additional costs are prohibitive when combined with the increased cost of airport permit fees. For vehicles with high yearly mileage, fuel savings from switching to propane or natural gas may be up to \$4,000 per year or more. Grant funding or financing that can help lower the upfront cost should allow operators to benefit from lower lifetime operating costs.

Diesel vehicles do not require any up fit to run on biodiesel, but do cost more to purchase than a comparable gasoline vehicles. Diesel vehicles do offer better fuel economy than most gasoline models.

Other Airport Alternative Fuel Programs

Comparisons of alternative fuel initiatives at other airports can provide the Authority with insight on fleet conversion strategies. Appendix E contains summaries of alternative fuel programs at the Los Angeles, San Francisco and Phoenix Airports.



Recommendations

Funding

Potential funding sources should continue to be monitored. Although large, unrestricted pots of money are not expected to be available, there may be limited state funding for specific technologies such as CNG. Vehicle operators should be encouraged to explore vehicle financing options. The Authority should consider the feasibility of directly offering grants or loans in the absence of other funding sources.

Vehicle Availability and Eligibility

The number of eligible vehicles may increase over time. The authority should continue to monitor vehicle availability and consider changes to vehicle eligibility if possible to include more vehicles while maintaining environmental standards.

Although taxis and door to door shuttles have adequate vehicle choices, there are only a limited number of eligible vehicles that serve the livery market. Authority could consider including flexible fuel vehicles if ethanol can meet carbon reduction targets.

With the high likelihood of bi-fuel CNG and propane vehicles becoming available and the increasing interest in biodiesel, the Authority should ensure that it can adequately track the use of alternative fuels in these vehicles.

Education and Outreach

The Authority needs to continue efforts to educate drivers on conversion requirements, vehicle availability, funding opportunities, infrastructure development, and other topics related to clean vehicle adoption. Private vehicle and fuel providers can assist in demonstrations days and other forms of outreach, but the authority needs to maintain communication and consistent messaging with all parties.

Concluding Remarks

The Authority has made considerable progress towards its clean vehicle conversion goals; however continued effort is needed to achieve 100% conversion. Increasingly operators can look within their own ranks to see examples of clean vehicles meeting all duty requirements and offering positive financial returns. However continued education and outreach will be needed to make sure that operators are aware of all the resources available to address their concerns. At the same time, the authority should continue to evaluate if changes to the program, including the provision of additional funding, will be necessary to ensure complete success. CCSE has been pleased to assist the Authority with the implementation of the Clean Vehicle Conversion Program and hopes to continue these efforts in the future.



Appendices

- A. Infrastructure
- B. Program Website
- C. Outreach and Event Documentation
- D. Policies on bi-fuel and pre-certification demonstration vehicles
- E. Alternative Fuel Programs at Peer Airports



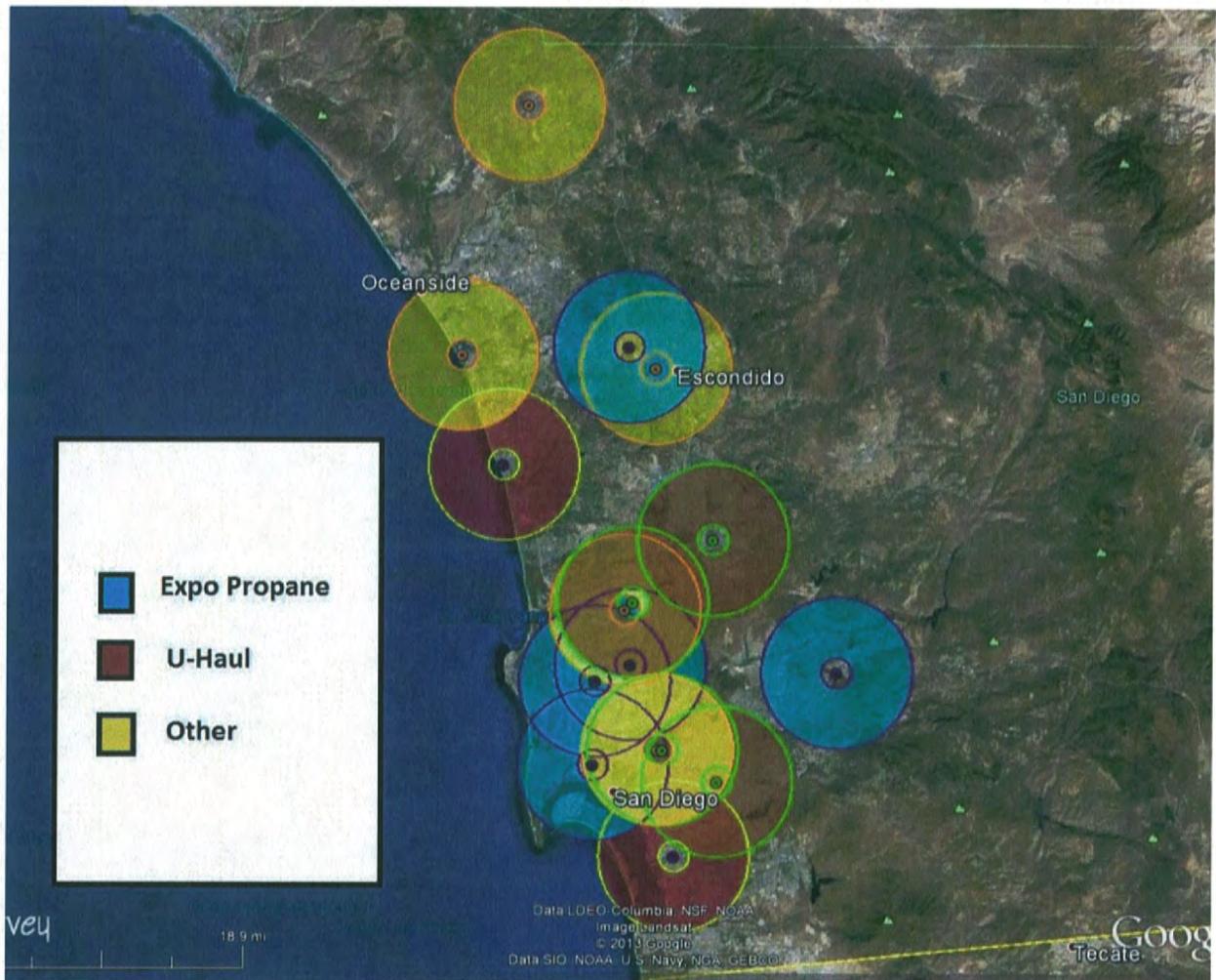
Appendix A: Infrastructure

Table A: Alternative Fuel Stations in San Diego County

Station/Operator Name	Fuel Type	Address	Hours of Operations
Clean Energy CNG	CNG	3519 India Street, San Diego, CA 92103	7 days a week/24hours
Clean Energy/Shell Oil (S.D. Airport)	CNG	2521 Pacific Highway, San Diego, CA 92101	7 days a week/24hours
SDG&E Service Center-Kearney Mesa	CNG	5488 Overland Ave, San Diego, CA 92117	7 days a week/24hours
SDG&E Service Center-Miramar Yard	CNG	6875 Consolidated Way, San Diego, CA 92121	7 days a week/24hours
SDG&E Service Center-Carlsbad	CNG	5016 Carlsbad Blvd, Carlsbad, CA 92008	7 days a week/24hours
Chula Vista Education Center	CNG	86 East J Street, Chula Vista, CA 91910	M-F/6:30am to 5pm
City of Chula Vista-Clean Energy	CNG	1800 Maxwell Road, San Diego, CA 92154	7 days a week/24hours
Poway Unified School District	CNG	13626 Twin Peaks Road, Poway, CA 92021	M-F/6am to 7pm
Pearson Fuels	LPG	4067 El Cajon Blvd, San Diego, CA 92105	7 days a week/24hours
Expo Propane	LPG	3650 1/3 Kettner Blvd, San Diego, CA 92101	7 days a week/24hours
Expo Propane	LPG	5790 Balboa Ave, San Diego, CA 92123	7 days a week/24hours
Expo Propane	LPG	5596 Kearny Mesa Rd, San Diego, CA 92121	7 days a week/24hours
U-Haul	LPG	99 N 4th Ave Chula Vista, CA 91910	7am-7pm M-Th, 7am-8pm F, 7am-7pm Sat, 7am-5pm Sun
U-Haul	LPG	1805 Massachusetts Ave, Lemon Grove, CA 91945	7am-7pm M-Th, 7am-8pm F, 7am-7pm Sat, 7am-5pm Sun
U-Haul	LPG	802 South Coast Hwy, Oceanside, CA 92054	7am-7pm M-Th, 7am-8pm F, 7am-7pm Sat, 9am-5pm Sun
U-Haul	LPG	4311 El Cajon Blvd, San Diego, CA 92105	7am-7pm M-Th, 7am-8pm F, 7am-7pm Sat, 9am-5pm Sun
U-Haul	LPG	9650 Camino Ruiz, San Diego, CA 92126	7am-6:30pm M-Sat, 7am-5pm Sun
Ferrellgas	LPG	8088 Miramar Rd, San Diego, CA 92126	M-F/7a, to 3pm
Eagle Gas	LPG	8445 Los Coches Rd, El Cajon, CA 9254	7 days a week/24hours
Ferrellgas	LPG	107 Vinewood Street, Escondido, CA 92029M-F/7a, to 3pm	M-F/7am to 3pm
Westmart	LPG	4990 Avenida Encinas, Carlsbad, CA 92008	7 days a week/24hours
ProFlame	LPG	1363 Walnut St, Ramona, CA 92065	M-f/8am to 5pm, Sat 9/1m to 3pm
Expo Propane	LPG	807 E Mission Rd, San Marcos, CA 92069	Under Construction
Pearson Fuels	CNG	4067 El Cajon Blvd, San Diego, CA 92105	Future Station
EDCO	CNG	224 S Las Posas Rd, San Marcos, CA 92078	Future Station



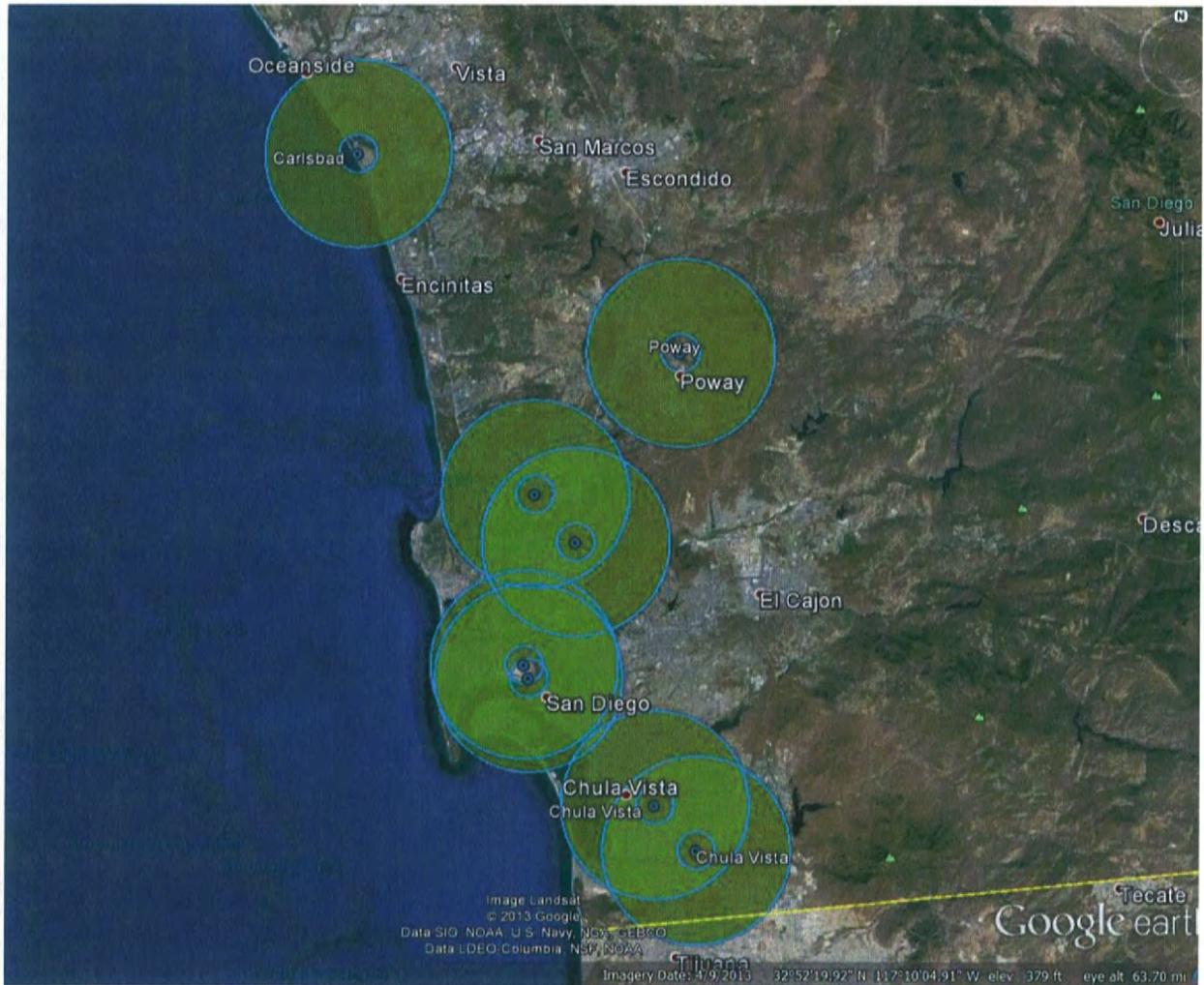
Figure 1: Regional propane station coverage



Highlighted area shows five-mile radius around station.



Figure 2: Regional CNG Station coverage



Highlighted area shows five-mile radius around station.



Appendix B

Program Website

AIRPORT PROGRAM

- + Overview
- + Resources
- + Eligible Vehicles
- + Eligible Shuttles

PROGRAM AT A GLANCE

Program/Project Goals

To help San Diego International Airport reduce GHG emissions by facilitating conversion of ground transportation to alternative fuel vehicles

CCSE's Role

Promote clean fuel vehicles to cab and shuttle owners through technical assistance and outreach

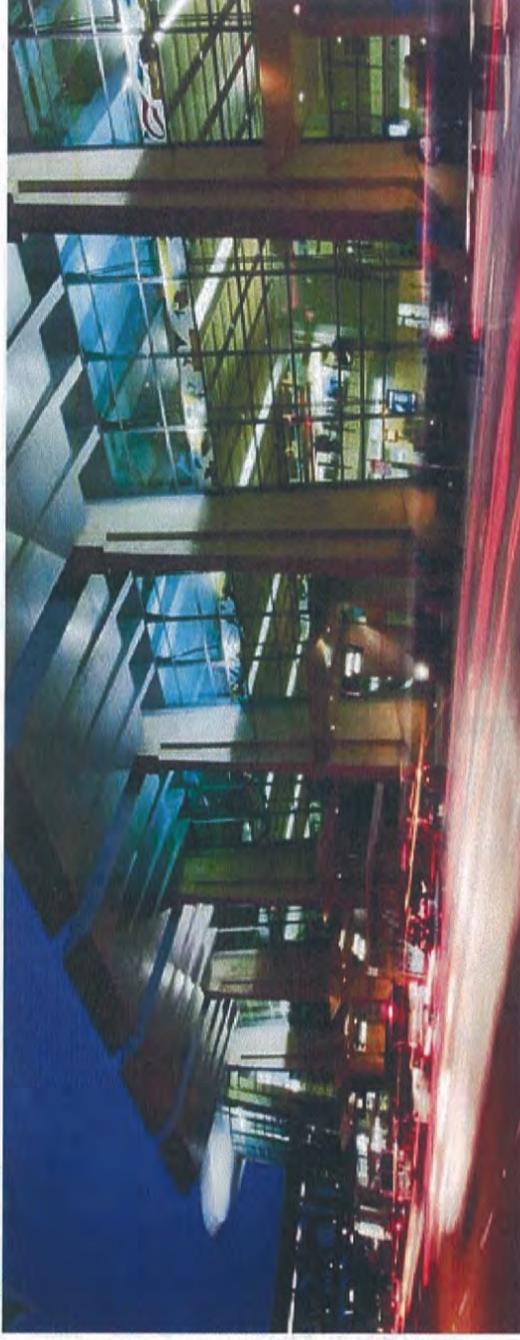
Impact Statement/Successes

Building on the 181 vehicles converted through previous programs, work with transportation providers to move to alternative fuels

Local Policies Supported

San Diego Airport efforts to convert all ground transportation to alternative fuel vehicles by 2017

San Diego International Airport Clean Vehicle Conversion Program



Throughout the U.S., alternative fuel vehicles are replacing diesel- and gas-powered cabs and shuttles at major airports. The San Diego Regional Airport Authority is working to convert all commercial ground transportation operators at San Diego International Airport to clean vehicles, including hybrid, electric, biodiesel, propane and compressed natural gas vehicles.

By transitioning ground transportation to clean vehicles, drivers and fleet owners can help curb emissions, decrease fuel costs and reduce dependence on imported oil.

CCSE is partnering with the Airport Authority to help inform ground transportation operators on how to make the best choices for their vehicles and fleets. We will be hosting vehicle demonstrations and educational seminars on vehicle eligibility, financing packages, infrastructure availability and more.

Check back here soon for events, dates and details on how your operations can go green.

Did You Know?

Permit fees for non-clean air vehicles at San Diego Airport will be increasing starting July 2014, so now is a good time to start making a switch.

Considering a clean vehicle & need more information?

Contact: Kevin Wood at 858-244-7295 or kevin.wood@energycenter.org

AIRPORT PROGRAM

- * Overview
- + Resources
- * Eligible Vehicles
- * Eligible Shuttles

PROGRAM AT A GLANCE

Program/Project Goals

To help San Diego International Airport reduce GHG emissions by facilitating conversion of ground transportation to alternative fuel vehicles

CCSE's Role

Promote clean fuel vehicles to cab and shuttle owners through technical assistance and outreach

Impact Statement/Successes

Building on the 181 vehicles converted through previous programs, work with transportation providers to move to alternative fuels

Local Policies Supported

San Diego Airport efforts to convert all ground transportation to alternative fuel vehicles by 2017

Key Partners/Subcontracts

San Diego Regional Airport Authority

Clean Vehicle Resources

Vehicle Information

Buying alternative fuel vehicles (AFVs) can be intimidating for small- to medium-sized companies due to the many questions about performance, maintenance, financing, etc., that help make the case for transitioning to alternative fuels. The following links provide all the information a company needs to know about AFV technologies and make an informed decision about the best AFV for their needs.

