

# SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY



## BOARD MEMBERS

DAVID ALVAREZ  
LAURIE BERMAN\*  
C. APRIL BOLING  
GREG COX  
JIM DEONOND  
COL. JOHN FARNAM\*  
ROBERT H. GLEASON  
LLOYD B. HUBBS  
JIM JANNEY  
ERAINA ORTEGA\*  
PAUL ROBINSON  
MARY SESSUM

\* EX OFFICIO BOARD MEMBERS

PRESIDENT/CEO  
THELLA F. BOWENS

## BOARD

## AGENDA

Thursday, July 23, 2015  
9:00 A.M.

San Diego International Airport  
Commuter Terminal – Third Floor  
Board Room  
3225 N. Harbor Drive  
San Diego, California 92101

***Live webcasts of Authority Board meetings can be accessed at  
<http://www.san.org/Airport-Authority/Meetings-Agendas?EntryId=1954>***

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 & Information Governance 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 & Information Governance/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 & Information Governance/Authority Clerk Department with your request at (619) 400-2400 at least three (3) working days prior to the meeting.*

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PRESENTATIONS:**

**A. BUSINESS DEVELOPMENT UPDATE:**

Presented by Scott Brickner, Vice President, Finance and Asset Management/Treasurer

**B. OVERVIEW OF FAA'S SOUTHERN CALIFORNIA METROPLEX PROJECT:**

Presented by Keith Wilschetz, Director, Airport Planning and Noise Mitigation

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

***STANDING BOARD COMMITTEES***

• **AUDIT COMMITTEE:**

Committee Members: Gleason, Hollingworth, Hubbs (Vice Chair), Robinson (Chair), Sessom, Tartre, Van Sambeek

• **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**

Committee Members: Alvarez (Vice Chair), Boling, Gleason, Hubbs (Chair), Robinson

• **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**

Committee Members: Cox, Desmond (Chair), Hubbs, Janney, Sessom (Vice Chair)

• **FINANCE COMMITTEE:**

Committee Members: Alvarez, Boling (Vice Chair), Cox (Chair), Janney, Sessom

***ADVISORY COMMITTEES***

• **AUTHORITY ADVISORY COMMITTEE:**

Liaison: Robinson (Primary), Boling

• **ART ADVISORY COMMITTEE:**

Committee Member: Gleason

## ***LIAISONS***

- **AIRPORT LAND USE COMPATIBILITY PLAN:**  
Liaison: Janney
- **CALTRANS:**  
Liaison: Berman

## **INTER-GOVERNMENTAL AFFAIRS:**

- Liaison: Cox
- **MILITARY AFFAIRS:**  
Liaison: Farnam
- **PORT:**  
Liaisons: Cox, Gleason (Primary), Robinson
- **WORLD TRADE CENTER:**  
Representatives: Alvarez, Gleason (Primary)

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

- **SANDAG TRANSPORTATION COMMITTEE:**  
Representatives: Alvarez (Primary), Hubbs

## **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 1-14):**

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 Board meetings.

RECOMMENDATION: Approve the minutes of the June 25, 2015, regular meeting.

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

The Board is requested to accept the reports.

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

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

**3. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM JUNE 1, 2015, THROUGH JUNE 28, 2015, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM JUNE 1, 2015, THROUGH JUNE 28, 2015:**

The Board is requested to receive the report.

RECOMMENDATION: Receive the report.

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

**4. JULY 2015 LEGISLATIVE REPORT:**

The Board is requested to approve the report.

RECOMMENDATION: Adopt Resolution No. 2015-0068, approving the July 2015 Legislative Report.

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

**5. APPROVE APPOINTMENTS TO THE ART ADVISORY COMMITTEE:**

The Board is requested to approve appointments.

RECOMMENDATION: Adopt Resolution No. 2015-0069, approving the reappointment of Chike C. Nwoffiah and appointment of Andy Horwitz to the Art Advisory Committee.

**(Vision, Voice & Engagement: Diana Lucero, Director)**

***CLAIMS***

***COMMITTEE RECOMMENDATIONS***

## ***CONTRACTS AND AGREEMENTS***

**6. AWARD A CONTRACT TO TEL TECH PLUS, INC. FOR EAST SIDE FIBER LOOP INSTALLATION AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0070, awarding a contract to Tel Tech Plus, Inc., in the amount of \$171,752 for Project No. 104200, East Fiber Loop Installation at San Diego International Airport.

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

**7. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR TERMINAL 2 EAST COMMON USE PASSENGER PROCESSING SYSTEMS EXPANSION AT SAN DIEGO INTERNATIONAL AIRPORT:**

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

RECOMMENDATION: Adopt Resolution No. 2015-0071, approving and authorizing an increase in the President/CEO's change order authority from \$56,591 to an amount not to exceed \$161,591, for Project No. 104182, Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion at San Diego International Airport.

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

**8. AWARD OF CONTRACT TO BC RENTALS, INC. (DBA BC TRAFFIC SPECIALIST) FOR RENTAL CAR CENTER WAYFINDING SIGNAGE – CITY OF SAN DIEGO ROADWAY SIGNS AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0072, awarding a contract to BC Rentals, Inc. (dba BC Traffic Specialist) in the amount of \$209,048.80 for Project No. 104168C, Rental Car Center (RCC) Wayfinding Signage - City of San Diego Roadway Signs at San Diego International Airport.

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

**9. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AIRPORT SIGNAGE SERVICES AGREEMENT WITH SIGN AGE IDENTITY SYSTEMS, INC.:**

The Board is requested to approve an amendment.

RECOMMENDATION: Adopt Resolution No. 2015-0073, approving and authorizing the President/CEO to execute a First Amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000.

**(Facilities Management: Murray Bauer, Director)**

**10. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FOR TERMINAL LINK ROAD PROJECT AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to authorize the increase.

RECOMMENDATION: Adopt Resolution No. 2015-0077, approving and authorizing an increase in the President/CEO's Change Order Authority from \$355,589 to an amount not to exceed \$670,000 for Project No. 104134, Terminal Link Road at San Diego International Airport.

**(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)**

**11. AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO ASSOCIATION OF GOVERNMENTS FOR THE 2013-2014 FISCAL YEAR CALIFORNIA DEPARTMENT OF TRANSPORTATION PLANNING GRANT:**

The Board is requested to authorize the execution of a Memorandum of Understanding.