- [Natural Gas](#)
- [Propane Autogas](#)
- [Electric/Hybrids](#)
- [Biodiesel](#)

If you have questions, contact Kevin Wood at kevin.wood@energycenter.org.

Fueling Locations

Sufficient numbers of AFV fueling stations exist around San Diego, including locations adjacent to the airport, for fleet and shuttle operators to feel confident they will be able to refuel when necessary. While the number of propane and CNG fueling stations in the county is growing, fleet and shuttle operators also can consider the option of locating refueling equipment on their property.

Follow these links to see where alternative fuel stations are located around the San Diego region.

- [Natural Gas](#)
- [Propane Autogas](#)
- [Electric/Hybrids](#)
- [Biodiesel](#)

Servicing

Many of the recurring maintenance needs (and costs) are lower for alternative fuel vehicles when compared to gas and diesel vehicles. While much of the basic service needs of clean fuel vehicles are the same as they are for gas vehicles (including brakes, wheels, etc.), mechanics should be certified to work on propane or CNG fuel systems. Fortunately, many local dealers and independent mechanics are already certified. Some of these include the following.

- **Propane** – Mossy Ford, San Diego Bus Repair (Point Loma), Fernando's Auto Repair
- **Natural Gas** – Kearny Pearson Ford, Miramar Truck Center, San Diego Bus Repair
- **Biodiesel** – Any diesel engine mechanic

Funding Opportunities

Statewide rebates for propane and CNG vehicles have been available in the past and may be available again. Check back on this site for news on incentives as they become available.

Financing

Commercial financing can cover your vehicle upfit costs. Work with your dealer to discuss what options are available.

AIRPORT PROGRAM

- † Overview
- † Resources
- † Eligible Vehicles
- † Eligible Shuttles

PROGRAM AT A GLANCE

Program/Project Goals

To help San Diego International Airport reduce GHG emissions by facilitating conversion of ground transportation to alternative fuel vehicles

CCSE's Role

Promote clean fuel vehicles to cab and shuttle owners through technical assistance and outreach

Impact Statement/Successes

Building on the 181 vehicles converted through previous programs, work with transportation providers to move to alternative fuels

Local Policies Supported

San Diego Airport efforts to convert all ground transportation to alternative fuel vehicles by 2017

Key Partners/Subcontracts

San Diego Regional Airport Authority

Eligible Shuttles

Ordering an alternative fuel vehicle can be as easy as buying a new gas vehicle.

Biodiesel-capable vehicles are available for immediate purchase.

While CNG and propane vehicles can require up to two months lead time, local resources exist to make the process straightforward and simple. In general, the steps in the ordering process are as follows.

1. Contact your local dealer to place order.
2. Dealer will order vehicle to be drop-shipped to alternative fuel upfitter.
3. Upfit modification times vary by fuel type (4-8 weeks for CNG, 5-10 weeks for propane).
4. Vehicle will be shipped to local dealer for pick up.

Biodiesel

- ☑ International/Navistar Diesel Shuttle Biodiesel
- ☑ Chevrolet Express/GMC Savana 3500 Biodiesel
- ☑ Chevrolet Express/GMC Savana 3500 Cutaway Biodiesel
- ☑ Chevrolet Express/GMC Savana 4500 Cutaway Biodiesel
- ☑ Mercedes Benz Sprinter Biodiesel
- ☑ Ford E-450 Cutaway Biodiesel

Compressed Natural Gas

- ☑ Chevrolet Express/GMC Savana 2500 CNG
- ☑ Chevrolet Express/GMC Savana 3500 CNG
- ☑ Chevrolet Express/GMC Savana 3500 Cutaway CNG
- ☑ Chevrolet Express/GMC Savana 4500 Cutaway CNG
- ☑ Ford E-150 CNG
- ☑ Ford E-250 CNG
- ☑ Ford E-350 5.4L CNG
- ☑ Ford E-350 Cutaway CNG
- ☑ Ford E-450 Cutaway 6.8L CNG
- ☑ Ford F-350 Chassis Cab 6.8L CNG
- ☑ Ford Transit Connect CNG

Electric/Hybrid

Boulder Electric Vehicle: Zero-Emission Shuttle 15 passenger

International/Navistar Eaton Hybrid Shuttle Van

Propane Autogas (LPG)

- ☑ Ford E-150 Propane
- ☑ Ford E-250 Propane
- ☑ Ford E-350 Propane
- ☑ Ford E-350 Cutaway Propane
- ☑ Ford E-450 Cutaway Propane 6.8L
- ☑ Ford F-350 Chassis Cab 6.8L Propane

AIRPORT PROGRAM

- Overview
- Resources
- **Eligible Vehicles**
- Eligible Shuttles

PROGRAM AT A GLANCE

Program/Project Goals

To help San Diego International Airport reduce CHG emissions by facilitating conversion of ground transportation to alternative fuel vehicles

CCSE's Role

Promote clean fuel vehicles to cab and shuttle owners through technical assistance and outreach

Impact Statement/Successes

Building on the 181 vehicles converted through previous programs, work with transportation providers to move to alternative fuels

Local Policies Supported

San Diego Airport efforts to convert all ground transportation to alternative fuel vehicles by 2017

Key Partners/Subcontracts

San Diego Regional Airport Authority

Airport Eligible Vehicles - Taxis, Executive Sedans, Limos

Ordering Process for Alternative Fuel Vehicles

Ordering an alternative fuel vehicle can be as easy as buying a new gas vehicle.

Hybrid, plug-in hybrid electric and all electric vehicles are available for purchase.

While CNG vehicles can require up to two months lead time, local resources exist to make the process straightforward and simple. In general, the steps in the ordering process are as follows.

1. Contact your local dealer to place order.
2. Dealer will order vehicle to be drop-shipped to alternative fuel upfitter.
3. Upfit modification times vary by fuel type (4-8 weeks for CNG).
4. Vehicle will be shipped to local dealer for pick up.

CNG

- 2018 HONDA Civic CNG
- 2018 FORD Transit Connect CNG
- 2018 VPC MV-1 CNG

Hybrids

- 2018 FORD C-MAX Hybrid
- 2018 FORD Fusion Hybrid
- 2018 HONDA Civic Hybrid
- 2018 HONDA Insight
- 2018 LEXUS CT 200h
- 2018 LEXUS ES 300h
- 2018 LINCOLN MKZ Hybrid
- 2018 TOYOTA Avalon Hybrid
- 2018 TOYOTA Camry Hybrid
- 2018 TOYOTA Prius
- 2018 TOYOTA Prius c
- 2018 TOYOTA Prius v
- 2018 VOLKSWAGEN Jetta Hybrid
- 2018 HYUNDAI Sonata Hybrid
- 2018 KIA Optima Hybrid
- 2018 ACURA ILX

Plug-In Hybrids

- 2018 CHEVROLET Volt
- 2018 FORD C-MAX Energi PHEV
- 2018 FORD Fusion Energi PHEV
- 2018 HONDA Accord Plug-In Hybrid
- 2018 TOYOTA Prius Plug-In Hybrid

Electric Vehicles

- 2018 BYD e6



Appendix C

Outreach and Event Documentation

What is the Airport Conversion Program?

Per the MOU with the Attorney General, the Airport has pledged to convert all commercial ground transportation operators at San Diego International Airport to clean vehicles, including hybrid, electric, biodiesel, propane and compressed natural gas vehicles. Discounted permit fees are available.

What vehicles are eligible?

View the CCSE website for further details on eligible vehicles: www.energycenter.org/airport

Vehicle Technology	Model
Hybrid	2013 Lexus ES 300h
	2013 Lincoln MKZ
	2013 Toyota Avalon
Electric	2013 Tesla Model S
Biodiesel	Diesel models from Audi, BMW, and Mercedes
	Chevrolet Express/ GMC Savana 3500
	Mercedes Benz Sprinter
Propane	GM G4500 Cut-Chassis Passenger Van
	Ford E-Series Van and Cutaway
CNG	Ford E-Series Van and Cutaway



2013 Lincoln MKZ Hybrid



2013 Tesla Model S



Mercedes-Benz Sprinter



Re-fueling

Alternative fuel fueling stations are increasing. Below is a listing of the number of current stations in the San Diego area. The following link to the CCSE website will direct you to alternative fueling locations:

www.energycenter.org/airport

Alternative Fuel	Number of Fueling Stations In San Diego County
Propane	9
Compressed Natural Gas	7
Biodiesel	2
Electric	450+

Ethanol

Is not currently an eligible fuel under the program, but there is potential for inclusion as the environmental characteristics of the fuel improve. Many in service vehicles can run E85 fuel including Lincoln Town Cars, GMC Yukon, and Chevrolet Suburban

Grants

Plug-In Electric Vehicles are eligible for a Federal tax credit and state rebates

Upcoming expected funding of \$3,000-\$8,000 per CNG vehicle through the California Energy Commission

Check back at the CCSE website we are continually looking for more funding opportunities

www.energycenter.org/airport

For Questions Contact

Kevin Wood at kevin.wood@energycenter.org or at (858) 244-7295

Why Choose a Clean Vehicle?

Clean vehicles are needed to comply with the Airport's Vehicle Conversion Program, avoid steep increases in airport permit fees and help improve local air quality. Clean vehicles minimize your fleet's impact on the environment by reducing your emissions of greenhouse gases (GHGs) and smog-forming pollutants. Alternative fuels such as propane, natural gas and biodiesel reduce U.S. dependence on imported oil and can save fleet operators money through reduced fuel and maintenance costs.



Alternative Fuel Options for Airport Shuttle Fleets

Fuel	Propane Autogas (LPG) 	Compressed Natural Gas (CNG) 	Biodiesel 
Description	Propane, a byproduct of natural gas production and crude oil refining, is easily converted to liquefied petroleum gas (LPG) and stored in pressurized containers for use in vehicles.	CNG is natural gas compressed and stored in high-pressure tanks (3000-3600 psi).	Biodiesel is fuel derived from vegetable oils and animal fats. It can be blended as B20 (20% biodiesel/80% diesel) or pure B100.
Vehicle Modification Costs	Approximately \$12k	\$12.4k (20-gal capacity) \$13.9k (30-gal capacity)	B20 can be used in most diesel vehicles with little or no engine modifications.
Range	25-gal tank (under floor): 300 miles 46-gal tank (in vehicle): 550 miles	20-gal tank (under floor): 240 miles 30-gal tank (in vehicle): 360 miles	400-450 miles
Benefits	Low carbon content leads to: <ul style="list-style-type: none"> • Extended vehicle life • Reduced maintenance costs • Equal or better performance 	<ul style="list-style-type: none"> • Cheaper than gasoline & diesel • Used in vehicles for 30+ years • Similar performance to gasoline 	<ul style="list-style-type: none"> • Little to no up-front costs • Reduced GHG emissions • Similar performance to diesel
Annual Fuel Cost Savings*	Up to \$4,000 (at 50k miles/yr)	\$1.6k - \$7.5k (at 50k miles/yr)	Increased fuel economy
Local Infrastructure	15 San Diego County fill stations	7 San Diego County fill stations, two located near airport	2 San Diego County fill stations (Mid City, Chula Vista)
Challenges	<ul style="list-style-type: none"> • Fuel tank configurations can reduce seating 	<ul style="list-style-type: none"> • Fuel tank configurations may have lower range or reduce seating 	<ul style="list-style-type: none"> • No significant fuel costs savings • Lower fuel economy 2% (B20), 10% (B100) • Operators must certify that their vehicles are run on at least B20
More Info	Autogas vehicle info: ROUSHCleanTech.com Fuel info: autogasusa.org	CNG vehicle info: baftechnologies.com Fuel info: cleanenergyfuels.com	Fuel info: newleafbiofuels.com

* Compared to gasoline



Ordering Process for CNG and Propane

- 1 Contact your local dealer to place order
- 2 They will order vehicle to be drop-shipped to alternative fuel upfitter
- 3 Upfit modifications times vary (4-8 weeks for CNG, 5-10 weeks for propane)
- 4 Vehicle will be shipped to local dealer for pick up

Biodiesel-capable vehicles are available for immediate purchase.

Other Incentives

Statewide rebates for propane and CNG vehicles have been available in the past and may be available again. Check for news on incentives as they become available at: energycenter.org/airport

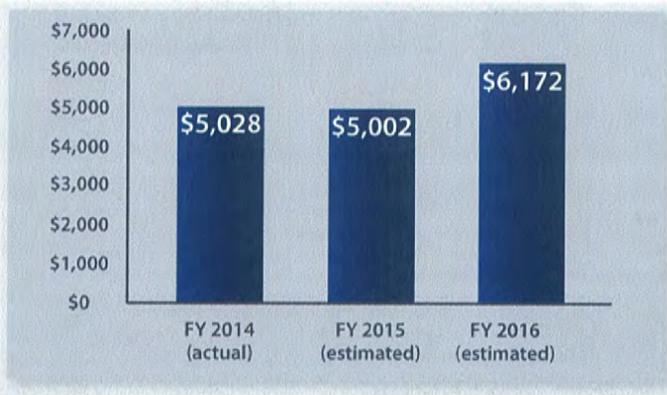
Service

Much of the basic service needs are the same with clean fuel vehicles as they are for gas vehicles, including brakes, wheels, etc. Mechanics should be certified to work on propane or CNG fuel systems. Many local dealers and independent mechanics are certified.

- **Propane** – Mossy Ford, San Diego Bus Repair (Point Loma), Fernando's Auto Repair
- **Natural Gas** – Kearny Pearson Ford, Miramar Truck Center, San Diego Bus Repair
- **Biodiesel** – Any diesel engine mechanic

Annual Permit Fee Savings

*Alternative Fuel Vehicles Compared to Conventional Vehicles**



*San Diego County Airport Shuttle Association/ Primetime vehicles

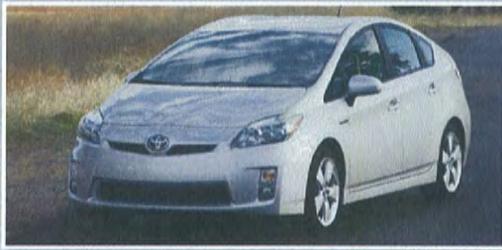


Why Choose a Clean Vehicle?

Hybrid and other clean vehicles allow you to comply with the San Diego International Airport's Vehicle Conversion program, avoid steep increases in airport permit fees and help improve local air quality. Clean vehicles reduce your taxicab's impact on the environment by reducing emissions of greenhouse gas (GHG) and smog-forming pollutants. Hybrids reduce U.S. dependence on imported oil and save taxi operators money through reduced fuel and maintenance costs.



Hybrid Technology



Hybrid electric vehicles (hybrids) combine an internal combustion engine with a battery and electric motor. This combination offers the range and refueling capabilities of a conventional vehicle, while providing improved fuel economy and lower emissions.
(Source: www.driveclean.ca.gov)

Hybrid technology is well established and has been used in more than 6 million vehicles worldwide since 1997. According to the Energy Information Agency, there were more than 2.1 million hybrids on U.S. roads in 2011. Hybrid taxis now account for more than one-third of the vehicles operating at the airport.

Service

Hybrid vehicles have been on the road for more than 15 years, and there are numerous dealership and independent mechanics qualified to work on them. Mossy Toyota offers special service packages for hybrid taxi cabs.



Enjoy the Benefits of Driving a Clean Vehicle

- ▶ Maintain range and save \$1,000s on fuel
- ▶ Collect considerably larger tips
- ▶ Have increased demand for your taxi
- ▶ Improve our region's air quality
- ▶ Reduce greenhouse gas emissions
- ▶ Provide sustainable transportation options

What's driving savings?

Performance Comparison	2012 Toyota Prius V	2008 Ford Crown Victoria
Real-world fuel economy ₁	40 mpg	16 mpg
Fuel cost per year ₂	\$8,000	\$20,000
Fuel savings over 3 years	\$36,000	---
Greenhouse gas emissions ₃	62% reduction	---
Smog-forming emissions ₄	94% reduction	---

1 Based on data collected by CCSE during interviews with San Diego cab drivers

2 Based on 80,000 average annual vehicle mileage and presumed \$4.00/gallon gasoline

3 Vehicle comparison based on data provided by www.fueleconomy.gov

4 Data from California Air Resources Board On-Road New Vehicle & Engine Certifications Program

Incentives No Longer Available

Although incentives have been offered in the past, there are currently no incentives available for hybrid electric vehicles. Learn more at: energycenter.org/airport

Alternative Fuel Vehicle Taxi Cab Fee Savings



YOU'RE INVITED

Natural Gas in the San Diego Region

Learn more about this growing transportation alternative!

One of the cleanest burning energy sources, natural gas is just as capable as gasoline or diesel to run your vehicle or fleet – and at about half the cost. Best of all, there's an abundant supply, with 94% of natural gas domestically produced.

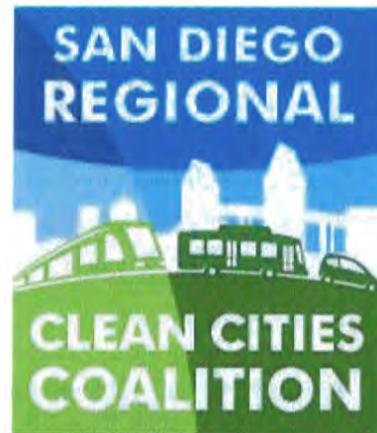
Come join the San Diego Clean Cities Coalition to learn about how natural gas reduces harmful emissions while saving fleet operations money at the pump.

Date: Tuesday, Dec. 10, 2013

Time: Registration: 10:30 a.m.
Presentations: 10:45 a.m. to 12:00
p.m.
& Networking Lunch

Location: California Center for Sustainable Energy
9325 Sky Park Court - Discovery Room
San Diego 92123

REGISTER ONLINE



Featured Speakers

Jim Blake, [SDG&E](#) - Jim Blake is the Account Executive for the Low Emission Vehicle Program for SDG&E and Southern California Gas Company. He has been active in the energy business for 35 years and has been with the Sempra Utilities marketing gas for transportation applications for over 13 years.

Jack Hogan, [Clean Energy](#) - Jack Hogan is the San Diego Account Manager for Fleet Services at Clean Energy. Clean Energy is one of the largest fuel providers in North America, promoting compressed natural gas and liquefied natural gas fueling stations and technology in the transportation sector.

Kirk Lacko, [Westport](#) - Regional Sales Manager for Westport Innovations. Westport™ is changing the way the world moves by engineering the world's most advanced natural gas engines and vehicles and enabling the global shift to a cleaner, cheaper, more sustainable energy source for transportation

The program and networking lunch are completely **FREE** for you to enjoy.

For more information, contact Kevin Wood at kevin.wood@energycenter.org.

YOU'RE INVITED

Propane Autogas in the San Diego Region *The most widely used alternative fuel in the world*

A domestically produced "green" alternative fuel that saves fleets money while significantly reducing harmful emissions, propane autogas, or liquid petroleum gas, is on the rise.

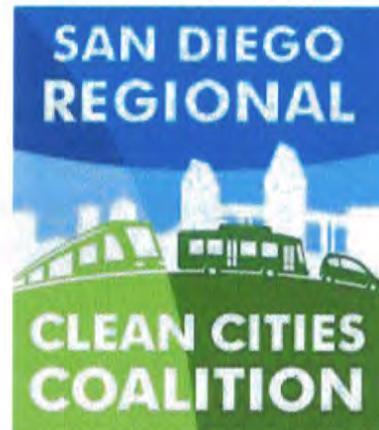
Join the San Diego Clean Cities Coalition to learn about more about autogas and its potential for fleet use in San Diego County.

Date: Tuesday, Aug. 13, 2013

Time: Registration: 10:30 a.m.
Presentations: 10:45 a.m. to 12:00 p.m.
& Networking Lunch

Location: California Center for Sustainable Energy
9325 Sky Park Court - Discovery Room
San Diego 92123

REGISTER ONLINE



Featured Speakers

Eric Bates, [ROUSH CleanTech](#) - *Autogas technology and vehicle options*
A leader in propane autogas technology, ROUSH CleanTech offers Ford trucks and vans.

Steve Moore, [Expo Propane](#) - *Autogas infrastructure availability in & around San Diego*
Expo Propane recently opened their newest propane autogas fill station in Kearny Mesa.

Jon Van Bogart, [CleanFUEL USA](#) - *Leading manufacturer of certified autogas vehicle systems and fueling equipment*

You will also have the opportunity to hear fleet managers currently using propane autogas vehicles to learn about their experiences.

The program and networking lunch are completely **FREE** for you to enjoy.

Please register at the [event website](#).

The program and networking lunch are sponsored by ROUSH CleanTech, Expo Propane & the San Diego Clean Cities Coalition.

For more information, contact Kevin Wood at kevin.wood@energycenter.org.



Appendix D: Policies on bi-fuel and pre-certification demonstration vehicles

San Diego Airport Bi-fuel Policy

Any Bi-fuel vehicle¹ operating at the San Diego Airport shall operate 90% of the time on an alternative fuel². To verify policy compliance, all Airport ground transportation operators with Bi-fuel vehicles are required to sign a certification agreeing to the Bi-fuel policy and monthly fuel receipt submittals. Operators must submit monthly fueling receipts with mileage to verify use of alternative fuels. For following this policy, operators will receive an incentivized permit fee.

Compliance and Penalty

Fuel receipts and mileage of are due to the Ground Transportation Department the first Friday of each month and can be mailed or hand-delivered. There will be 30-day grace period for fuel receipts and mileage to be received, if documentation is not received after the 30-day grace period the operator will forfeit their incentivized permit fee at the San Diego Airport.

The San Diego Airport Ground Transportation Department Office is located at 3225 N. Harbor Drive, 3rd floor. Hours of operation are:

Monday, Wednesday, Thursday, and Friday from 8:30 to 11:30 a.m.

Tuesday from 8:30 to 11:00 a.m.

Monday thru Thursday, 1:30 to 4:00 p.m.

¹ Bi-fuel vehicles have two separate fueling systems allowing vehicles to run on an alternative fuel or gasoline. In operation bi-fuel vehicles can combust only one fuel at any time.

² Alternative fuels include propane, natural gas, or biodiesel



San Diego Airport Ground Transportation Provider Bi-fuel Certification

I certify that my company is licensed to operate a ground transportation vehicle at the San Diego Airport. I understand that in order for this vehicle to be eligible under the Bi-fuel Policy I need to fuel this vehicle 90% of the time with an alternative fuel, such as propane, natural gas or biodiesel.

I understand that the San Diego Airport Ground Transportation Department will require my company to submit monthly fuel receipts with mileage for this eligible vehicle the first Friday of each month. At the latest these fuel receipts and mileage must be submitted before the end of the 30-day grace period.

Failure to do so will result in:

- 1) Loss of incentivized permit fee at the San Diego Airport

By signing below I confirm that I fully understand and agree to the contents thereof.

Ground Transportation Provider Certification

Name of Ground Transportation Company

Owner /Individual Certifying on Behalf of Company

VIN

Date

San Diego Airport Certification

Eligible Vehicle Permit No:

Date Permitted at San Diego Airport:

Name of Authorized Signature of San Diego Airport Official

Signature: _____ Date: _____



San Diego Airport Alternative Fuel Conversion Policy

Operators intending to convert an in use vehicle to alternative fuel³ operation must notify the Airport Authority and provide documentation that the conversion system is certified by the California Air Resource Board (ARB) operators following this policy will receive an incentivized permit fee.

A newly converted alternative fuel vehicle undergoing ARB testing may operate at the San Diego International Airport for six months pending certification. Documentation must be provided showing that the vehicle was converted using a conversion kit currently in the testing phase by ARB. To continue using that vehicle at the airport, after 6 months the vehicle operators must show documentation of vehicle conversion status. Vehicle operators must verify that the vehicle conversion has successfully passed the ARB alternative fuel retrofit system certification procedures. After 6 months, vehicle operators have 45 days to provide documentation to the San Diego Airport Ground Transportation Department Office or the vehicle will not continue to receive an incentivized permit fee.

Vehicle Use after 6-month period

After 6 months, if the vehicle has not passed the ARB alternative fuel retrofit system certification procedures it is subject to loss of incentivized permit fee. Operators should follow ARB guidelines regarding removal of conversion system.

The San Diego Airport Ground Transportation Department Office is located at 3225 N. Harbor Drive, 3rd floor. Hours of operation are:

Monday, Wednesday, Thursday, and Friday from 8:30 to 11:30 a.m.

Tuesday from 8:30 to 11:00 a.m.

Monday thru Thursday, 1:30 to 4:00 p.m.

³ Alternative fuels include propane, natural gas, electric, and hybrid



San Diego Airport Ground Transportation Converted Vehicle Certification

I certify that my company is licensed to operate a ground transportation vehicle at the San Diego Airport. I understand that in order for this vehicle to be eligible under the Converted Vehicle Policy I need to show documentation that the vehicle was converted using an Air Resource Board (ARB) approved conversion kit.

I understand that after 6 months, the company has 45 days to submit documentation of vehicle conversion status to the San Diego Airport Ground Transportation Department. If the vehicle has not passed the Air Resource Board's alternative fuel retrofit system certification procedures I can no longer operate the vehicle with that conversion without permission from ARB.

Failure to do so will result in:

- 1) Loss of incentivized permit fee at the San Diego Airport if vehicle is running on non-certified conversion beyond testing period

By signing below I confirm that I fully understand and agree to the contents thereof.

Ground Transportation Provider Certification

Name of Ground Transportation Company

Owner /Individual Certifying on Behalf of Company

VIN

Date

San Diego Airport Certification

Eligible Vehicle Permit No:

Date Permitted at San Diego Airport:

Name of Authorized Signature of San Diego Airport Official

Signature: _____

Date: _____



Appendix E: Alternative Fuel Programs at Peer Airports

Los Angeles

In the 1990's, Los Angeles International Airport established an Alternative Fuel Vehicle Requirement Program, and began integrating alternative fuels to power its fleet vehicles. The Program specifically targets all vehicles greater than 8,500 pounds gross weight operating on LAX property (including airport contractors, airport lessees, airport licensees or subcontractors), with a 100% conversion by the year 2015. Currently, the LAX fleet is comprised of 72% alternative fuel vehicles

More information:

<http://www.lawa.org/uploadedfiles/AirOps/pdf/Exh%20C%20-%20Alt%20Fuel%20Program.pdf>

San Francisco

In 2000, SFO adopted the Clean Vehicle Policy which established target dates to replace gasoline and diesel powered vehicles with clean emission vehicles powered by alternative fuels, such as CNG and electricity. The Policy set a goal of 100% clean air vehicles in the Airport and Airport-permitted fleets by 2012. In 2010, over 3,000 electric, CNG, advanced diesel, and propane vehicles were in operation at the Airport. Funding for the conversion from gasoline to alternative fuels came from local, federal and state agencies. Other incentives included penalty trip fees for hotel courtesy shuttles, "head of line" privileges for CNG taxicabs. The airport hosts two of the largest CNG stations in northern California.

More information:

http://media.flysfo.com/CleanVehiclePolicy_0.pdf



Phoenix

Beginning in 1996, Phoenix Skyharbor International Airport (PHX) has invested over \$33 million for infrastructure and vehicles in its effort to reduce vehicle emissions by converting to alternative or clean fuels. Roughly 70% of the airport's fleet of 380 vehicles is operating on alternative fuels, including 100 CNG vehicles, 40 biodiesel, and 50 E85. All Super Shuttle vehicles run on CNG or propane fuel. Moreover, all permanent airport taxi-fleets are using E85 fuel.

More information:

<http://skyharbor.com/community/alternativeFuels.html>

MOA Responsibility Summary

MOA Responsibility Summary- January 2014

	Complete (CO)
	Long-term/high importance action for significant review, analysis and coordination (LT)
	Short term task for immediate action and closure (IP)
	Incomplete (INC)

Taxi Cab Consortium MOA Summary (San Diego Transportation Association and San Diego Taxi Association) (Excludes Independent Cab Owners Association (ICOA))

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights
AIRPORT AUTHORITY		
1	Maintain open lines of communication	CO Monthly meetings are scheduled with agendas and conducted with consortium representatives to resolve operational and customer service issues.
2	Ensure operational programs and business planning decisions considered prior to implementation	CO Operational programs and business planning decisions are incorporated into the periodic communication between the Authority and the Taxicab consortiums e.g. Terminal 2 Operations Phasing plans
3	Specific programs to meet the performance objectives	LT Ongoing discussion to develop specific programs that meet agreed-to performance objectives e.g. GT facility and support system upgrades; Communication equipment upgrades; Customer service programs; Improved vehicle appearance; Driver professionalism; SDIA Rules and Regulations compliance
4	Confer with industry to develop facilities that support SDIA taxicab operations	CO Ground transportation operational changes are communicated in a timely and complete manner.
5	Improvements to hold lots and driver amenities e.g. restrooms, concessions, reflection/meditation areas	CO Restrooms, Reflection/meditation area All taxicab services are allowed to operate at the transportation plaza and hold lot facilities.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
6	Comprehensive cost recovery system	CO	Cost recovery allocated annually and incorporated into the permit fee; FY13-FY17 permit fees established.
7	Provision of annual financial report outlining expenditures, fee rate estimates	CO	FY14 presentation to be scheduled.
8	Ground Transportation Service Operator Guide	CO	Distributed to Consortium representatives on 5/1/12
9	Periodic vehicle inspections	CO	Underway and completed daily; inspection data compiled and reviewed.
10	Kiosk design architecture and cost	CO	New T2 outdoor kiosk locations for taxicab and shuttle van operations have been set; new T1 kiosks cannot be placed into service for the immediate future.
11	Conduct quarterly meetings	CO	Monthly meetings are underway with consortium reps. Meetings conducted monthly since Jan. 2012
12	Alternative approach to acquire vehicles including pooling arrangements, etc.	CO	Assistance provided to secure AFV through Mossy Toyota and the California Center for Sustainable Energy (CCSE) available through 8/31/12.
13	Cost reduction programs for procurement, fueling, upkeep, insurance	CO	Insurance broker meetings conducted June 26, 2012
14	Federal and state Small Business Administration (SBA) training courses and handbook guidance	CO	Meetings with SBA and SCORE representatives conducted June 26, 2012
15	Taxicab permits- increase Airport Authority control over transferability	CO	Currently the Airport's Rules and Regulations Code 9.19 (b) defines the permitting requirements for post 2014 transfers. An alternative proposal from the taxicab consortiums was brought to the staff for consideration and denied.
16	SDIA Rules and Regulations requiring all taxicab permit holders to join the MOA consortium.	CO	SDIA Rules and Regulations Section 5.4 COMMERCIAL TRANSPORTATION VEHICLES, sub-section D6 "Issuance and Transfer of Permits"

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
17	Evaluate ground transportation program for system improvements for one (1) year	LT	Data collection underway for Customer Satisfaction and Vehicle inspections.
Taxi Consortiums			
1	(Consortia will) establish and maintain as a business entity	CO	Business entity since Apr/May 2011.
2	Single point of contact (with alternate) for timely planning, problem solving, driver performance/complaints, congestion	CO	SPOC designated and alternates have been identified. The SPOC will work with drivers to resolve operational issues, vehicle appearance and customer complaints.
3	Program to monitor taxicab appearance standards	CO	Taxicab appearance standards have been clearly communicated to all drivers. The Airport Authority continues to inspect and enforce.
4	Ensure conformance to SDIA Rules and Regulations	CO	Taxicab conformance to SDIA Rules and Regulations has been communicated to all cab drivers. The Airport Authority continues to inspect and enforce.
5	Program for monitoring driver appearance and professional behavior	CO	Taxicab driver appearance and professional behavior standards have been clearly communicated to all cab drivers. The Airport Authority continues to inspect and enforce.
6	Process for correcting and disciplining member owners and drivers	CO	Drivers will be made aware that any disciplinary action may result in dismissal from the MOA consortium.
7	Control system, acceptable to the Authority, ensuring the designated number of taxicabs servicing the airport.	CO	The Authority has established a control system to ensure the designated number of taxicabs service the airport. The consortiums will continue to monitor.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
8	Electronic collection of fares	CO	Taxicabs equipped with electronic devices for safe and secure fare transactions
9	Recognition of other ground transportation consortiums	CO	MOA signed
Authority & Taxicab Consortium Joint Responsibilities			
1	Process for addressing airport ground transportation system shortfalls	LT	Currently, customer satisfaction and vehicle appearance inspection data is being collected. Other ground transportation issues will be addressed.
2	Meet quarterly with agreed upon agenda. Invite all taxicab consortium members.	CO	Meetings with drivers have been held in November 2012, March 2013, September 2013 and planned for late February 2014.
3	Formulate an expanded Driver Training program curriculum	CO	Driver training using the on-line taxicab, Limousine & Paratransit Association (TLPA) training modules with certification and recertification requirements and the SDCASA classroom training program have been approved.
4	Complaint Resolution process	CO	Airport Rules and Regulations, Section 7.0 provides the process for citations (7.4) and appeals (7.6).
5	Provision of a well-trained and motivated Customer Service Representative to help manage daily operations	CO	The Airport (through ACE Parking) provides CSR coverage for all taxicab hold lot dispatch and operations.
6	Devise CSR best practices establishing duties and responsibilities and standards of performance	CO	Job descriptions with duties and responsibilities outlined and performance standards specified are available.
7	Closely monitor conditions at the hold lot and transportation plazas	CO	Video equipment installed at the T1 Transit Island, Commuter Terminal and the Hold Lot and operational at T2 August 2013.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
Authority & Taxicab Consortium Joint Responsibilities			
8	Program guidelines and written plan for achieving total airport taxicab fleet conversion to electric, alternative or clean air vehicle per the schedule	CO	The Air Quality Management Plan (AQMP) and the California Air Resources Board mandates provide appropriate guidance for the vehicle conversion plan and schedule.
9	Program guidelines and written plan for enhanced service, accommodations and traveling options for the disabled.	CO	Two vehicles are available throughout the day for disabled passenger transportation.