RECOMMENDATION: Adopt Resolution No. 2015-0078, authorizing the President/CEO to Execute a Memorandum of Understanding with the San Diego Association of Governments for the 2013-2014 Fiscal Year Caltrans Transportation Planning Grant for reimbursement of \$88,504.

**(Airport Planning: Keith Wilschetz, Director)**

**12. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE MODIFICATIONS/ AMENDMENTS TO CONCESSION LEASES TO EXEMPT FUNDS DERIVED FROM CONTRIBUTIONS TO THE GOOD TRAVELER CARBON OFFSET PILOT PROGRAM FROM THE DEFINITION OF "GROSS RECEIPTS":**

The Board is requested to authorize the modifications/amendments.

RECOMMENDATION: Adopt Resolution No. 2015-0079, approving and authorizing the President/CEO to execute modifications/amendments to Concession Leases to exempt funds derived from the contributions to the Good Traveler Carbon Offset Pilot Program from the definition of "Gross Receipts".

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

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

**13. AWARD A CONTRACT TO G&G SPECIALTY CONTRACTORS, INC., FOR QUIETER HOME PROGRAM PHASE 8, GROUP 8, PROJECT NO. 380808 (40 HISTORIC AND NON-HISTORIC SINGLE AND MULTI-FAMILY UNITS ON 13 RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT):**

The Board is requested to award a contract.

RECOMMENDATION: Adopt Resolution No. 2015-0074, awarding a contract to G&G Specialty Contractors, Inc., in the amount of \$1,503,140, for Phase 8, Group 8, Project No. 380808, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**(Airport Planning & Noise Mitigation: Keith Wilschetz, Director)**

**14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO AWARD A CONTRACT TO RICONDO & ASSOCIATES, INC., AND TO COFFMAN ASSOCIATES, INC. TO PROVIDE ON-CALL AIRPORT LAND USE COMPATIBILITY PLANNING TECHNICAL SERVICES:**

The Board is requested to approve the contracts.

**RECOMMENDATION:**

Adopt Resolution No. 2015-0075, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Ricondo & Associates, Inc. in an amount not-to-exceed \$2,000,000 to provide on-call Airport Land Use Compatibility Planning technical services; and

Adopt Resolution No. 2015-0076, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Coffman Associates, Inc. in an amount not-to-exceed \$1,000,000 to provide on-call Airport Land Use Compatibility Planning technical services.

**(Airport Planning: Angela Jamison, Manager)**

**PUBLIC HEARINGS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

**15. RENEWAL OF THE EMPLOYEE BENEFITS PROGRAM FOR 2016:**

The Board is requested to approve the program.

**RECOMMENDATION:** The Executive Personnel & Compensation Committee recommends that the Board adopt Resolution 2015-0080, approving the renewal of the Employee Benefits Program for 2016.

**(Talent, Culture & Learning: Kurt Gering, Director)**

**16. AMEND BOARD RESOLUTION 2014-0130 AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AMENDED SITE LEASE AGREEMENT AND SOLAR POWER PURCHASE AGREEMENT TO FINANCE, DESIGN, INSTALL, OPERATE, AND MAINTAIN A SOLAR PHOTOVOLTAIC GENERATING SYSTEM WITH LINDBERG FIELD SOLAR 2, LLC, AT SAN DIEGO INTERNATIONAL AIRPORT:**

The Board is requested to amend a resolution.

RECOMMENDATION: Adopt Resolution No. 2015-0081, amending Resolution No. 2014-0130 authorizing the President/CEO to negotiate and execute: (1) an amended site lease agreement with Lindberg Field Solar 2, LLC, for the development and installation of a solar photovoltaic ("PV") generating system with the ability to generate up to 5.1 megawatts using a phased approach; and (2) an amended solar power purchase agreement with Lindberg Field Solar 2, LLC, to finance, design, install, operate, and maintain a PV generating system with the ability to generate up to 5.1 megawatts, allowing a phased installation at San Diego International Airport.

**(Airport Design & Construction: Bob Bolton, Director)**

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

Negotiating Parties: San Diego Gas & Electric, United States Fish and Wildlife Service, GGTW, LLC (current tenant) and/or other interested parties.  
Under Negotiation: Sale – terms and conditions.

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

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

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

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

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

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

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

(Cal. Gov. Code § 54956.9(a) and (d)(1).)

Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)

- 21. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1).)  
Joan M. Ward v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL
- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al/v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 23. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
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.  
Number of potential cases: 1
- 24. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 3
- 25. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9)  
Number of potential cases: 1
- 26. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION:**  
Cal. Gov. Code §54957  
Title: President/Chief Executive Officer
- 27. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Cal. Gov. Code §54957  
Title: General Counsel
- 28. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Cal. Gov. Code §54957  
Title: Chief Auditor

**REPORT ON CLOSED SESSION:**

**NON-AGENDA PUBLIC COMMENT:**

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

**GENERAL COUNSEL REPORT:**

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

**BOARD COMMENT:**

**ADJOURNMENT:**

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

- 1) Persons wishing to address the Board, ALUC, and Committees shall complete a "Request to Speak" form prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment and General Items). Failure to complete a form shall not preclude testimony, if permission to address the Board is granted by the Chair.
- 2) The Public Comment Section at the beginning of the agenda is limited to eighteen (18) minutes and is reserved for persons wishing to address the Board, ALUC, and Committees on any matter for which another opportunity to speak is not provided on the Agenda, and on matters that are within the jurisdiction of the Board. A second Public Comment period is reserved for general public comment later in the meeting for those who could not be heard during the first Public Comment period.
- 3) Persons wishing to speak on specific items listed on the agenda will be afforded an opportunity to speak during the presentation of individual items. Persons wishing to speak on specific items should reserve their comments until the specific item is taken up by the Board, ALUC and Committees. Public comment on specific items is limited to twenty (20) minutes – ten (10) minutes for those in favor and ten (10) minutes for those in opposition of an item. Each individual speaker will be allowed three (3) minutes, and applicants and groups will be allowed five (5) minutes.
- 4) If many persons have indicated a desire to address the Board, ALUC and Committees on the same issue, then the Chair may suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to **three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions.**
- 5) Pursuant to Authority Policy 1.33 (8), recognized groups must register with the Authority Clerk prior to the meeting.
- 6) After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, ALUC, and Committees without first obtaining permission to do so.