RESPONSIBILITY SUMMARY

Consortium	Complete	Long-Term	In Progress	Incomplete
San Diego Transportation Association	Authority: 15 Consortium: 9 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0
San Diego Taxi Association	Authority: 15 Consortium: 9 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0
Independent Cab Owners Association	Authority: 15 Consortium: 9 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0

MOA Responsibility Summary

Shuttle Consortium MOA Summary (San Diego County Airport Shuttle Association)

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
1	Maintain open lines of communication	CO	Monthly meetings are scheduled with agendas and conducted with consortium representatives to resolve operational and customer service issues.
2	Ensure operational programs and business planning decisions considered prior to implementation	CO	Operational programs and business planning decisions are incorporated into the periodic communication between the Authority and the taxicab consortiums e.g. Terminal kiosk walk through
3	Specific programs to meet the performance objectives	LT	Ongoing discussions to develop specific programs that meet agreed to performance objectives e.g. GT facility and support system upgrades Communication equipment upgrades Customer service programs Improved vehicle appearance Driver professionalism SDIA Rules and Regulations compliance
4	Confer with SDCASA to develop facilities that support SDIA shuttle van operations	CO	Ground transportation operational changes are communicated in a timely and complete manner.
5	Improvements to hold lots and driver amenities e.g. restrooms, concessions, reflection/meditation areas	CO	Restrooms upgraded Reflection/meditation area provided. All vehicle for hire services are allowed to operate at the transportation plaza and hold lot facilities
6	Comprehensive cost recovery system	CO	Cost allocated annually and incorporated into the permit fee; FY 13- FY 17 permit fees established
7	Provision of annual financial report outlining expenditures, fee rate estimates	CO	FY14 presentation to be scheduled.
8	Ground Transportation Service Operator Guide	CO	Distributed to all shuttle van consortium members 5/1/12.
9	Periodic vehicle inspections	CO	Underway and completed daily; inspection data compiled and reviewed.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
10	Kiosk design architecture and cost	CO	New T2 outdoor kiosk locations for taxicab and shuttle van operations have been set; new T1 kiosks cannot be placed into service for the immediate future.
11	Conduct quarterly meetings	CO	Monthly meetings scheduled and agenda developed by Authority staff in conjunction with consortium reps. Meetings conducted monthly since Jan. 2012
12	Alternative approach to acquire vehicles including pooling arrangements, etc.	CO	Assistance provided to secure AFV options and financing through the California Center for Sustainable Energy (CCSE).
13	Cost reduction programs for procurement, fueling, upkeep, insurance	CO	Insurance broker meeting held June 26, 2012.
14	Federal and state Small Business Administration (SBA) training courses and handbook guidance	CO	Meetings with SBA and SCORE representatives held June 26, 2012.
15	Evaluate ground transportation program for system improvements for one (1) year	LT	Data collection for Customer Satisfaction and Vehicle inspections underway.
San Diego County Airport Shuttle Association			
1	Single point of contact (with alternate) for timely planning, problem solving, driver performance/complaints, congestion	CO	SPOC designated but an alternate has not; SPOC authority/responsibility to address shuttle van issues, vehicle appearance and customer complaints needs resolution.
2	Program to monitor shuttle van appearance standards	CO	Conducts program to monitor shuttle van appearance standards.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
San Diego County Airport Shuttle Association			
3	Program for monitoring driver appearance and professional behavior	CO	Conducts program to monitor driver appearance and professional behavior.
4	Ensure conformance to SDIA Rules and Regulations	CO	Diligently communicates and holds drivers accountable for SDIA Rules and Regulations compliance.
5	Provide a formal training program, acceptable to the Authority.	CO	Driver training using the on-line taxicab, Limousine & Paratransit Association (TLPA) training modules with certification and recertification requirements and the SDCASA classroom training program have been approved.
6	Maintain records of franchisee driver safety and customer service incidents.	CO	Franchisee driver safety and customer service incidents maintained by respective SDCASA companies.
7	Control system, acceptable to the Authority, ensuring the designated number of shuttles servicing the airport.	CO	The Authority has established a control system to ensure the designated number of taxicabs service the airport but the effectiveness and monitoring method has not been established. At this time, sufficient shuttle van inventory exists to ensure uninterrupted shuttle service.
8	Electronic collection of fares	CO	Shuttle vans equipped with electronic devices for safe and secure fare transactions.
9	All SDCASA vans outfitted with electronic mapping and Global Positioning Systems (GPS) information to the driver.	CO	All Shuttles either have GPS or cell phone apps to provide electronic mapping and information to the driver
10	Recognition of other ground transportation consortiums	CO	MOAs signed

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
Authority/ SDCASA Joint Responsibilities			
1	Process for addressing airport ground transportation system shortfalls	LT	Collection of customer satisfaction and vehicle appearance inspection data underway.
2	Meet quarterly with agreed upon agenda. Invite SDCASA franchisees	CO	Meeting with Franchisees held November 2012, March 2013, September 2013
3	Formulate an expanded Driver Training program curriculum	CO	SDCASA has implemented a 3 hr. training program attended by all shuttle drivers.
4	Complaint Resolution process	CO	Airport Rules and Regulations, Section 7.0 provides the process for citations (7.4) and appeals (7.6).
5	Provision of a well-trained and motivated Customer Service Representative to help manage daily operations	CO	The Airport (through ACE Parking) provides CSR coverage for all SDCASA hold lot dispatch and operations. CSR duties and responsibilities are fully understood by drivers and CSRs
6	Allowed to operate on the transportation plazas and in the shuttle van hold lot	CO	All shuttle van services are allowed to operate at the transportation plaza and hold lot facilities.
7	Closely monitor conditions at the hold lot and transportation plazas	CO	Video equipment has been installed at the T1 Transit Island and the Hold Lot. and operational at T2 effective August 2013.
8	Program guidelines and written plan for achieving total airport taxicab fleet conversion to electric, alternative or clean air vehicle per the schedule	CO	The Air Quality Management Plan (AQMP) provides guidance for the vehicle conversion plan and schedule.
9	Program guidelines and written plan for enhanced service, accommodations and traveling options for the disabled.	CO	Transportation services for disabled or handicapped people are outsourced to a third party provider.

MOA Responsibility Summary

Shuttle Consortium MOA Summary (SuperShuttle)

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
1	Maintain open lines of communication	CO	Monthly meetings scheduled and agenda developed by Authority staff in cooperation with consortium reps.
2	Ensure operational programs and business planning decisions considered prior to implementation	CO	Operational programs and business planning decisions are incorporated into the periodic communication between the Authority and the taxicab consortiums e.g. Terminal kiosk walk through
3	Specific programs to meet the performance objectives	LT	GT facility and support system upgrades Communication equipment upgrades Customer service programs Improved vehicle appearance Driver professionalism SDIA Rules and Regulations compliance
4	Confer with SuperShuttle to develop facilities that support SDIA shuttle van operations	CO	Ground transportation operational changes are communicated in a timely and complete manner.
5	Improvements to hold lots and driver amenities e.g. restrooms, concessions, reflection/meditation areas	CO	Restrooms upgraded Reflection/meditation area provided. All vehicle for hire services are allowed to operate at the transportation plaza and hold lot facilities
6	Comprehensive cost recovery system	CO	Cost allocated annually and incorporated into the permit fee; 2013 permit fees have been communicated.
7	Provision of annual financial report outlining expenditures, fee rate estimates	CO	FY14 presentation to be scheduled.
8	Ground Transportation Service Operator Guide	CO	Distributed 5/1/12
9	Periodic vehicle inspections	CO	Completed daily
10	Kiosk design architecture and cost	CO	New T2 outdoor kiosk locations for taxicab and shuttle van operations have been set; new T1 kiosks cannot be placed into service for the immediate future.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
11	Conduct quarterly meetings	CO	Monthly meetings scheduled and agenda developed by Authority staff in cooperation with consortium reps. Meetings have been conducted monthly since Jan. 2012
12	Alternative approach to acquire vehicles including pooling arrangements, etc.	CO	Assistance provided for AFV information and financing through the California Center for Sustainable Energy (CCSE).
13	Cost reduction programs for procurement, fueling, upkeep, insurance	IP	Insurance broker meeting held June 26, 2012
14	Federal and state Small Business Administration (SBA) training courses and handbook guidance	IP	Meetings with SBA and SCORE representatives held June 26, 2012
15	Evaluate ground transportation program for system improvements for one (1) year	LT	Data collection for Customer Satisfaction and Vehicle inspections underway.
SuperShuttle			
1	Single point of contact (with alternate) for timely planning, problem solving, driver performance/complaints, congestion	CO	SPOC designated
2	Program to monitor shuttle van appearance standards	CO	Program in effect to monitor shuttle van appearance standards.
3	Program for monitoring driver appearance and professional behavior	CO	Program in effect to monitor driver appearance and professional behavior.
4	Ensure conformance to SDIA Rules and Regulations	CO	Program in effect to ensure conformance to SDIA Rules and Regulations.
5	Provide a formal training program, acceptable to the Authority.	CO	Formal training program, acceptable to the Authority, in effect.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary		Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights
6	Maintain records of franchisee driver safety and customer service incidents.	CO	Franchisee driver safety and customer service incidents records maintained.
7	Control system, acceptable to the Authority, ensuring the designated number of cabs servicing the airport.	CO	Control system in effect.
8	Electronic collection of fares	CO	Shuttle vans equipped with electronic devices for safe and secure fare transactions
9	All SuperShuttle vans outfitted with equipment capable of providing electronic mapping and Global Positioning Systems (GPS) information to the driver.	CO	GPS systems in all vans
10	Recognition of other ground transportation consortiums	CO	MOA signs
Authority & SuperShuttle Joint Responsibilities			
1	Process for addressing airport ground transportation system shortfalls	LT	Collection of customer satisfaction and vehicle appearance inspection data underway.
2	Meet quarterly with agreed upon agenda. Invite SuperShuttle franchisees	CO	Meeting with Franchisees held November 2012, March 2013, September 2013
3	Formulate an expanded Driver Training program curriculum	CO	Formal training program, acceptable to the Authority, in effect.
4	Complaint Resolution process	CO	Airport Rules and Regulations, Section 7.0 provides the process for citations (7.4) and appeals (7.6).
5	Provision of a well-trained and motivated Customer Service Representative to help manage daily operations	CO	GSRs provided by and trained by SuperShuttle.
6	Allowed to operate on the transportation plazas and in the shuttle van hold lot	CO	All shuttle van services are allowed to operate at the transportation plaza and hold lot facilities.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
Authority & SuperShuttle Joint Responsibilities			
7	Closely monitor conditions at the hold lot and transportation plazas	CO	Video equipment has been installed at the T1 Transit Island and the Hold Lot. T2 Video equipment operational effective August 2013.
8	Program guidelines and written plan for achieving total airport taxicab fleet conversion to electric, alternative or clean air vehicle per the schedule	CO	The Air Quality Management Plan (AQMP) provides guidance for the vehicle conversion plan and schedule.
9	Program guidelines and written plan for enhanced service, accommodations and traveling options for the disabled.	CO	Transportation services for disabled or handicapped people are provided directly by SuperShuttle.

MOA Responsibility Summary

Shuttle Consortium MOA Summary (Prime Time Shuttle)

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
1	Maintain open lines of communication	CO	Monthly meetings scheduled and agenda developed by Authority staff in cooperation with consortium reps.
2	Ensure operational programs and business planning decisions considered prior to implementation	CO	Operational programs and business planning decisions are incorporated into the periodic communication between the Authority and the taxicab consortiums e.g. Terminal kiosk walk through
3	Specific programs to meet the performance objectives	LT	GT facility and support system upgrades Communication equipment upgrades Customer service programs Improved vehicle appearance Driver professionalism SDIA Rules and Regulations compliance
4	Confer with Prime Time to develop facilities that support SDIA shuttle van operations	CO	Ground transportation operational changes are communicated in a timely and complete manner.
5	Improvements to hold lots and driver amenities e.g. restrooms, concessions, reflection/meditation areas	CO	Restrooms upgraded Reflection/meditation area provided. All vehicle for hire services are allowed to operate at the transportation plaza and hold lot facilities
6	Comprehensive cost recovery system	CO	Cost allocated annually and incorporated into the permit fee; 2013 permit fees have been communicated.
7	Provision of annual financial report outlining expenditures, fee rate estimates	CO	FY14 presentation to be scheduled.
8	Ground Transportation Service Operator Guide	CO	Distributed 5/1/12
9	Periodic vehicle inspections	CO	Completed daily
10	Kiosk design architecture and cost	CO	New T2 outdoor kiosk locations for taxicab and shuttle van operations have been set; new T1 kiosks cannot be placed into service for the immediate future.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
AIRPORT AUTHORITY			
11	Conduct quarterly meetings	CO	Monthly meetings scheduled and agenda developed by Authority staff in cooperation with consortium reps. Meetings have been conducted monthly since Jan. 2012
12	Alternative approach to acquire vehicles including pooling arrangements, etc.	CO	Assistance provided for AFV information and financing through the California Center for Sustainable Energy (CCSE).
13	Cost reduction programs for procurement, fueling, upkeep, insurance	IP	Insurance broker meeting held June 26, 2012
14	Federal and state Small Business Administration (SBA) training courses and handbook guidance	IP	Meetings with SBA and SCORE representatives held June 26, 2012
15	Evaluate ground transportation program for system improvements for one (1) year	LT	Data collection for Customer Satisfaction and Vehicle inspections underway.
Prime Time Shuttle			
1	Single point of contact (with alternate) for timely planning, problem solving, driver performance/complaints, congestion	CO	SPOC designated
2	Program to monitor shuttle van appearance standards	CO	Program in effect to monitor shuttle van appearance standards.
3	Program for monitoring driver appearance and professional behavior	CO	Program in effect to monitor driver appearance and professional behavior.
4	Ensure conformance to SDIA Rules and Regulations	CO	Program in effect to ensure conformance to SDIA Rules and Regulations.
5	Provide a formal training program, acceptable to the Authority.	CO	Formal training program, acceptable to the Authority, developed and approved.

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
6	Maintain records of franchisee driver safety and customer service incidents.	CO	Franchisee driver safety and customer service incidents records maintained.
7	Control system, acceptable to the Authority, ensuring the designated number of shuttles servicing the airport.	CO	Control system and designated number of shuttles servicing the airport under review.
8	Electronic collection of fares	CO	Shuttle vans equipped with electronic devices for safe and secure fare transactions
9	All Prime Time vans outfitted with equipment capable of providing electronic mapping and Global Positioning Systems (GPS) information to the driver.	CO	GPS systems installed and used
10	Recognition of other ground transportation consortiums	CO	MOA signed
Authority & Prime Time Joint Responsibilities			
1	Process for addressing airport ground transportation system shortfalls	LT	Collection of customer satisfaction and vehicle appearance inspection data underway.
2	Meet quarterly with agreed upon agenda.	CO	Meeting with Franchisees held November 2012, March 2013, September 2013
3	Formulate an expanded Driver Training program curriculum	CO	Formal training program, acceptable to the Authority, developed and approved.
4	Complaint Resolution process	CO	Airport Rules and Regulations, Section 7.0 provides the process for citations (7.4) and appeals (7.6).
5	Provision of a well-trained and motivated Customer Service Representative to help manage daily operations	CO	The Airport (through ACE Parking) provides CSR coverage for all taxicab dispatch and operations. Prime Time will be working towards assuming the CSR responsibilities at some future date.
		CO	

MOA Responsibility Summary

Responsibility and Number	Responsibility Summary	Status: Complete (CO) ; In Progress (IP); Long-term discussion topic (LT); Incomplete (INC) with highlights	
Authority & Prime Time Joint Responsibilities			
6	Allowed to operate on the transportation plazas and in the shuttle van hold lot	CO	All shuttle van services are allowed to operate at the transportation plaza and hold lot facilities.
7	Closely monitor conditions at the hold lot and transportation plazas	CO	Video equipment has been installed at the T1 Transit Island and the Hold Lot. T2 video monitoring equipment operational August 2013.
8	Program guidelines and written plan for achieving total airport taxicab fleet conversion to electric, alternative or clean air vehicle per the schedule	CO	The Air Quality Management Plan (AQMP) provides guidance for the vehicle conversion plan and schedule.
9	Program guidelines and written plan for enhanced service, accommodations and traveling options for the disabled.	CO	Transportation services for disabled or handicapped people are provided directly by Prime Time.

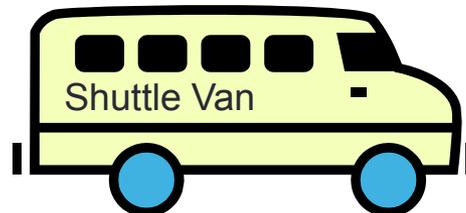
RESPONSIBILITY SUMMARY

Consortium	Complete	Long-Term	In Progress	Incomplete
San Diego County Airport Shuttle Association	Authority: 13 Consortium: 10 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0
SuperShuttle	Authority: 13 Consortium: 10 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0
Prime Time Shuttle	Authority: 13 Consortium: 10 Joint: 9	Authority: 2 Consortium: 0 Joint: 1	Authority: 0 Consortium: 0 Joint: 0	Authority: 0 Consortium: 0 Joint: 0

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY UPDATE ON GROUND TRANSPORTATION OPERATIONAL FRAMEWORK

March 2014

Angela Shafer-Payne, VP Operations
David Boenitz, Director Ground Transportation



Contents

TOPIC

February Board Meeting Recap

GT Financial Summary

- Cost Recover Methodology
- Costs
- Cost Recovery Fee Calculations
- Permit and Trip Fees

Operational Challenges

- AFV/CAV Equipment and Fuel Availability
- Taxicab and Vehicle for Hire Memorandum of Agreement (MOA)
- Airport Taxicab Availability and Passenger Wait times

Contents

TOPIC

Operational Challenges (cont.)

- Taxicab Hold Lot
- Electric Vehicle (EV) Charging
- Airport Ground Transportation passenger satisfaction
- Vehicle Safety/Appearance
- Taxicab permit transferability
- Taxicab and Vehicle for Hire Business/Operational Models

Summary and Next Steps

- Staff Recommendations

FEBRUARY BOARD MEETING RECAP

- GT Inter-relationships
- Board Discussion and Staff Action Items

February Board Discussion

Major topics discussed at the last the Board meeting:

- Periodic AFV/CAV conversion counts
- Transportation Network Companies
- Carl Moyer Funds and their application
- GCLA Petition to the PUC
- Cost Recovery/Allocation and Permit fees

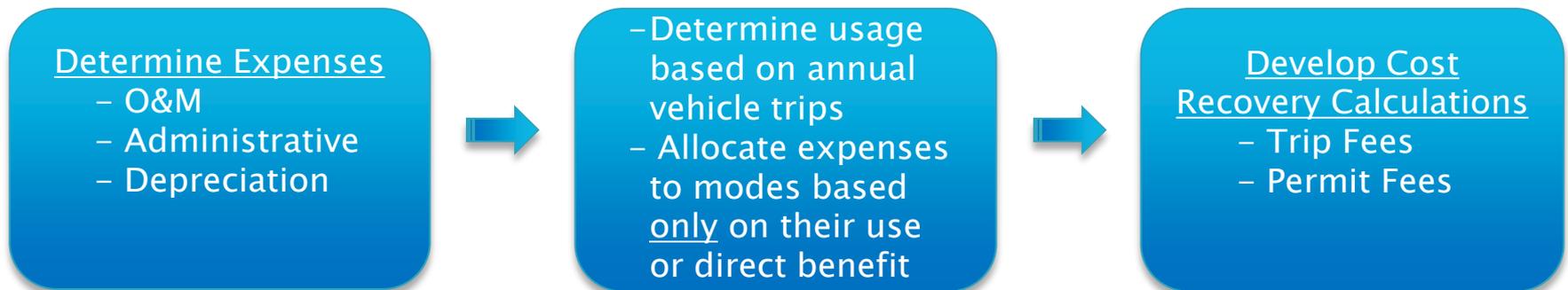
GROUND TRANSPORTATION COST RECOVERY PROGRAM

- Cost Recovery Methodology
- Costs
- Cost Recovery Fee Calculations
- Permit and Trip Fees



**Ground Transportation Cost
Recovery Program
San Diego County Regional Airport Authority**

Cost Recovery Methodology





Ground Transportation Costs

	FY 2012 Amount allocated to ground transportation (for FY14 cost recovery)	Amount allocated to other areas	FY 2013 Amount allocated to ground transportation (for FY15 cost recovery)	Amount allocated to other areas
Operating & Maintenance expenses	\$5,776,883	\$100,868,762	\$6,150,497	\$109,458,713
SDCRAA General and Administrative costs	1,516,216	26,474,274	1,451,215	25,826,878
Depreciation of Capital Projects	2,249,306	42,282,694	2,298,505	39,325,495
TOTAL	\$9,542,405	\$169,625,730	\$9,900,217	\$174,611,086



Ground Transportation Expenses Comparison

Airport Authority Ground Transportation Costs

(all numbers in \$M; may not add due to rounding)

	FY 2010	FY 2011	FY 2012	FY 2013
Operating & Maintenance Expenses				
Airport Traffic Officers	\$ 3.6	\$ 3.9	\$ 3.9	\$ 4.3
Customer Service Representatives	0.7	0.8	0.8	0.7
Ground Transportation Departmental costs	0.5	0.5	0.6	0.6
Roadways Maintenance & Landscaping	1.0	0.6	0.6	0.5
Taxi Hold Lot Trip Fee costs	-	-	-	0.1
Subtotal	\$ 5.9	\$ 5.8	\$ 5.8	\$ 6.2
SDCRAA General and Administrative costs	\$ 1.5	\$ 1.6	\$ 1.5	\$ 1.5
Depreciation of Roadway Assets	2.5	2.5	2.2	2.3
Total	\$ 10.0	\$ 9.8	\$ 9.5	\$ 9.9



Cost Recovery Fee Calculation

Vehicle Mode Cost Allocation FY 2015

Mode	FY 2013 trips by Mode	FY13 Share	Ground Transport costs assigned on trips	Customer Service reps. cost allocation	Taxi cost allocation	Total O&M costs	G&A (23.6%)	Depreciation	FY 2013 Allocated costs
Taxicabs	802,073	11.6%	\$623,357	\$462,959	\$77,828	\$1,164,144	\$274,681	\$267,763	\$1,706,588
Super Shuttle Vehicles-for-hire	51,568	0.7%	\$40,077	\$6,197	-	\$46,274	\$10,918	\$17,215	\$74,408
SDCASA & Primetime Vehicles-for-hire	40,566	0.6%	\$31,528	\$252,559	-	\$284,087	\$67,030	\$13,543	\$364,660
Limousines	87,000	1.3%	\$67,615	-	-	\$67,615	\$15,954	\$29,044	\$112,613
Hotel / motel shuttles	141,316	2.1%	\$109,828	-	-	\$109,828	\$25,914	\$47,177	\$182,919
Off-airport parking	264,576	3.8%	\$205,624	-	-	\$205,624	\$48,517	\$88,326	\$342,467
Rental car shuttles	696,818	10.1%	\$541,555	-	-	\$541,555	\$127,780	\$232,625	\$901,960
Charter buses	3,000	0.0%	\$2,332	-	-	\$2,332	\$550	\$1,002	\$3,883
Private Vehicles	3,780,000	54.9%	\$2,937,749	-	-	\$2,937,749	\$693,164	\$1,261,911	\$4,892,825
Public Transit, Authority and Airport Vehicles	1,018,153	14.8%	\$791,290	-	-	\$791,290	\$186,706	\$339,899	\$1,317,895
TOTAL	6,885,070	100.0%	\$5,350,954	\$721,714	\$77,828	\$6,150,497	\$1,451,215	\$2,298,505	\$9,900,217



Permit Fee Calculation – CSR Usage Calculation

	Commuter				Total CSR	% share	FY15
	Terminal 1	Terminal 2	Terminal	Hold lot			
Taxicabs	1	1	0.90	0.95	3.8	64.1%	462,959
SDCASA/Primetime	1	1	0.05	0.05	2.1	35.0%	252,559
Super Shuttle	-	-	0.05	-	0.1	0.9%	6,197
	2	2	1	1	6*	100%	\$ 721,714

* 6 CSRs are staffed at the Airport at one time



Ground Transportation Permit And Trip Fees

Mode	FY14 Actual Fees		FY15 Budgeted Fees			FY16 Estimated Fees			FY17 Estimated Fees	
	Includes AFV ¹ 100% Discount	Includes Non AFV 0% Premium	Base Fee	Includes AFV 25% Discount	Includes Non AFV 75% Premium	Base Fee	Includes AFV 10% Discount	Includes Non AFV 100% Premium	Base Fee No Disc. for AFV	Includes Non AFV 150% Premium
Taxi Cab Trip Fee⁴	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 3.50	\$ 2.00	\$ 2.00	\$ 4.00	\$ 2.00	\$ 5.00
Taxi Cab "All Day" Permit²	\$ -	\$ 571	\$ 475	\$ - ³	\$ 832	\$ 2,052	\$ 1,047	\$ 4,104	\$ 2,847	\$ 7,118
Supershuttle	\$ -	\$ 907	\$ 992	\$ 744	\$ 1,736	\$ 1,257	\$ 1,131	\$ 2,513	\$ 1,428	\$ 3,570
SDCASA/Primetime Shuttles	\$ -	\$ 5,028	\$6,181	\$ 4,636	\$10,816	\$ 6,586	\$ 5,927	\$ 13,172	\$ 7,012	\$ 17,530
Limousines	\$ -	\$ 104	\$ 131	\$ 98	\$ 230	\$ 170	\$ 153	\$ 340	\$ 185	\$ 462
Hotel/Motel	\$ -	\$ 1,610	\$2,010	\$ 1,508	\$ 3,518	\$ 2,601	\$ 2,341	\$ 5,202	\$ 2,977	\$ 7,442
Off Airport Parking	\$ -	\$ 5,006	\$5,805	\$ 4,353	\$10,158	\$ 7,511	\$ 6,760	\$ 15,023	\$ 8,596	\$ 21,489

¹AFV refers to Alternative Fuel Vehicles

² Taxi Cabs with only "A" and "B" permits also have a trip fee of \$2.00 but permit fees are 50% of "All Day" permit fees.

³ Permit Fee reduction according to AFV Taxi Cab conversion incentive fully offsets permit fee for FY14 and FY15. In FY16 there is an \$800 maximum reduction in the permit as per the AFV Taxi Cab conversion incentive. Converted "All Day" Cabs also receive a cash incentive payment of \$2,000 in FY14 and \$500 in FY15. ("A" and "B" permits receive 50% of this cash incentive).

⁴ The FY15-FY17 meter fee is projected to be \$2.00, however, Non-AFV Taxi Cabs will incur premiums in FY15 of 75%, FY16 of 100% and FY17 of 150% causing the trip fee charged to drivers to be \$3.50, \$4.00, and \$5.00 respectively.

Questions?

OPERATIONAL CHALLENGES

- AFV/CAV Equipment and Fuel Availability
- Taxicab and Vehicle for Hire Memorandum of Agreement (MOA)
- Airport Taxicab Availability and Passenger Wait times
- Taxicab Hold Lot
- Electric Vehicle (EV) Charging
- Airport Ground Transportation passenger satisfaction
- Vehicle Safety/Appearance
- Taxicab permit transferability
- Taxicab and Vehicle for Hire Business/Operational Models

AFV/CAV Equipment Availability

Increased vehicle selection and options

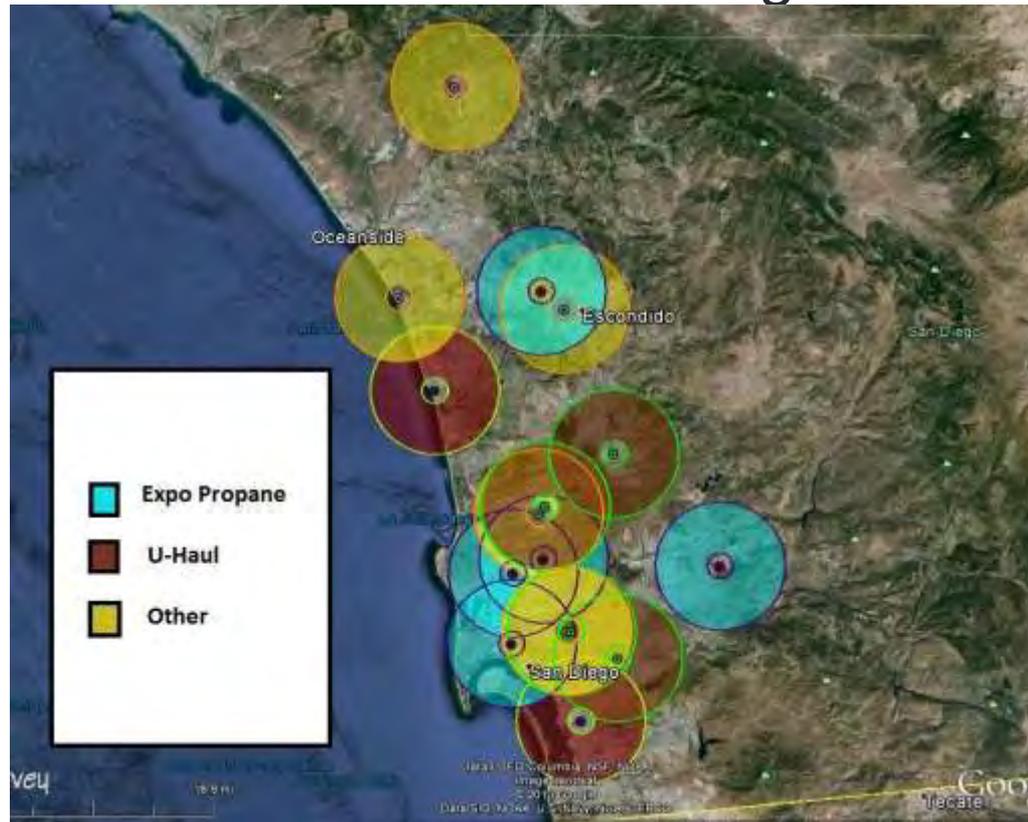
- Shuttle Vans
 - Biodiesel
 - Compressed Natural Gas (CNG)
 - Electric/ Hybrid
 - Propane Autogas

- Taxis, Executive Sedans, Limos
 - Compressed Natural Gas (CNG)
 - Hybrids
 - Plug-In Hybrids
 - Electric Vehicles

Source: California Center for Sustainable Energy
Clean Vehicle Conversion Program Report- Dec. 2013

AFV/CAV Propane Fuel Availability

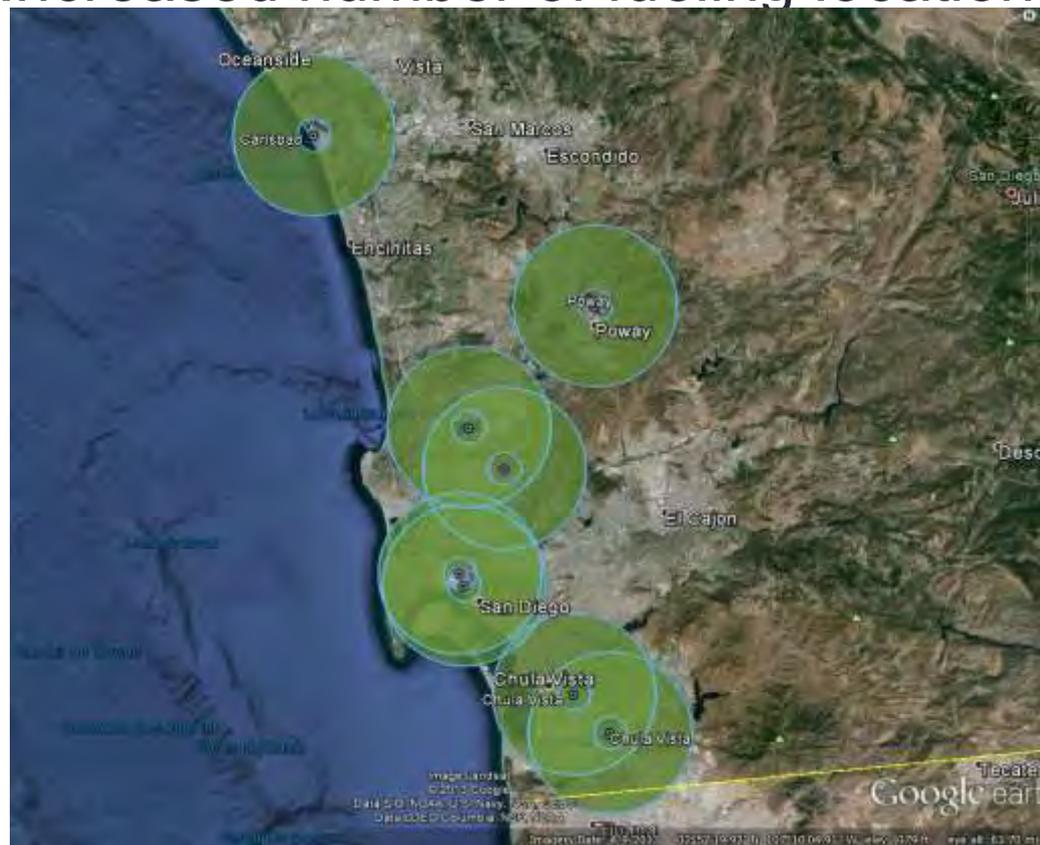
Increased number of fueling locations



Source: California Center for Sustainable Energy
Clean Vehicle Conversion Program Report- Dec. 2013

AFV/CAV CNG Fuel Availability

Increased number of fueling locations



Source: California Center for Sustainable Energy
Clean Vehicle Conversion Program Report- Dec. 2013

Taxicab and Vehicle for Hire MOA

Performance improvements

- Airport roadway and traffic safety improvements,
- Efficient commercial vehicle circulation and passenger access procedures,
- Vehicle driver/occupant mishap risk reduction programs,
- Airport ground transportation facility and support system upgrades,
- Communication equipment modernization and centralized data dissemination procedures,
- Taxicab availability, particularly during peak hours and late at night,
- Customer service programs designed to enhance the traveler experience through the landside airport environs,
- Improved ADA service, more convenient accommodations and increased traveling options for the disabled,
- Improved vehicle appearance and driver professionalism,
- Uniform compliance with SDIA Rules and Regulation governing commercial ground transportation operations, and
- Environmental leadership program implementation, particularly in air quality improvements and greenhouse gas emission reductions

Taxicab and Vehicle for Hire MOA

Complete

- Periodic vehicle inspections performed by Authority and regulating agencies
- Monthly meetings with agreed upon agenda for taxicab consortium members.
- Mandatory driver training programs
- Required electronic collection of fares
- Scheduled meetings with drivers to field questions and promote working relationships and communication

Ongoing

- Reduction of passenger wait times and improved taxicab availability
- Greenhouse Gas reductions and vehicle conversions
- Vehicle appearance and safety compliance; driver professionalism and courtesy
- Specific performance measures, operational improvements and solutions to ongoing airport ground transportation system shortfalls
- Seeking out AFV/CAV Funding and Grant Opportunities

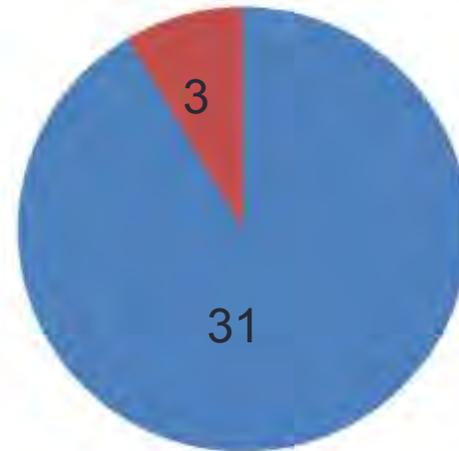
Taxicab and Vehicle for Hire MOA

**SD Taxi Association,
SD Transportation Association &
Independent Cab Owners Association**



■ Complete ■ Long-term/ongoing ■ Partially complete ■ Incomplete

**SD County Airport Shuttle Association
SuperShuttle
Prime Time Shuttle**



■ Complete ■ Long-term/ongoing ■ Partially complete ■ Incomplete

Airport Taxicab Availability

Airport Taxicab “Sticker” Allocation

Stickers	#'s
A1	25
A2	25
A3	25
A4	21
TOTAL A	96
B1	25
B2	25
B3	24
B4	21
TOTAL B	95
TOTAL A & B	191
ALL	129
ADA	2
SPARE	4
TOTAL	326

Airport taxicabs are designated alternating days/dates to serve the airport (A, B, All)

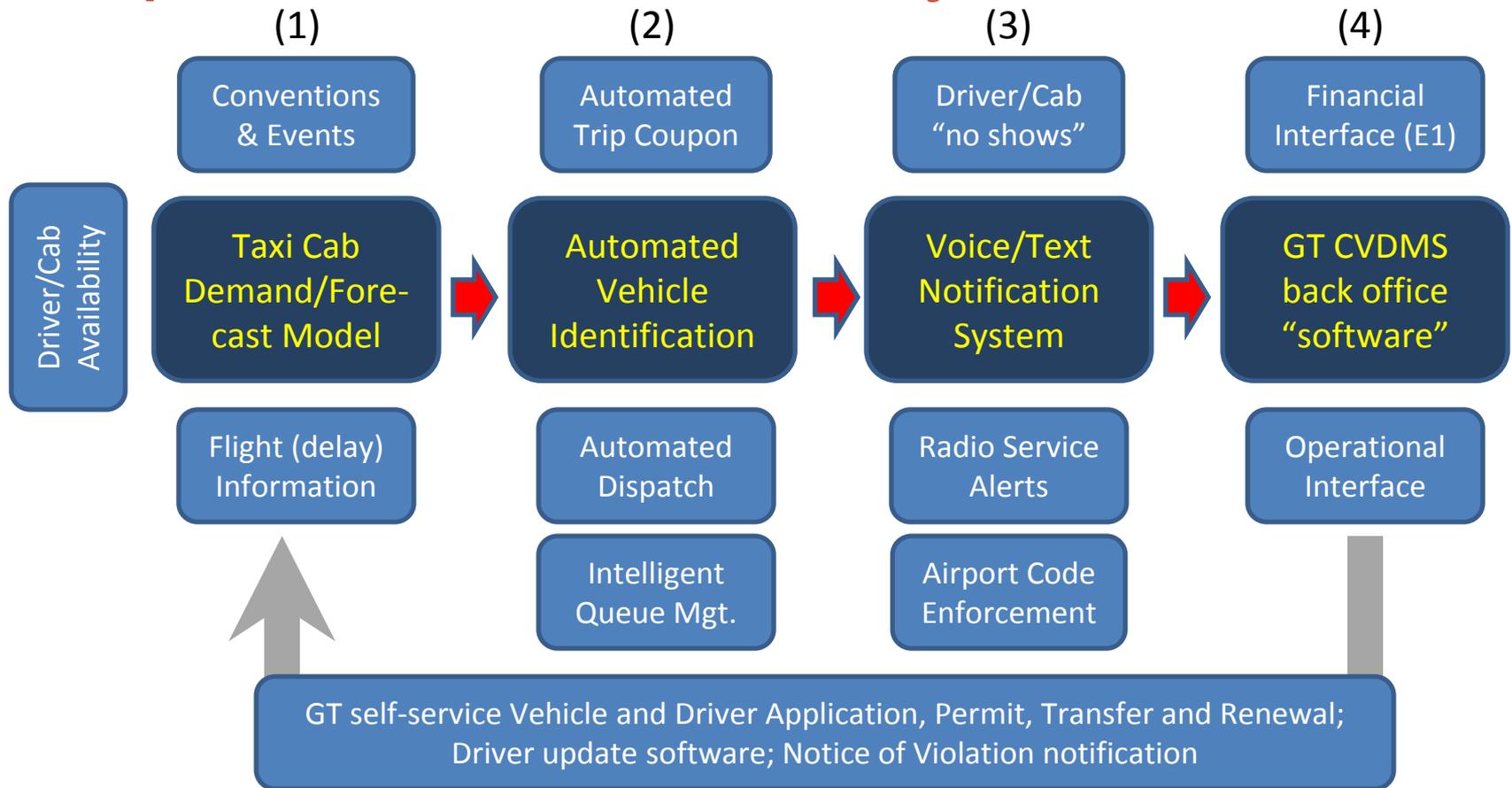
Additional taxicabs are designated to serve the airport after 6pm (B1, B2, B3)

If additional taxicabs are needed due to late flights or passenger demand greater than expected, the CSR will open the airport to “all stickers.”