**Additional Meeting Information**

**NOTE:** This information is available in alternative formats upon request. To request an Agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (ALD) for the meeting, please telephone the Authority Clerk's Office at (619) 400-2400 at least three (3) working days prior to the meeting to ensure availability.

For your convenience, the agenda is also available to you on our website at [www.san.org](http://www.san.org).

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

**You may also reach the Commuter Terminal by using public transit via the San Diego MTS System, Route 992. The MTS bus stop at Terminal 1 is a very short walking distance from the Commuter Terminal. ADA paratransit operations will continue to serve the Commuter Terminal as required by Federal regulation. For MTS route, fare and paratransit 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>
September 17	Thursday	9:00 a.m.	Regular	Board Room
October 15	Thursday	9:00 a.m.	Regular	Board Room

ITEM A



**SAN DIEGO**  
INTERNATIONAL AIRPORT

LET'S **GO.**

# Business Development Update

July 23, 2015 Board Meeting

# Business Development

## Background



The Airport Authority is a single-purpose entity focused on delivering fast, safe, and efficient air service



We do not rely on local tax dollars



The Airport is funded primarily by users; airlines, concessionaires, rental car companies, other tenants, and passengers

# Business Development Transition

-  Created Business Development Department – FY 2014
-  Recruited Director of Business Development - November 2014
-  Responsibilities have transitioned – March 2015
-  Continued collaboration between Business Development and other Authority departments

# Business Development Formation

-  Implemented business concept “clearinghouse”
-  Compiled extensive database of new business concepts
-  Conducted consumer focus groups and specific research on parking opportunities to better understand passenger needs
-  Preliminary prioritization of potential business concepts

# Business Development

## Sample of Concepts

Services	Products
Film & Meeter/Greeter Permits	Portable Chargers
Airport “App”	Beauty Products
Enhanced Parking Options	Security Slippers
Luggage Assistance	Family Equipment Rentals
Remote Luggage Check-In	Mobile Phone Rentals
Concierge	Mexican Restaurant
Holdroom Food Delivery	Bar Near Baggage Claim
Online Food Purchase	Children’s Play Areas
Pet Boarding	Theme Park Tickets
Car Wash & Services	

# Business Development

## Concepts In Process

Services	Products
<b>Film &amp; Meeter/Greeter Permits</b>	<b>Portable Chargers</b>
<b>Airport "App"</b>	Beauty Products
<b>Enhanced Parking Options</b>	Security Slippers
Luggage Assistance	Family Equipment Rentals
Remote Luggage Check-In	Mobile Phone Rentals
Concierge	Mexican Restaurant
Holdroom Food Delivery	Bar Near Baggage Claim
Online Food Purchase	Children's Play Areas
Pet Boarding	
Car Wash & Services	

# Business Development

## Filming & Meeter/Greeter Permits

-  Offset cost of staff time to coordinate third party activities
-  Generate revenue from commercial use of airport property
-  Proposed Permit with provisions for a one-time processing fee and cost recovery for extraordinary staff oversight planned to be finalized by Fall 2015

# Business Development

## Portable Charger Vending Objectives



Frees passengers from power outlets and provides a valuable service



Allows passengers to shop and dine



Revenue generation from vending business as well as other concessions



Batteries are recharged and exchanged for next use

# Business Development

## Portable Charger Vending Status



- 9-month pilot program implemented October 2014
- 13 vending units installed in Terminals 1 and 2
- Usage growing monthly
- 12 more US airports by December 2015
- Pilot concluded June 30, 2015 and is being evaluated to determine level of success

# Business Development

## Airport App Objectives



Develop indoor geolocation management platform for use in airports (“beacons”)



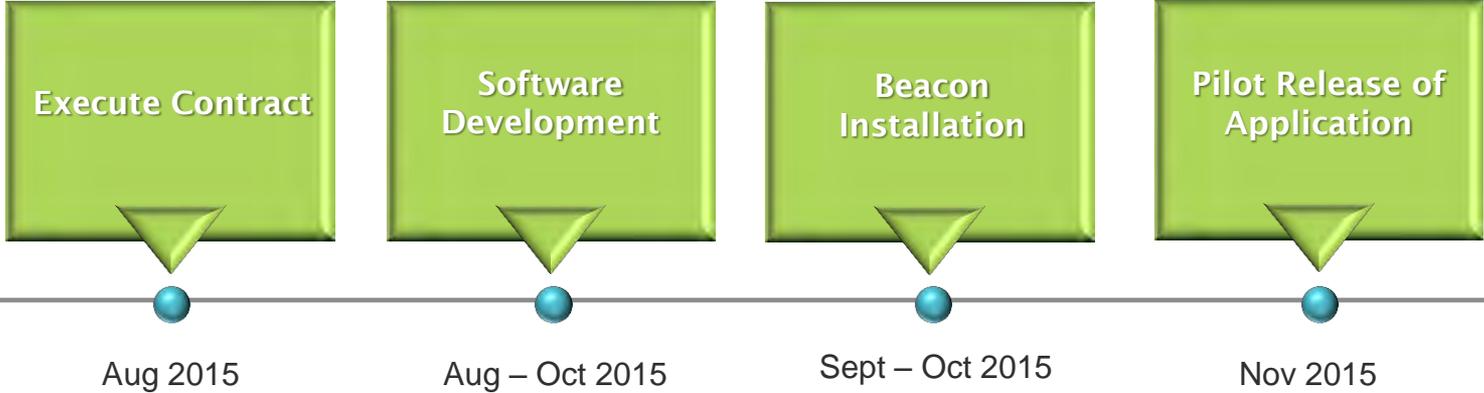
Develop App to enhance passenger convenience



Unique opportunities for new sources of revenue

# Business Development

## Airport App Target Timeline



# Business Development

## Parking Objectives

-  Enhance parking revenue through increased utilization & increased revenue per space
-  Enhance the passenger experience
-  Cross-sell other products and services
-  Maintain satisfaction during parking plaza construction

# Business Development

## Parking Initiatives Underway



Promotion of parking services online via [san.org](http://san.org) and Google Ads



Enhanced wayfinding through improved signage and [san.org](http://san.org)