Airport Taxicab Schedule

Sun	2/9/2014	A, ALL	B1, B2, B3			
Mon	2/10/2014	B, ALL	A2			
Tue	2/11/2014	A, ALL	B4	WEST 2014 Conference	San Diego Convention Center	12,000
Wed	2/12/2014	B, ALL	A3	WEST 2014 Conference WEST 2014 Conference	San Diego Convention Center San Diego Convention Center	12,000 12,000
Thu	2/13/2014	A, ALL	B1, B2	American Heart Assn Stroke Conference American Heart Assn Stroke Conference	San Diego Convention Center San Diego Convention Center	6,000 6,000
Fri	2/14/2014	B, ALL	A4, A1	American Heart Assn Stroke Conference	San Diego Convention Center	6,000
Sat	2/15/2014	A, ALL	B3			

Airport Taxicab Availability Model



Note: The AVI (2) and the Ground Transportation Commercial Vehicle and Driver Management System (CVDMS) software (Gatekeeper)(4) upgrades are part of the FY14 capital program. Concept inquiries have been made of the Taxi Demand models (1), Driver Notification Systems (3) and Intelligent Queue Management.

Passenger Wait times

- Passenger wait times (exceeding 10 minutes) are monitored and recorded by the CSR. If the passenger wait time becomes excessive or the taxi cab availability appears sporadic, the CSR will contact the taxicab radio service to “open stickers” to all airport-permitted taxis. In extreme events (long wait times or taxis are not arriving), the CSR will open the airport to all city-regulated cabs.

DAILY REPORT

SB - Luis R

Date 01/12/14
 Day Saturday
 Shift PM

ACTUAL REPORT

# of taxis dispatched	802			
Open for stickers	Yes	No	From	to
		X	X	X
Open for city cabs	Yes	No	From	to
		X	X	X

T1 Taxis	Customers waiting more than ten minutes											
	From	to	From	to	From	to	From	to	From	to	From	to
	X	X	X	X	X	X	X	X	X	X	X	X

T2 Taxis	Customers waiting more than ten minutes											
	From	to	From	to	From	to	From	to	From	to	From	to
	X	X	X	X	X	X	X	X	X	X	X	X

Passenger Wait Times

January 2014

Date	Time	Terminal	Duration*	Date	Time	Terminal	Duration
Jan. 21	11am	T2	20 mins.				
Jan. 26	12:30pm	T1	45 mins.				
Jan. 26	12:15pm	T2	105 mins.				
Jan. 26	6:50pm	T2	40 mins.				
Jan. 26	9:00pm	T2	30 mins.				

Passenger Wait Times

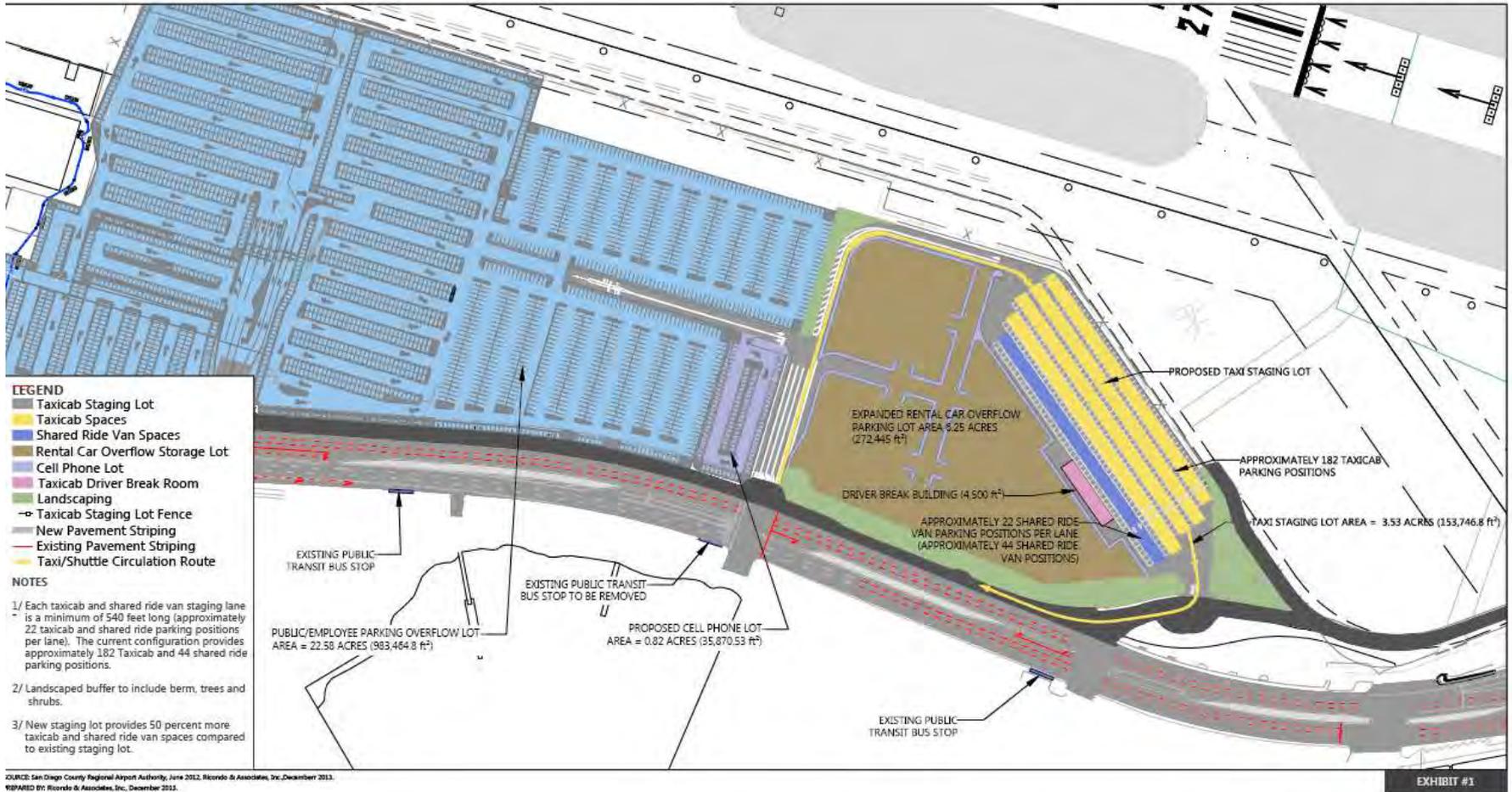
February 2014

Date	Time	Terminal	Duration*	Date	Time	Terminal	Duration
Feb. 1	11am	T1, T2	120 mins.	Feb. 23	8am	T2	90 mins.
Feb. 2	11:30am	T1	60 mins	Feb. 23	12:45pm	T2	120 mins.
Feb. 3	12pm	T1	30 mins.				
Feb. 3	12:30pm	T2	30 mins.				
Feb. 4	12pm	T2	45 mins.				
Feb. 10	12:30pm	T1, T2	30 mins.				
Feb. 11	11am	T1, T2	120 mins.				
Feb. 16	11:45am	T1, T2	120 mins.				
Feb. 17	9pm	T1, T2	60 mins.				
Feb. 23	8am	T1	90 mins.				

* Passenger wait times exceeds 10 minute standard

Proposed Taxi Hold Lot Relocation

[Preliminary Draft for Discussion Purposes Only]



SOURCE: San Diego County Regional Airport Authority, June 2012. Ricardo & Associates, Inc. December 2013.
 PREPARED BY: Ricardo & Associates, Inc., December 2013.



Proposed Taxicab Staging Lot Site
 Concept 1 (Expanded)

Electric Vehicle (EV) Charging



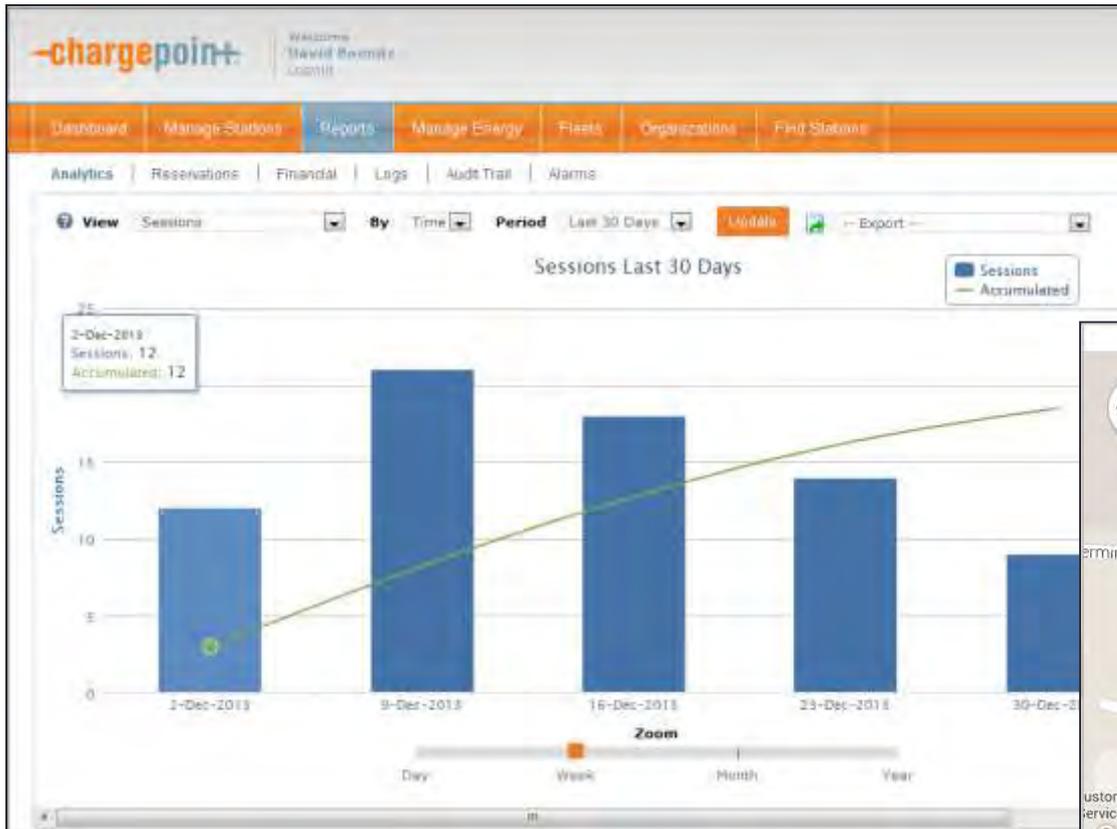
ENVISION EV-ARC Self-Contained Electric Vehicle Charging Station- Cell Phone Lot, November 2013



ChargePoint Electric Vehicle Charging Stations- 20 units in T2 parking lot became operational November 2013

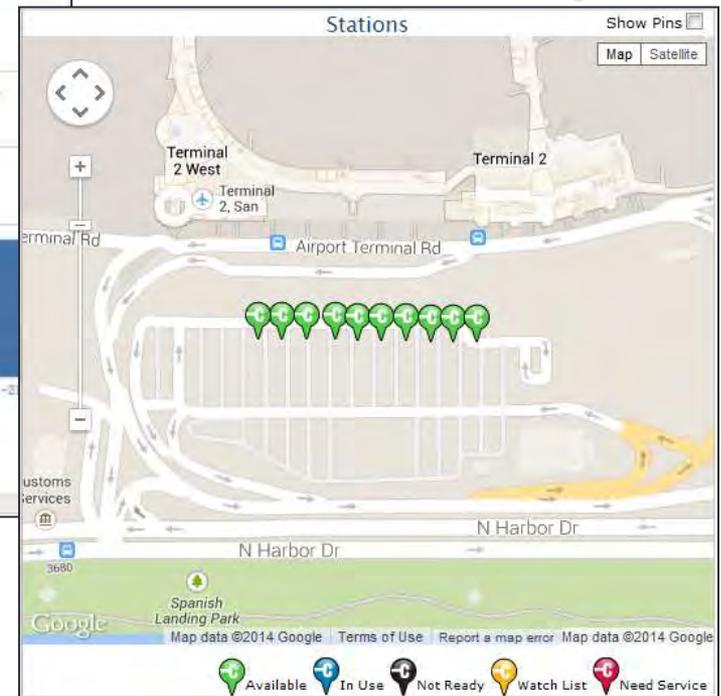
20 additional units will become operational as the cell phone lot and the 12Kv electric grid infrastructure comes on-line

Electric Vehicle (EV) Charging

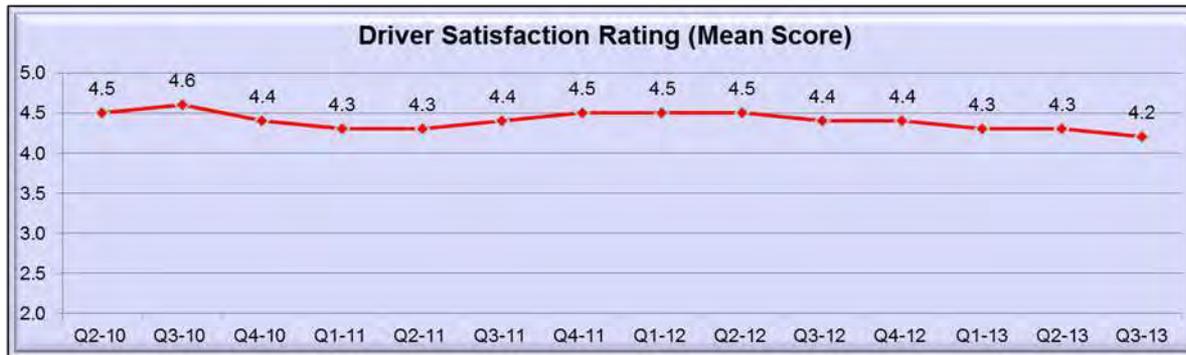


EV Analytics

EV Availability



Airport GT Passenger Satisfaction Survey

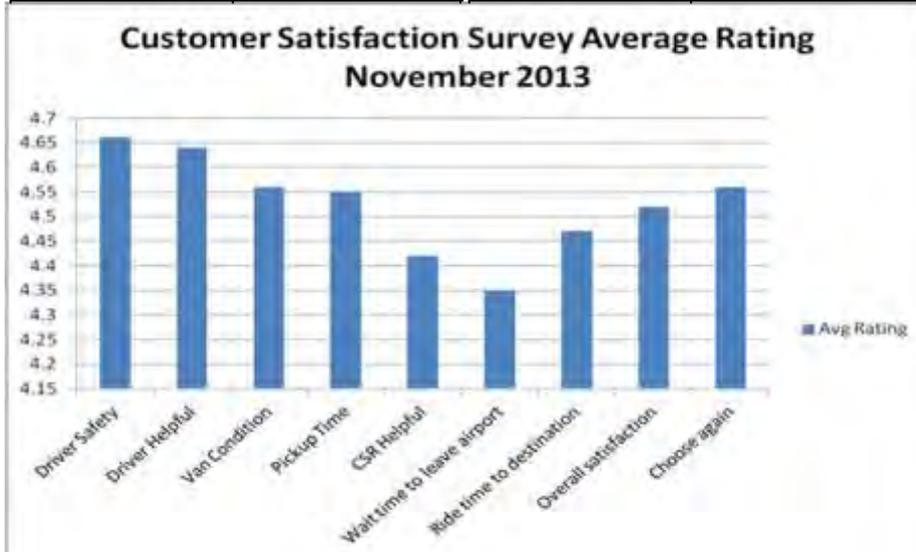


Quarter 3 2013	SAN
Driver Customer Service Satisfaction Rating	
Top 2 Box	78%
Five (Very Satisfied)	51%
Four	27%
Three	18%
Net Bottom 2 Box	4%
Two	4%
One (Very Dissatisfied)	0%
Mean	4.2



Shuttle Van Passenger Satisfaction

2012	Customer Service	2013	Customer Service
January	4.4	January	4.2
February	4.4	February	4.3
March		March	4.6
April	4.3	April	4.3
May		May	4.5
June		June	4.6
July	4.2	July	4.3
August	4.7	August	4.7
September		September	4.4
October	4.4	October	4.4
November	3.9	November	4.2
December	4.4	December	4.4



Vehicle Safety/Appearance

Vehicle Appearance/Condition

January- December 2013 (Random)

Airport

	Inspections	NOVs	Opps.	%
ICOA	126	30	6048	0.5%
SDTA- Taxi	182	43	8736	0.5%
SDTA- Trans	168	80	8064	1.0%
SuperShuttle	247	73	11362	0.6%
SD CASA	74	12	3404	0.4%
First Class Shuttle	5	2	230	0.9%

Vehicle Appearance/Safety

September 2013 (Mandatory)

Multi-
agency

	Inspections	NOVs	Opps.	%
	7	5	240	2.1%
	6	4	288	1.4%
	19	13	912	1.4%
October 2013				
	15	11	690	1.6%
	21	18	966	1.9%
	1	1	46	2.2%

Taxi Cab Permit Transferability

Authority Code § 9.19 (b). Transferability

(2) Taxicabs. In the event the Board exercises its discretion to issue Ground Transportation Service Permits for taxicabs (“Taxicab Permits”) for any subsequent period after June 30, 2014, the holder of any Taxicab Permit no longer wishing to operate under said Taxicab Permit must do one of the following:

- (i) Return the Taxicab Permit to the Authority; or
- (ii) Transfer the Taxicab Permit to an Authority-approved recipient (“Transferee”) and
 - a. Pay the Authority a one-time transfer fee of \$3000, and
 - b. Secure the prior written consent of the President/CEO, and
 - c. Advise the Transferee in a writing approved by the Authority that the Taxicab Permit is no longer transferrable and must be returned to the Authority if the Transferee no longer wishes to operate under the Taxicab Permit.