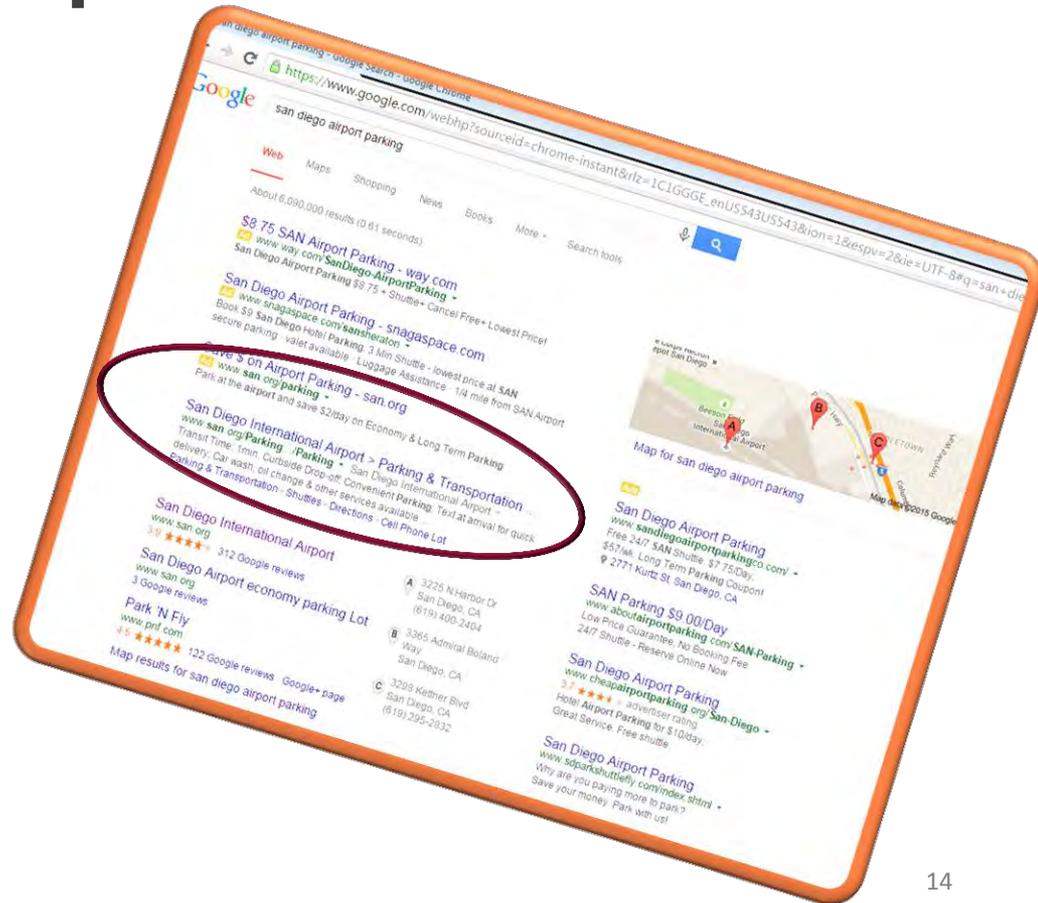


Developing premium parking products

# Business Development

## Google AdWords

- 80,000 unique searches / year for “San Diego Airport Parking”
- 3% conversion = **\$430,000 / year**
  - Economy - \$82,000
  - Long Term - \$134,000
  - Terminals - \$216,000
- **\$1.3 - \$1.7 Million / year** if consumer parks 3 – 4 times annually



# Business Development Marketing on [www.san.org](http://www.san.org)

The screenshot shows the website's parking section with the following details:

- Terminal Specific:** A callout points to the 'Terminal Lots Commuter, 1 & 2' section, which lists a transit time of 1-5 minutes and a daily rate of \$30. The amenities listed include: Park right in front of terminals, Hourly rates available for first 24 hours, Ideal for meeting passengers, Self-park, and EV Charging Stations (Terminal 2).
- Amenities:** A callout points to the left-hand navigation menu, which includes: Directions, Parking, Cell Phone Lot, Rental Cars, Taxis, Shuttles, Public Transportation, and Biking & Walking.
- Promotions:** A callout points to a red banner for an '\$11/DAY ONLINE COUPON' with a 'Daily Rate: \$13'.
- Enhanced Wayfinding:** A callout points to a map showing the location of the parking lots relative to the airport terminals.

Other parking options shown include:

- Valet Parking:** Transit Time: 1 min, Daily Rate: \$38.
- Long Term Lot Harbor Drive:** Transit Time: 3-5 min, Daily Rate: \$20.
- Economy Lot Pacific Highway:** Transit Time: 5-10 min, Daily Rate: \$13.

A system message at the bottom states: 'Software changes are required. Your IT department requires changes to the software on your computer. Click here for options.'

# Business Development Premium Products

**Reservations**

**Valet Services**

**SANDIEGO INTERNATIONAL AIRPORT**  
LET'S GO.

**PARKING & TRANSPORTATION**

- Directions >
- Parking >
- Cell Phone Lot >
- Rental Cars >
- Taxis >
- Public Transportation >
- Parking >

**INTERACTIVE MAP**  
EXPLORE MORE >

### PARKING RESERVATIONS

**Your Terminal**

- Commuter Terminal
- Terminal 1
- Terminal 2 EAST
- Terminal 2 WEST**

**Your date and time**

Enter:

Exit:

Enter Promo Code:

**Continue >**

**Select a Parking Option**

- V** **Valet Parking**
  - Curbside drop-off
  - Meet at arrival
  - Car wash available

Transit Time: 1 min

**\$225.00**

**SELECT >**
- ★** **Premium Reserved Terminal Parking**
  - Convenient Location
  - Hourly rates available
  - Self park, keep your keys
  - No minimum stay

Transit Time: 3-5 min

**\$115.00**

**SELECT >**
- P** **Terminal Lot 2 West**
  - Convenient Parking
  - Hourly rates available
  - Ideal for meeting passengers
  - No minimum stay