BUSINESS/OPERATIONAL MODELS

- Consortium (open/limited) system
- Concession (closed/restricted) system
- Airport Examples
- Possible Airport Options

Consortium (open/limited) system

System allowing a specified number of airport taxicab and shuttle permits assigned to designated licensed (MTS and PUC) vehicles. Vehicle and driver permits are issued annually and all members belong to an airport consortium.

ADVANTAGES

- MOA representatives provide single point of contact
- MOA meetings are a forum to develop, review and implement operational improvements
- For the last 3 years MOA has been sufficiently effective at addressing and managing airport ground transportation challenges
- Demonstrates commitment to small business owners

DISADVANTAGES

- MOA representatives have minimal authority over “leased drivers”
- No contractual incentives for superior or for poor performance
- No funding mechanism established for program improvements or other MOA expenses
- Driver turnover creates challenges maintaining customer service
- Requires Authority staff time to manage MOA responsibilities, administration and compliance

Concession (closed/restricted) system

Alternate system using a public-bid contract awarded for specific commercial vehicle operators restricting who can pick up airport passengers. Negotiated contract requirements with performance incentives and penalties give the Airport better control.

ADVANTAGES

- Contracted company(ies) provide(s) single point of contact and taxi/shuttle dispatch management
- Contract fees/payments allow more precise financial forecasts and cash flow estimates
- Expected vehicle availability, better customer service, vehicle condition and type, driver appearance/training
- Regulation that cannot be politically accomplished by regulator, can be initiated by independent airport

DISADVANTAGES

- Most concession contracts encounter legal challenge and driver protests
- Diminishes airport's public commitment to small business and disadvantaged business owners
- Strained relations with local and state regulator (MTS, PUC)
- Two classes of vehicles and drivers (city and airport)
- Confusion with different regulators and possibly different regulations

Airport Examples

Without Concession

54% of airport respondents* have an open/limited entry taxicab system

- Boston
- San Francisco
- Minneapolis/St. Paul
- Oakland

With Concession

46% of airport respondents* have a closed/restricted entry taxicab system*

- Baltimore/Washington
- Metro Washington D.C.
- Seattle/Tacoma
- Honolulu (not for profit administrative and dispatch service)
- Phoenix Sky Harbor (city run cab service)

* 2012 Airport Ground Transportation Fees and Fares Survey Summary
Airport Ground Transportation Association

Airport Options

1. Continue to work with MOA consortiums extending the current agreement to develop a more updated set of guidelines and key responsibilities. Evaluate current taxi/shuttle service procedures and relationships to identify areas for improvement. Refine the data collection and reporting methods.
2. Revise the existing consortium MOA to have fewer, and more specific, measurable performance measures and targets; expand/redistribute the available vehicles/drivers (permits) within the consortium to cover peak times; continue to work on low tech/low investment ways to improve service; develop a specific approach to hold MOA members accountable.
3. Increase/enhance the investment in technology and compliance personnel e.g. Taxi dispatch/CSR Airport employees to better manage (and optimize) the Airport's taxi fleet; hold each vehicle owner/driver financially accountable e.g. performance bonds or forfeited permits for unachieved MOA responsibilities; provide incentives for superior performance; continue to apply the current Authority Vehicle Conversion Incentive-Based Programs.
4. Move forward towards soliciting one/multiple companies to act as an airport concession. Adopt a Board Policy approving the concession approach and develop the desired concession requirements and expectations.

SUMMARY AND NEXT STEPS

Board Direction

Staff Recommendations

Staff Recommendations

- **Business/Operational Model**
 - Increase/enhance the investment in technology and compliance personnel e.g. Taxi dispatch/CSR Airport employees to better manage (and optimize) the Airport's taxi fleet; and
 - Continue to work with MOA consortiums extending the current agreement to develop a more updated set of guidelines and key responsibilities. Evaluate current taxi/shuttle service procedures, performance and relationships to identify areas for improvement (annually). Refine the data collection and reporting methods.
- **GCLA Petition to the CA Public Utilities Commission**
 - Continue to work with the California Airports Council to ensure airport regulatory requirements for Charters and Limousines are maintained and/or enhanced and the PUC does not diminish airport regulatory oversight.
- **Post 2017 Vehicle Conversion**
 - Maintain the current CY2017 conversion objectives and dates

GROUND TRANSPORTATION 2014 ANNUAL UPDATE



QUESTIONS



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY

Meeting Date: **MARCH 6, 2014**

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

ROBERT GLEASON

**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 \$

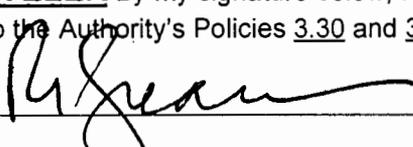
D. SEMINAR AND CONFERENCE FEES \$

E. ENTERTAINMENT (If applicable) \$

F. OTHER INCIDENTAL EXPENSES \$

TOTAL PROJECTED TRAVEL EXPENSE \$ 590

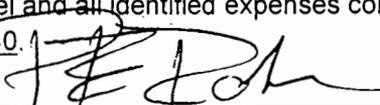
CERTIFICATION BY TRAVELER By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

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

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.)

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 OSIssoft 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*

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

Revised

**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 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: 12/03/13 PLANNED DATE OF DEPARTURE/RETURN: 12/14/13 ^{1/21/14} ^{1/23/14} ~~12/16/13~~

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: New York, NY

Purpose: Tour of JFK's Delta Terminal Passport Control Kiosks and GT operations

Explanation:

* travel was rescheduled to January 21-23, 2014
same location/purpose

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	150.00
B. LODGING	\$	800.00
C. MEALS	\$	200.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (if applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	
TOTAL PROJECTED TRAVEL EXPENSE	\$	1850.00

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: 3 Dec 2013

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: [Signature] Date: 12-3-13

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: Executive 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: 02/14/14 PLANNED DATE OF DEPARTURE/RETURN: 03/15/14 / 03/15/14

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Santa Ana, CA Purpose: Attend Tesla Awards Honoring Linden Blue
Explanation: Attend Tesla Awards Honroing Linden Blue on 3/15/14 at Lyon Air Museum, Santa Ana, CA

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

- AIRFARE \$ _____
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 150.00

B. LODGING \$ _____

C. MEALS \$ _____

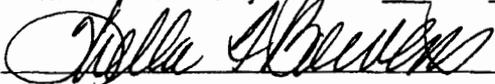
D. SEMINAR AND CONFERENCE FEES \$ 500.00

E. ENTERTAINMENT (If applicable) \$ _____

F. OTHER INCIDENTAL EXPENSES \$ _____

TOTAL PROJECTED TRAVEL EXPENSE \$ 650.00

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: 2/14/14

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: _____

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

THELLA F. BOWENS

→ Corporate 8/7 4:3

**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: 08/05/13 PLANNED DATE OF DEPARTURE/RETURN: 10/31/13 / 11/05/13

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):

Destination: Montevideo, Uruguay Purpose: ACI World Governing Board and ACI-LAC Annual Conference

Explanation: _____

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:	
• AIRFARE	\$ 4500.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1975.00
C. MEALS	\$ 250.00
D. SEMINAR AND CONFERENCE FEES	\$ 350.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 150.00
TOTAL PROJECTED TRAVEL EXPENSE	\$ 7375.00

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. Bowens* Date: 5 Aug 2013

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 8/26/13 meeting.
 (Leave blank and we will insert the meeting date.)

Transaction Date: 11/04/2013 Mon
Transaction Description: SOFITEL HOTEL MONTEVIDEO
Arrival Date Departure Date
11/04/13 11/05/13
00000000
Amount \$: *1185⁰²* ~~1,192.38~~ ✓
Doing Business As: SOFITEL HOTEL
Merchant Address: AROCENA ESQ SAEZ ENTRADA DE PERS6451
MONTEVIDEO
11500
URUGUAY
Reference Number: 320133090483470664
Category: Travel- Lodging

**RECEIPTS FROM TRAVEL TO Montevideo, Uruguay
October 31 - November 6, 2013—THELLA F. BOWENS**

PABLO FERREIRA LTDA.



Mercado del Puerto
Montevideo - Uruguay

P. Castellano 1553
Tel.: 2916-4737
Montevideo

R.U.T. 215014120012
CONTADO A

Nº 059384

DIA	MES	AÑO
02	11	2013

R.U.T. COMPRADOR	C. FINAL
	X

Nº **MOZO SANTIAGO MESA 31**

CANTIDAD	DESCRIPCIÓN	PRECIO	IMPORTE
1	brochete pollo	330	330
1	vegetales a la parrilla	230	230
2			
1	agua s/gas	65	65

SUBTOTAL GRABADO 625
 SUBTOTAL EXENTO 2862.00
 IVA 22% 137.50 3238.00
 TOTAL 762.50 3598.00

625,00
 137,50 IVA 22%
 762.50 x .04679 = 35.68

I.V.A. AL DIA
 Mundo Gráfico s.r.l. - Tel: 2929 0277
 R.U.T. 21 63 5514 0011 - O.T. 1466
 CONSTANCIA 83 13 01 80192 - 02/13
 CONTADO SERIE A 056.001 al A 061.000 x 2 vias
 IMPRENTA AUTORIZADA

Fecha de Vencimiento
26/02/2015

VIA 1: CLIENTE

exchange rate .04679
762,50
 35.68 + tip = 41.65
 11/2 dinner
 ACI and ACI-LAC
 Boards dinner

TAXI Telefonos: Nº 4450
 2604 0323
 2604 0188
 2604 0187
 Aeropuerto de Carrasco
 Fecha 3/11/13
 Ida Vuelta Coche Nº
 Compania
 Entregado por
 Destino So Fitel
 Hotel Hab.Nº
 Nombre pasajero
 Traer hora Fecha
 Precio \$ 600-
 Gasto aeroportuario: \$ 50.-
 Aclaraciones

exchange rate
 .047469
 11/3
 * hotel to
 welcome
 reception - MVD Airport Terrace
\$28.48

Transaction Date: 11/02/2013 Sat
Transaction Description: REST EL PEREGRINO MONTEVIDEO
RESTAURANT
Amount \$: 41.65
Foreign Spend Amount: 890,00Pesos Uruguayos
Doing Business As: REST EL PEREGRINO
Merchant Address: PEREZ CASTELLANO 1553
MONTEVIDEO
11000
URUGUAY
Reference Number: 320133060442950627
Category: Restaurant- Restaurant



TRAVELTRUST SCRIPPS RANCH
Phone: 1-800-792-4662

Electronic Invoice

Prepared For:
BOWENS/THELLA

SALES PERSON	E4
INVOICE NUMBER	1206960
INVOICE ISSUE DATE	10 Sep 2013
RECORD LOCATOR	GKPHAQ
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY
PO BOX 82776
SAN DIEGO CA 92138-2776

Notes

YOUR UNITED ETICKET CONFIRMATION IS ** JBC664 **
YOUR TAM ETICKET CONFIRMATION IS ** YQ79NI **
-----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

FOR TRAVEL TO URUGUAY
A US CITIZEN MUST HAVE A VALID PASSPORT
YOU CANNOT TRAVEL OUT OF THE UNITED STATES IF YOUR U.S.
PASSPORT EXPIRES WITHIN 6 MONTHS OF YOUR DEPARTURE DATE

FOR EMERGENCY AFTERHOURS SERVICE
WHILE IN URUGUAY
PLEASE CALL 00-800-7373-7882
THERE IS A MINIMUM 25USD CHARGE PER CALL
IF INTL AFTERHOUR NUMBER DOES NOT WORK
DIAL DIRECT OR COLLECT 201-221-4462

YOUR INTERNATIONAL TRAVEL MAY REQUIRE VACCINATIONS
PLEASE CHECK WWW.CDC.GOV FOR LATEST REQUIREMENTS

INTER-EUROPE FARES MAY REQUIRE REISSUANCE AT TIME OF CANCELLATION
CONTACT THE AIRLINE OR TRAVELTRUST PRIOR TO CANCELLATION

* original schedule
* changed return date
\$300⁰⁰

DATE: Thu, Oct 31

Flight: UNITED AIRLINES 1586

From	SAN DIEGO, CA	Departs	12:30pm
To	HOUSTON GEO BUSH, TX	Arrives	5:44pm
Departure Terminal	2	Arrival Terminal	C
Duration	03hr(s) :14min(s)	Class	BUSINESS/BUSFIRST
Type	BOEING 737-800 JET	Meal	Lunch
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 03B	UA - XXXXXX 58

DATE: Thu, Oct 31

Flight: UNITED AIRLINES 979

From	HOUSTON GEO BUSH, TX	Departs	9:10pm
To	SAO PAULO GUARULH, BRAZIL	Arrives	10:15am
Departure Terminal	C	Arrival Terminal	1
Duration	10hr(s) :05min(s)	Class	BUSINESS/BUSFIRST
Type	BOEING 767 JET	Meal	Dinner
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 07C	UA - XXXXXX 58

DATE: Fri, Nov 01**Flight: TAM LINHAS AEREAS S.A. 8040**

From	SAO PAULO GUARULH, BRAZIL	Departs	12:25pm
To	MONTEVIDEO, URUGUAY	Arrives	3:00pm
Departure Terminal	1		
Duration	02hr(s) :35min(s)	Class	BUSINESS CLASS CABIN
Type	AIRBUS INDUSTRIE A320 JET	Meal	Breakfast
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 02C	

DATE: Tue, Nov 05**Flight: TAM LINHAS AEREAS S.A. 8041**

From	MONTEVIDEO, URUGUAY	Departs	5:35pm
To	SAO PAULO GUARULH, BRAZIL	Arrives	8:00pm
		Arrival Terminal	1
Duration	02hr(s) :25min(s)	Class	BUSINESS CLASS CABIN
Type	AIRBUS INDUSTRIE A320 JET	Meal	Snack
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 02D	

DATE: Tue, Nov 05**Flight: UNITED AIRLINES 978**

From	SAO PAULO GUARULH, BRAZIL	Departs	11:35pm
To	HOUSTON GEO BUSH, TX	Arrives	5:45am
Departure Terminal	1	Arrival Terminal	E
Duration	10hr(s) :10min(s)	Class	BUSINESS/BUSFIRST
Type	BOEING 767 JET	Meal	Dinner
Stop(s)	Non Stop		
Seat(s) Details	BOWENS/THELLA	Seat(s) - 07C	UA - XXXXXX 58

DATE: Wed, Nov 06**Flight: UNITED AIRLINES 522**

From	HOUSTON GEO BUSH, TX	Departs	9:14am
To	SAN DIEGO, CA	Arrives	10:46am
Departure Terminal	C	Arrival Terminal	2
Duration	03hr(s) :32min(s)	Class	BUSINESS/BUSFIRST
Type	AIRBUS INDUSTRIE A320	Meal	Breakfast

Stop(s) JET
 Non Stop
 Seat(s) Details BOWENS/THELLA Seat(s) - 02E UA - XXXXXX 58

DATE: Mon, May 05

Others

RESERVATION
 RETAINED FOR
 180 DAYS

Ticket Information

Ticket Number	UA 7305012043	Passenger	BOWENS THELLA		
		Billed to:	AX XXXXXXXXXXXX1012	USD	* 5,494.90
Service Fee	XD 0594062978	Passenger	BOWENS THELLA		
		Billed to:	AX XXXXXXXXXXXX1012	USD	* 40.00
				SubTotal	USD 5,534.90
				Net Credit Card Billing	* USD 5,534.90
				Total Amount Due	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 eTicket receipt for total charges.



374 North Coast Highway 101 - Suite F | Encinitas, CA. 92024 | 760-635-1700 | 800-792-4662

Matt Harris
 San Diego County Reg. Airport Authority
 PO Box 82776
 San Diego CA 92138-2776
 Phone: +1 (619) 400-2542
 Fax: +1 (619) 400-2541

Sale Invoice No: 1208010
 Date Issued: 10/30/2013
 Agent: SMackerley

Traveler	Department	Depart Date	Return Date	Remarks	Total Fare
Type	Ticket/Conf No	Airline/Vendor	A/L		Arrive
From	To	Flight	Depart		
Bowens/Thella		10/30/2013			
Misc Serv Fee	0595873317	ARC			25.00
					<i>Travel trust fee</i>
Bowens/Thella		10/31/2013	11/5/2013		
Intl Air	7313835465-466	United Airlines			300.00
	Exch: 7305012043				<i>change fee</i>
SAN San Diego	IAH Houston	1586	UA	10/31/2013 12:30:00 PM	10/31/2013 5:44:00 PM
IAH Houston	GRU Sao Paulo	979	UA	10/31/2013 9:10:00 PM	11/1/2013 10:15:00 AM
GRU Sao Paulo	MVD Montevideo	8040	JJ	11/1/2013 12:25:00 PM	11/1/2013 3:00:00 PM
MVD Montevideo	GRU Sao Paulo	717	PZ	11/4/2013 5:15:00 PM	11/4/2013 7:40:00 PM
GRU Sao Paulo	IAH Houston	978	UA	11/4/2013 11:35:00 PM	11/5/2013 5:45:00 AM
IAH Houston	SAN San Diego	544	UA	11/5/2013 9:14:00 AM	11/5/2013 10:40:00 AM

Payments Applied To This Invoice

AX 37-XXXX-1012	Received	10/30/2013	Pymt For Inv #1208010	-300.00
AX 37-XXXX-1012	Received	10/30/2013	Pymt For Inv #1208010	-25.00
				-325.00

Invoice Total: 325.00
 Payment Total: -325.00
 Balance Due: 0.00



REGISTRATION FORM

DELEGATE INFORMATION

Surname (Dr. / Mr. Ms. / Mrs.) Bowens First Name Thella
 Company SDCRAA Job Title President / CEO
 Address 3225 N. Harbor Drive
 City/Postal Code San Diego 92101 Country USA
 Telephone 619 400 2444 Fax 619 400 2448 E-mail +bowens@san.org

REGISTRATION FEE

	Before October 1st	After October 1st	NO CHARGE	
ACI Member	<input checked="" type="checkbox"/> US \$ 350	<input checked="" type="checkbox"/> US \$ 500	Exhibitor:	<input type="checkbox"/> 1st Representative <input type="checkbox"/> 2nd Representative
Accompanying Person	<input type="checkbox"/> US \$ 150	<input type="checkbox"/> US \$ 150		
New ACI-LAC Members*	<input type="checkbox"/> US \$ 350	<input type="checkbox"/> US \$ 350		<input type="checkbox"/> Speaker
Non Member	<input type="checkbox"/> US \$ 650	<input type="checkbox"/> US \$ 850	<input type="checkbox"/> Sponsor	<input type="checkbox"/> Media
Events to attend	<input checked="" type="checkbox"/> Opening reception	<input checked="" type="checkbox"/> Gala Dinner	<input type="checkbox"/> Accompanying person program	

*Refers to New Airports Members who complete the affiliation process prior to the date of the event.