Transit Time: 3-5 min

**\$105.00**

**SELECT >**

# Business Development

## Additional Parking Enhancements



Credit Card In & Out Capability



Mobile Phone Scanning Capability



Loyalty Program



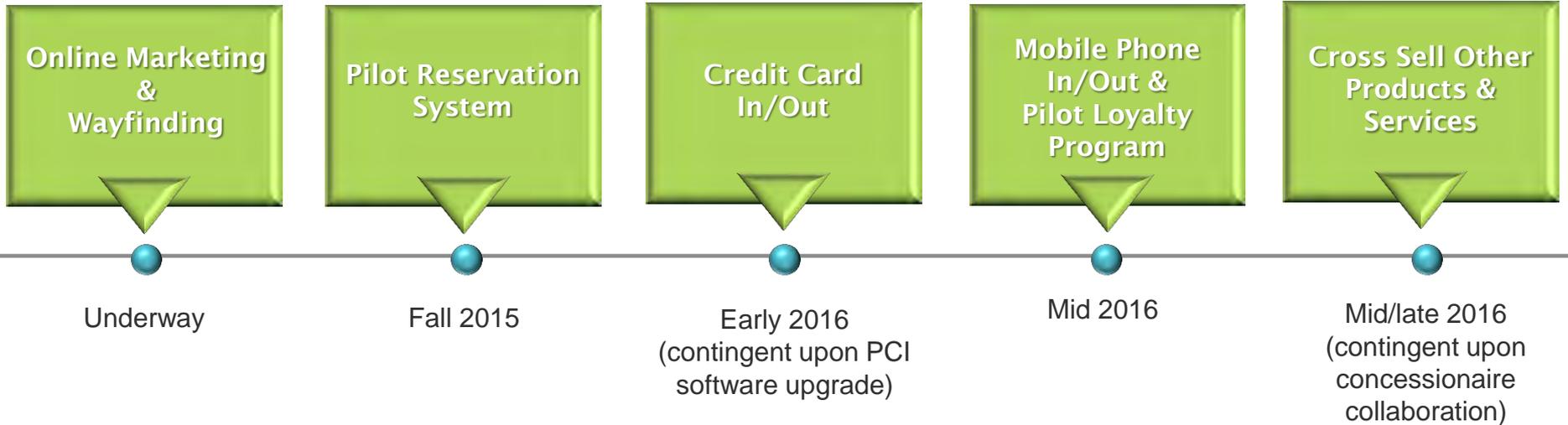
Dynamic Pricing



Fully automated entry, exit and payment

# Business Development

## Parking Initiatives Target Timeline



# Business Development

## Next Steps





Questions?

# Overview of FAA's Southern California Metropolitan Project



Paul Dunholter, P.E.  
Jim Allerdice

July 23, 2015



# NextGen



Safely improve the efficiency of the National Airspace System (NAS) by improving efficiencies at metropolitan areas with complex air traffic flows using integrated solutions.<sup>1</sup>

<sup>1</sup> FAA Presentation on 6/22/2015 OAPM SoCal Metroplex

# Benefits of Metroplex Projects

A large aircraft wing structure is mounted on a tall, slender tower at an airport tarmac. The scene is set during sunset, with the sun low on the horizon, creating a bright starburst effect and casting long shadows. In the background, several commercial aircraft are parked on the tarmac, and a large airport building is visible on the right side. The overall atmosphere is one of a busy airport during the 'golden hour' of the day.

Metroplex projects provide benefits to Air Traffic Control (ATC) by providing more options for routing aircraft to increase airspace and airport efficiency.

The project benefits the traveling public by reducing delays and enhancing safety.

Metroplex procedures benefit the airlines by reducing fuel burn and emissions.

# What is the Metroplex?

The Southern California Metroplex reviews all airspace procedures at 21 metropolitan airports to determine how new satellite procedures can be best utilized.



## Sponsor

This is the FAA's project. The Airport Authority has not been involved in identifying or evaluating changes to flight procedures.

## Purpose

The goal of the Metroplex project is to optimize air traffic procedures and airspace by upgrading from ground-based navigation systems to satellite-based systems.

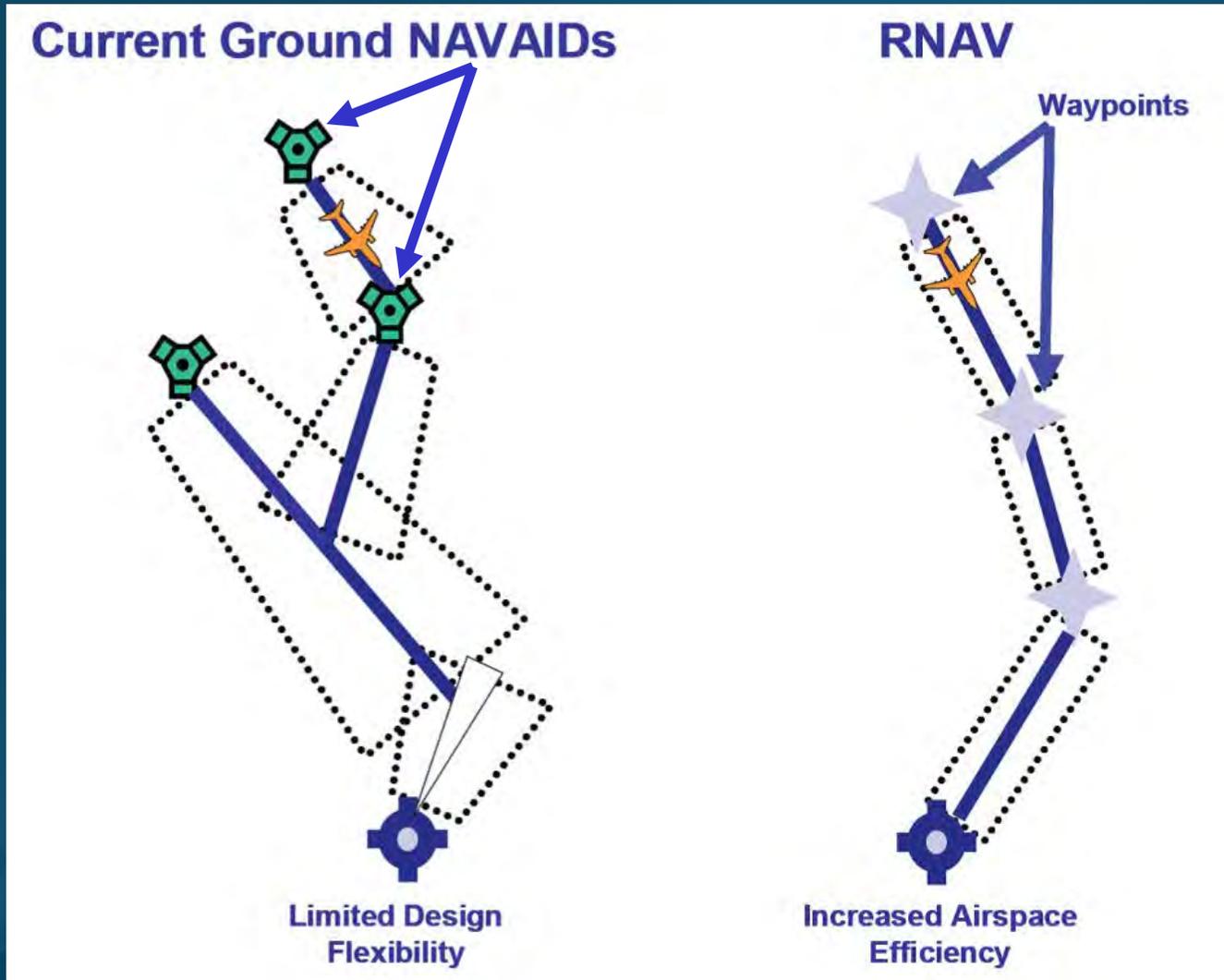
## Metroplex

A "Metroplex" is a geographical area covering several airports serving metropolitan areas such as Southern California.

## Comprehensive

Historically, satellite procedures were developed one procedure at a time at each individual airport. Metroplex projects are a comprehensive and strategic approach.

# Ground versus Satellite Navigation



Ground-based navigation requires point-to-point communication and routing.

Satellite-based navigation procedures provide efficient and direct routes for aircraft to reach their destinations.

# Metroplex Facts



Satellite procedures have been utilized at SDIA for almost eight years.



Residents under the concentrated flight path may experience more noise.



New procedures may include changes in flight paths and/or altitudes in certain areas.



Changes in flight paths may result in exposing new areas to aircraft overflights.

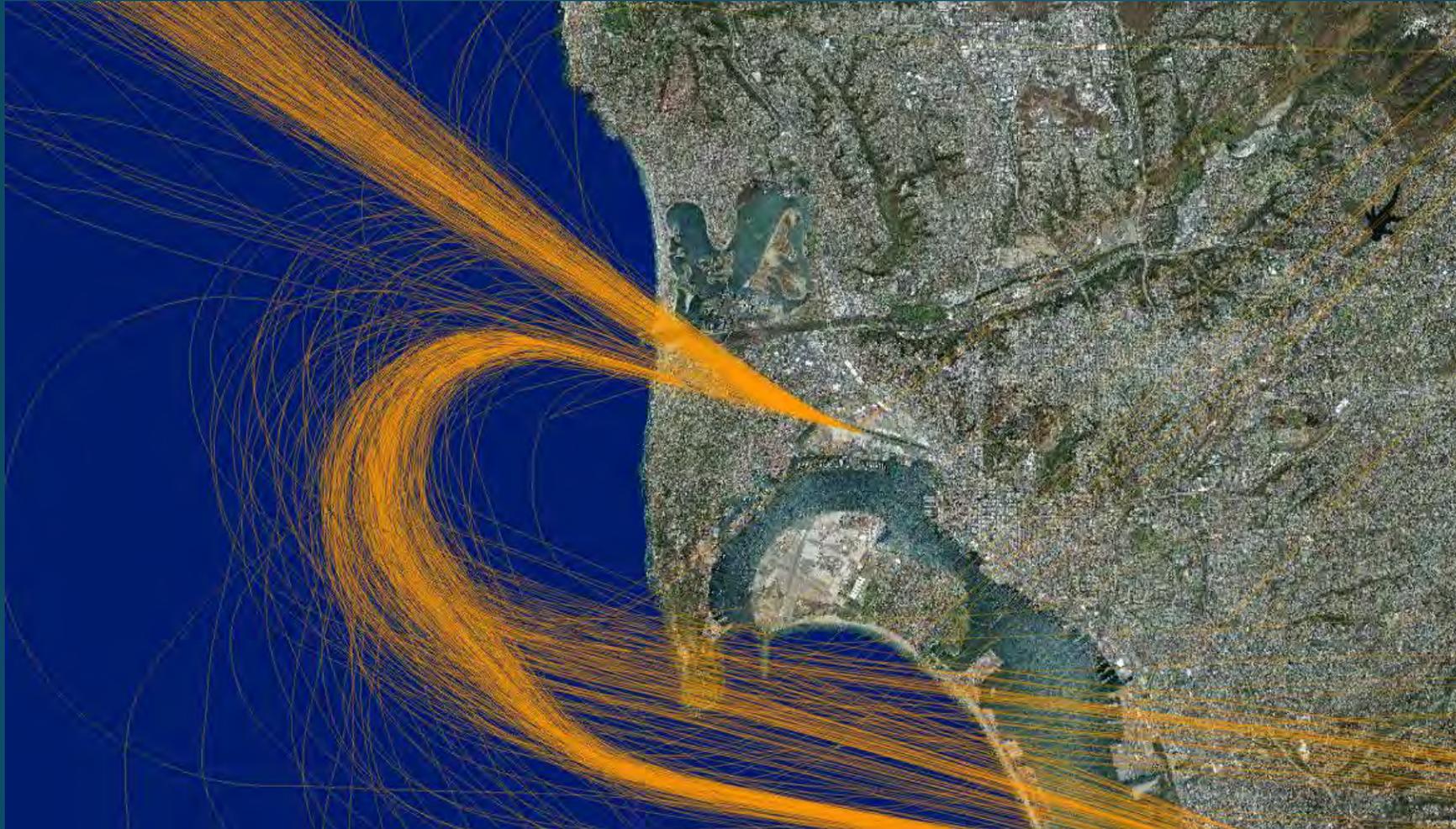


New procedures will create more precise and narrower flight paths.



The FAA is conducting an Environment Assessment (EA) on all Southern California Procedures.