METHOD OF PAYMENT

CREDIT CARD: VISA MASTERCARD
 Name as it appears on the card: [REDACTED]
 Credit Card Number: [REDACTED]
 Street Address billing: P.O. Box 82776 SD, CA 92188-2776
 Phone number: 619 400 2445 Fax number: 619 400 2448
 Expiration Date: [REDACTED] Signature: [Signature]

BANK TRANSFER: Airports Council International Latin American and Caribbean
 UBS, Geneva, Switzerland
 Account No. 0240-368984.61P
 IBAN CH03 0024 0240 3689 8461P
 Swift Address UBSWCHZH12A

Your registration may be transferred to another person at no charge, subject to writing notification to the organizer, at least a week prior to the event

FLIGHT DETAILS

Arrival Date 11-01 Time 3pm Airline TAM LINHAS AEREAS Flight 8040
 Departure Date 11-06 Time 11:85pm Airline [REDACTED] Same Flight [REDACTED] 8041

FOR MORE INFORMATION PLEASE CONTACT: LORENA SALGADO - Tel.: 593 2 294 4900 Ext. 2461 - E-mail: asistente@aci-lac.aero

FOR HOTEL OPTIONS PLEASE VISIT OUR WEBSITE:

www.aci-lac.aero

BRET LOBNER

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REPORT**

(To be completed within 30 days from travel return date)

TRAVELER: Breton Lobner DEPT. NAME & NO. General Counsel
 DEPARTURE DATE: 1/16/2014 RETURN DATE: 1/18/2014 REPORT DUE: 2/17/14
 DESTINATION: Miami, FL

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)	571.00					1/18/14	1/17/14	1/18/14	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.)*						39.00		39.00	78.00
Hotel*						275.72	275.72		551.44
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (Include tips pd.)	Breakfast*					4.90		15.00	19.90
	Lunch*					12.44			12.44
	Dinner*					49.00	49.00		98.00
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality ¹ *									0.00
Miscellaneous: Travel trust fee	30.00								0.00
Luggage fee									0.00
									0.00
*Provide detailed receipts									0.00
Total Expenses prepaid by Authority	601.00	0.00	0.00	0.00	0.00	381.06	324.72	54.00	759.78

Explanation:	Total Expenses Prepaid by Authority	601.00
	Total Expenses Pd. by Employee (including cash advances)	759.78
	Grand Trip Total	1,360.78
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	601.00
	Due Traveler (positive amount)²	
	Due Authority (negative amount)³	759.78
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

¹ Give names and business affiliations of any persons whose meals were paid by traveler.
² Prepare Check Request
³ 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 Policy⁴ and 3.30 - Business Expense Reimbursement Policy⁵ 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.

⁴ Travel and Lodging Expense Reimbursement Policy 3.40 ⁵ Business Expense Reimbursement Policy 3.30

Prepared By: Kendy Rios Ext.: x2424
 Traveler Signature: Breton Lobner Date: 2-11-14
 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: Breton K. Lobner Dept: 15
Position: Board Member President/CEO Gen. Counsel Chief Auditor
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 1-4-2014 PLANNED DATE OF DEPARTURE/RETURN: 1/16/2014 / 1/18/2014

3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip– continue on extra sheets of paper as necessary):

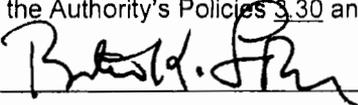
Destination: Miami, FL Purpose: 2014 Legal Steering Group Meeting
Explanation: Meeting of ACI-NA Legal Affairs Steering Group

4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES

A. TRANSPORTATION COSTS:

• AIRFARE	\$	<u>600.00</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u> </u>
B. LODGING	\$	<u>460.00</u>
C. MEALS	\$	<u>100.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	<u> </u>
E. ENTERTAINMENT (If applicable)	\$	<u> </u>
F. OTHER INCIDENTAL EXPENSES	\$	<u> </u>
TOTAL PROJECTED TRAVEL EXPENSE	\$	<u> </u>

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: 1-3-14

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: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, 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 1/24/14 meeting.
(Leave blank and we will insert the meeting date.)



TRAVELTRUST CORPORATION
 Phone: 1-760-635-1700
 CHERYL@TRAVELTRUST.COM

Flight

Electronic Invoice

Prepared For:
 LOBNER/BRETON

Ref: DEPT 15

SALES PERSON	CH
INVOICE NUMBER	5293462
INVOICE ISSUE DATE	03 Jan 2014
RECORD LOCATOR	ZFXKZT
CUSTOMER NUMBER	0000SDCRAA

Client Address

SAN DIEGO COUNTY REG AIRPORT AUTHORITY
 PO BOX 82776
 SAN DIEGO CA 92138-2776

Notes

PLEASE CHECK NEW CARRY-ON RESTRICTIONS DIRECT WITH
 YOUR CARRIER OR CALL TRAVELTRUST AT 800-792-4662

-----INVOICE/ITINERARY ACCOUNTING DOCUMENT-----

*****TICKETLESS TRAVEL INSTRUCTIONS*****

THIS IS AN E-TICKET RESERVATION.
 A GOVERNMENT ISSUED PHOTO ID IS NEEDED AT CHECK IN
 THIS TICKET IS NON-REFUNDABLE AND MUST BE USED FOR
 THE FLIGHTS BOOKED. IF THE RESERVATION IS NOT USED
 OR CANCELLED BEFORE THE DEPARTURE OF YOUR FLIGHTS
 IT MAY HAVE NO VALUE. CONTACT TRAVELTRUST BEFORE
 YOUR OUTBOUND FLIGHT IF CHANGE IS NECESSARY.

34

*****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: Thu, Jan 16

Flight: UNITED AIRLINES 1546

From	SAN DIEGO, CA	Departs	6:18am
To	HOUSTON GEO BUSH, TX	Arrives	11:27am
Departure Terminal	2	Arrival Terminal	C
Duration	03hr(s) :09min(s)	Class	United Economy
Type	BOEING 737-900 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	LOBNER/BRETON		UA - XXXXXX 28
Notes	YOUR SEAT WILL BE ASSIGNED AT CHECK IN WE WILL CONTINUE TO MONITOR FOR A SEAT		

DATE: Thu, Jan 16

Flight: UNITED AIRLINES 337

From	HOUSTON GEO BUSH, TX	Departs	1:54pm
To	MIAMI INTERNTL, FL	Arrives	5:18pm
Departure Terminal	C		
Duration	02hr(s) :24min(s)	Class	United Economy
Type	AIRBUS INDUSTRIE	Meal	Food and Beverage

Stop(s)	A320 JET		for Purchase
Seat(s) Details	Non Stop		
	LOBNER/BRETON	Seat(s) - 23B	UA - XXXXXX 28

DATE: Sat, Jan 18

Flight: UNITED AIRLINES 1437

From	MIAMI INTERNTNL, FL	Departs	7:45am
To	HOUSTON GEO BUSH, TX	Arrives	9:42am
Duration	02hr(s) :57min(s)	Arrival Terminal	C
Type	BOEING 737-900 JET	Class	United Economy
Stop(s)	Non Stop	Meal	Food and Beverage for Purchase
Seat(s) Details	LOBNER/BRETON	Seat(s) - 38E	UA - XXXXXX 28

DATE: Sat, Jan 18

Flight: UNITED AIRLINES 369

From	HOUSTON GEO BUSH, TX	Departs	12:46pm
To	SAN DIEGO, CA	Arrives	2:12pm
Departure Terminal	C	Arrival Terminal	2
Duration	03hr(s) :26min(s)	Class	United Economy
Type	BOEING 757 200 SERIES JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	LOBNER/BRETON	Seat(s) - 36B	UA - XXXXXX 28

DATE: Thu, Jul 17

Others

RESERVATION
RETAINED FOR
180 DAYS

Ticket Information

Ticket Number	UA 7371211177	Passenger	LOBNER BRETON		
		Billed to:	AX XXXXXXXXXXXX1012	USD	* 571.00
Service Fee	XD 0615862971	Passenger	LOBNER BRETON		
		Billed to:	AX XXXXXXXXXXXX1012	USD	* 30.00
			SubTotal		USD 601.00
			Net Credit Card Billing		* USD 601.00

			Total Amount Due		USD 0.00

TRAVELTRUST IS OPEN MONDAY - FRIDAY FROM 5AM-530PM PST
AND SATURDAY FROM 9AM-1PM PST - 760-635-1700.
FOR EMERGENCY AFTERTHOUS SERVICE IN THE US
PLEASE CALL 888-221-6043 AND USE YOUR VIT CODE - SJE72
PLEASE NOTE THIS IS OUR NEW EMERGENCY NUMBER
EACH EMERGENCY CALL IS BILLABLE AT A MINIMUM 25.00
THANK YOU FOR CHOOSING TRAVELTRUST...CHERYL HARLOFF

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 eTicket receipt for total charges.

MARSEILLES HOTEL
 1741 COLLINS AVE.
 MIAMI BEACH, FL 33139



(305) 538-5711
 reservations@gomiamibeach.com
 www.marseilleshotel.com

C/O 01/18/2014 05:36 AM rs

Registered To:
 LOBNER, BRETON

[REDACTED]
 [REDACTED]
 [REDACTED]

[REDACTED]

Room # 415-A
 Conf # 60944
 Arrival 01/16/14
 Departure 01/18/14
 Room Type SDDN-STANDARD
 Guests 2 / 0
 Payment Visa/Master
 Acct XXXX-XXXX-XXXX-[REDACTED]

Posting	Oper	AcctCo	Description	From	Reference	Amount
01/16/14	FS	7T	GUEST ADV DEP TRANSFER			\$275.72-
01/16/14	FS	325	KEY DEPOSIT			\$5.00
01/16/14	ACL	100	ROOM CHRG REVENUE			\$229.00
01/16/14	ACL	190	ROOM SLS TAX (STATE)			\$29.77
01/16/14	ACL	310	RESORT FEE			\$15.00
01/16/14	ACL	190	ROOM SLS TAX (STATE)			\$1.95
01/17/14	rs	100	ROOM CHRG REVENUE			\$229.00
01/17/14	rs	190	ROOM SLS TAX (STATE)			\$29.77
01/17/14	rs	310	RESORT FEE			\$15.00
01/17/14	rs	190	ROOM SLS TAX (STATE)			\$1.95
01/18/14	rs	326	ADJ KEY DEPOSIT			\$5.00-
01/18/14	rs	625	PAYMENT VISA/MC		5358 - 03120C	\$275.72-
Balance Due						\$0.00

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

Signature _____

1-16
Taxi

FLAMINGO TAXI
PHONE: (305) 599-9999

FARE:
\$ 39

DATE 1/16/14 CAB# _____
FROM Airport
TO Hotel
DRIVER'S NAME [Signature]
COMMENTS: PTRD (305) 375-2460
PASSENGER SIGNATURE _____

1-18
Taxi

CENTRAL CAB

Charge # 39.00 Date 1-18-14 Cab # _____
Name _____
From Miami Hotel
To Miami International Airport
Starting Mile _____ Finishing _____
Amount 39.00 Driver's Name [Signature]
Passenger Signature [Signature]
PTRD Complaint (305) 375-2460

1/16
Breakfast

1/16
lunch

HMSHOST
STARBUCKS COFFEE
SAN DIEGO AIRPORT

4774 Josephin

CHK 9262 GST 1
JAN16'14 5:52AM

TO GO

1 COD DARK T	1.95
1 LOAF ICD LEMON	3.10
AIRPORT DISC 10%	0.51-
SUBTOTAL	4.54
TAX	0.36
AMOUNT PAID	4.90
CASH	5.00
CHANGE	0.10

---4774 Closed JAN16 05:52AM---

THANK YOU FOR YOUR BUSINESS!

TELL US ABOUT YOUR EXPERIENCE

JOE NIKNAM
JOE.NIKNAM@HMSSHOT.COM

SSP America
Real Food Company
Terminal C
IAH Bush International
281-233-7621

442 Tashay F

Chk 3093 Jan16'14 11:51A Gst 0

***TO GO**

1 Hamburger	11.49
Cash	20.00
Food	11.49
Tax	0.95
Payment	12.44
Change Due	7.56

FEEDBACK

Dish Up Your Experience.

We appreciate feedback
about your visit.
Please call us 1 877 325 8777
Or email
feedback@foodtravelexperts.com

1-17 - Dinner
But's share \$ 49

La Lupa di Roma
610 Lincoln Road
Miami Beach, FL 33139
305-532-6657
www.lalupadiroma.com
Jan 17 2014 9:16:28 PM

***** REPRINT *****

*****CLOSED*****

Server: Waiter
Order Name: Table 32
Order: 34895216 Jan 17 2014 7:08:36 PM
Order Type: Dine-In Seats: 2

[REDACTED]
[REDACTED]
1 - Moroccan soup 11.00
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
1 - Hibiscus Risotto 28.00
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
1 - Coffee 3.50
1 - Tiramisu 9.00
[REDACTED]
[REDACTED]
[REDACTED]
1 - Gl Porto 8.00
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Sub Total: 550.00
Florida Sales
(9.00%): 49.51
Gratuity: 93.50
Total: 693.01
Amt. Paid: 693.01
Amt. Due: 0.00

1-18 Breakfast

Bret's share \$ 15⁰⁰

SSP America
Le Grand Comptoir
Terminal C
IAH Bush International
281-233-7621

SSP America
Le Grand Comptoir
Terminal C
IAH Bush International
281-233-7621

539 Jose L

Date: Jan18'14 10:30AM
Card Type: Amex
Acct #: XXXXXXXXXXX4195
Card Entry: SWIPED
Trans Type: PURCHASE
Trans Key: EIE009699229150
Auth Code: 185303
Check: 6062
Table: 110/1
Server: 539 Jose L

Tbl: 110/1 Chk 6062 Gst 1
Jan18'14 10:03AM
*** Reprint ***

Eat In
1 NY Breakfast 10.00
Subtotal 22.00
Tax 1.82
10:03AM Total 23.82

Subtotal: 23.82

Tip: 3.50

Total: 27.32

Signature: *Bret*

** Currency Not Included **
I agree to pay above total
according to my card issuer
agreement.
*** Customer Copy ***

FEEDBACK
Dish Up Your Experience.

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about your visit.
Please call us 1 877 325 8777
Or email
feedback@foodtravelexperts.com

AGENDA

MEETING OF ACI-NA LEGAL AFFAIRS STEERING GROUP

Marseilles Hotel, Boardroom

1741 Collins Avenue

Miami Beach, Florida 33139

Friday, January 17, 2014

9:00 a.m. – 4:00 p.m.

Greetings from In-coming Chair, Robert Watson

Greetings from In-coming Vice-Chair, Nancy McNair

- I. Legislative/Regulatory Update – Debby McElroy, ACI-NA Interim President
- II. Spring 2014 Joint Conference Agenda----(see the preliminary agenda attached)
 - a. Joint Sessions Tues – Wed – April 8-9, 2014 - outstanding issues, concerns, speaker needs, etc.
 - b. Planning for Legal Affairs Sessions – Monday April 7, 2014
 - i. FAA, TSA, and Litigation Update Sessions
 - ii. Other Possible Session Topics (from members and prior meetings)
 1. Car Rental issues
 2. E-Discovery and Records Retention Policies for electronic records
 3. Passenger liability and interplay of state, federal, and int'l law – Vumbaca v. Terminal One 859 F.Supp.2d 343
 4. Other
 - iii. Process/Presentation Ideas – room set up, voting tools, keynote speaker, other.
 - c. Select Date and Time for April Steering Group meeting in Dallas
- III. Old Business
 - a. Pending Litigation - updates
 - b. Joint Working Group updates
 - i. FAA Amendments to Rates and Charges Policy
 - ii. FAA Incentives Guidebook
 - c. TSA/ACI-NA Legal Working Group – renew conference calls? Topics?
 - d. Liaisons from Legal Affairs to Industry Groups
 - ABA Air and Space Law Forum (Bret Lobner, Louisa Goldstein) Sept. 27-28, 2013 Annual Meeting, February 21, 2014 Update Conference
 - Transportation Research Board Annual Meeting, January 12-16, 2014.

- **ACRP Legal Research Panel: Tim Karaskiewicz, E. Lee Thomson, and Tom Anderson**
 - **Federal Bar Association Transportation and Transportation Security Law Section (_____)**
 - **AMAC (_____)**
- e. Liaisons from Legal Affairs to ACI-NA Committees**
- **Business Diversity (TBD)**
 - **Environmental Affairs Committee (Bret Lobner)**
 - **Finance Committee (Emily Neuberger)**
 - **Insurance and Risk Management Committee (Tim Karaskiewicz and Nancy McNair)**
 - **ASSIST-Sustainability Working Group (Tim Karaskiewicz)**
 - **Safety and Security (Lee Thomson)**
 - **Government Affairs (Jeff Letwin)**
 - **Human Resources (Carlene McIntyre)**
- f. Pending Litigation Updates**

IV. New Business: Additional Issues for Consideration by the Steering Group

- a. ACI-NA and AAAE collaboration efforts– update**
- b. Nick Yost Proposal To ACI-NA Regarding FAA's Use of ALP to Insist on NEPA Compliance When No Federal Action is Involved (Bret Lobner)**
- c. TSA – pending issues other than litigation**
- d. FAA Proposal to Clarify Revenue Use Policy on Aviation Fuel Tax Revenues – comments submitted (or to be submitted) by January 21, 2014**
- e. Open Position on the Steering Group**
- f. City selected for the Spring 2015 Legal Affairs Conference?**
- g. Proposed Cities for Consideration for Spring 2016 Conference**
- h. Discussion of possible future Joint Webinars with Finance Committee**

V. Other pending issues of importance

VI. Adjourn