# Review of Metroplex Departures West



## Western Departures

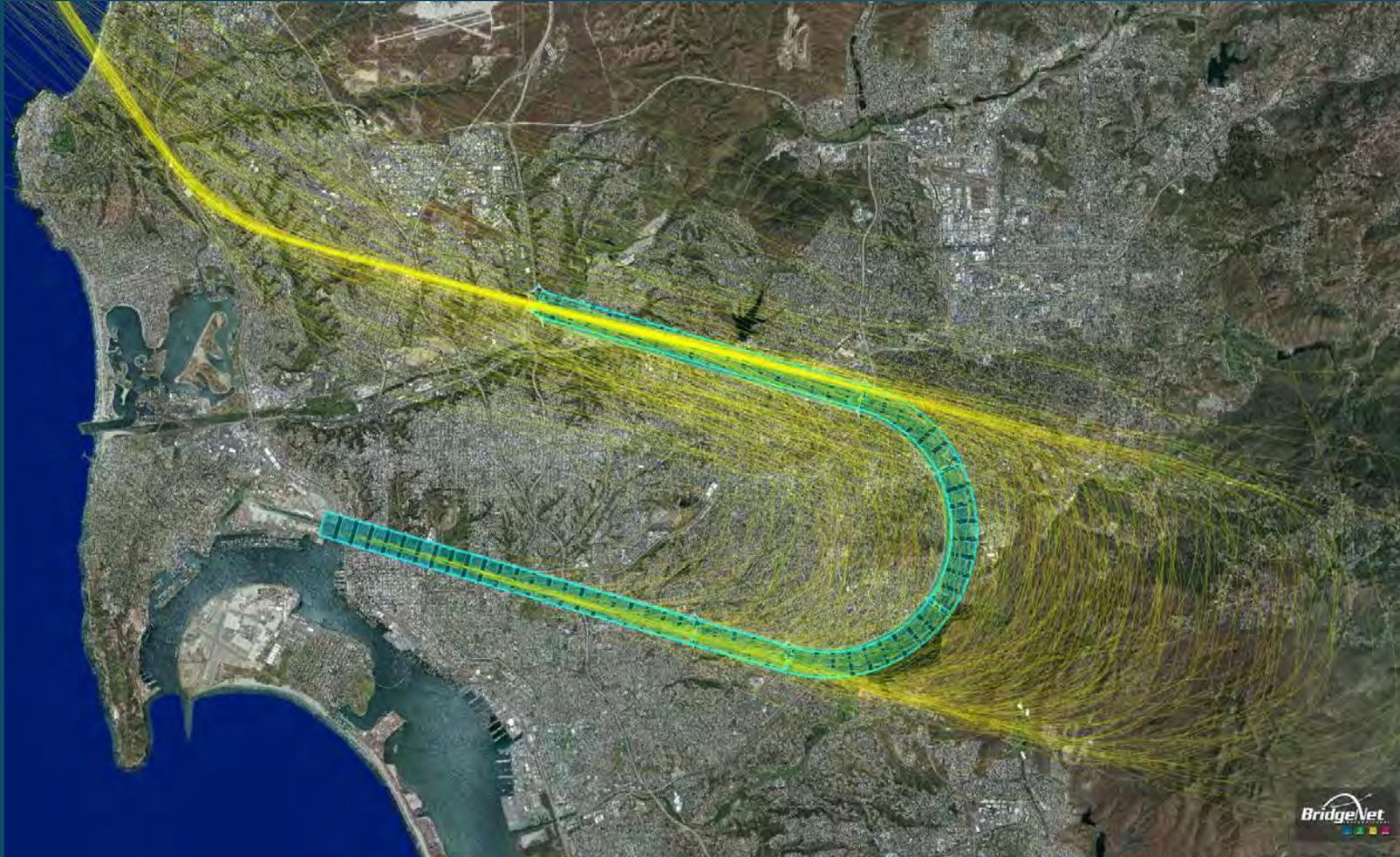
Changes to the departure procedures call for aircraft to make a tighter turn and bring all planes closer to the Point Loma Peninsula than they do today.

 = Departing flight tracks today

 = Satellite-based flight procedure corridor for arrivals

Note: No new Metroplex procedures create noise impacts within the 65 dB CNEL. It may increase Single Event Noise levels in certain areas.

# Review of Metroplex Arrivals East



## Eastern Arrivals

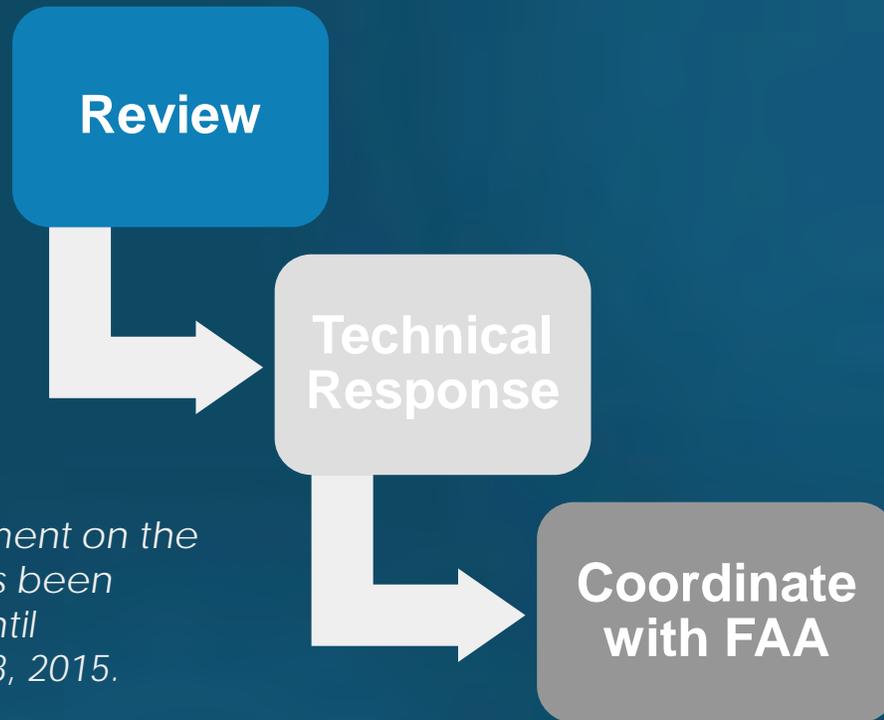
Location of navigation points for aircraft arriving into San Diego have slight changes that could alter flight paths.

The flight corridor that was once dispersed will ultimately (after many years) be concentrated into a narrow and precise corridor.

-  = Arriving flight tracks today
-  = Satellite-based flight procedure corridor for arrivals

Note: No new Metroplex procedures create noise impacts within the 65 dB CNEL. It may increase Single Event Noise levels in certain areas.

# Staff Action Items



*Public comment on the FAA's EA has been extended until September 8, 2015.*

Airport Staff and Consultants are currently reviewing the technical aspects of the proposed SoCal Metroplex Procedures.

## Technical Response

A response is being prepared that will identify specific noise abatement goals and issues that we would like the FAA Metroplex Team to consider in their design.

## Coordination with FAA

As much as it is feasible, staff will coordinate with the FAA to implement any of the measures in our technical response.

## Information to Public

The FAA has a website with all documentation, which is updated as new information becomes available.



# Questions

DRAFT

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD  
MINUTES  
THURSDAY, JUNE 25, 2015  
SAN DIEGO INTERNATIONAL AIRPORT  
BOARD ROOM

**CALL TO ORDER:** Chair Gleason called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:05 a.m. on Thursday, June 25, 2015, in the Board Room at the San Diego International Airport, Commuter Terminal, 3225 North Harbor Drive, San Diego, CA 92101.

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

**ROLL CALL:**

PRESENT: Board Members: Alvarez, Cox, Farnam (Ex Officio), Gleason, Hubbs, Janney, Robinson, Sessom

ABSENT: Board Members: Berman (Ex Officio), Boling, Desmond, Ortega (Ex Officio)

ALSO PRESENT: Angela Shafer-Payne, Vice President, Operations; Breton K. Lobner, General Counsel; Tony R. Russell, Director, Corporate and Information Governance/Authority Clerk; Lorraine Bennett, Assistant Authority Clerk II

Chair Gleason announced that Non-Agenda Public Comment would be heard at this time.

**NON-AGENDA PUBLIC COMMENT:**

LANCE MURPHY, SAN DIEGO, spoke regarding the Federal Aviation Administration's (FAA) Metroplex Plan for the San Diego area. He requested that the Authority Board take a leadership role in the process and ask that the deadline for public comment be extended.

Board Member Sessom stated that it would be appropriate for the Authority to understand the issue to determine if the Board should weigh in on the issue.

Board Member Alvarez requested that staff provide more information to the Board regarding this issue.

Chair Gleason requested that staff provide a briefing to the Board on what this issue is all about as soon as possible.

Angela Shafer-Payne, Vice President, Operations, stated that information will be forthcoming to the Board during the next week.

EMIR HERNANDEZ, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with High Flying Foods (HFF).

MICHELLE GUTIERREZ, SAN DIEGO, spoke regarding ongoing issues related to employee contract negotiations with HFF.

JANET LEGARRA, SAN DIEGO, stated that HFF treats its employees unfairly.

FELIZ MORA, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

EVALINA LOVE, SAN DIEGO, spoke on behalf of ASHLEY, and asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

EVE MENDEZ, SAN DIEGO, spoke on behalf of CAROLINA regarding intimidation by HFF with its employees.

CRYSTAL MURPHY, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

MARISOL SOLANO, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

NORA KRUG, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

MARTIN DUARTE, SAN DIEGO, spoke regarding the low morale of employees at HFF.

MIRNA SOTO, SAN DIEGO, asked for assistance from the Board regarding ongoing employee contract negotiations with HFF.

Board Member Sessom stated that there appears to be a potential breach of contract between HFF and the Authority, and she requested that the issue be placed on a future Board Agenda under Closed Session to discuss HFF's actions in regards to the Authority's contract.

Chair Gleason requested that the President/CEO and General Counsel further investigate this issue, and that it be added under Closed Session on the Executive Committee and Board agenda, to provide updates to the Board on the issue and for action, if necessary.

Board Member Alvarez requested information, as soon as possible, regarding whether or not HFF contested the decision by the Administrative Law Judges.

Board Member Hubbs requested that staff provide additional information regarding HFF's arbitration requirements.

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

**NEW BUSINESS:**

**14. AIRPORT-PERMITTED COMMERCIAL VEHICLE DRIVER BACKGROUND CHECK REQUIREMENTS:**

Chair Gleason disclosed ex-parte communications with Kimberly Miller, representing Lyft.

Board Member Sessom disclosed ex-parte communications with Kimberly Miller, representing Lyft.

Board Member Robinson disclosed ex-parte communications with Kimberly Miller, Chris Michell, and San Diego City Councilmember, Chris Cate.

Board Member Janney disclosed ex-parte communications with Kimberly Miller, representing Lyft.

Angela Shafer-Payne, Vice President, Operations and David Boenitz, Director, Ground Transportation, provided a presentation on Airport-Permitted Commercial Vehicle Driver Permit Requirements, which included TNC Permit Requirements, Other Commercial Driver Permits, Authority Code Changes, and Permit Actions and Revisions.

CHRISTOPHER BALLARD, SAN DIEGO, spoke in opposition to Authority Code Section 9.13(b), "Drivers Permits and Requirements" that applies a second set of background check requirements to TNC's.

BAKARI BROCK, SAN FRANCISCO, spoke in support of staff's recommendation.

GINA SCHUMACHER, SAN DIEGO, spoke in support of staff's recommendation.

STEVE YAGYAGAN, CHULA VISTA, spoke in support of staff's recommendation.

LISA NEWMAN, SAN DIEGO, spoke in support of staff's recommendation.

AUDRIE ASTEBURY, SAN DIEGO, spoke in support of staff's recommendation.

CHRISTINA CHADWICK, representing the City of San Diego, spoke in support of staff's recommendation.

CARELYN REYNOLDS, requested that the Board seek parity across all modes of Airport transportation.

ADRIAN KWIATKOWSKY, SAN DIEGO, requested that the Board direct staff to meet with the Transportation Alliance Group (TAG) to discuss leveling the playing field across all modes of Airport transportation.

In response to Chair Gleason regarding whether Uber in support of staff's recommendation, Mr. Ballard stated that Uber would be unwilling to sign the permit, because of the two different background check standards in Authority Code Section 9.13.

*It was moved by Board Member Robinson seconded by Board Member Sessom to approve staff's recommendation.*

Board Member Hubbs requested that staff provide a list of background check standards required by the California Public Utilities Commission (CPUC) in comparison with the Authority's standards.

In response to Board Member Hubbs regarding whether changing the Code requirements in the permit is allowable, Bret Lobner, General Counsel, stated that the Authority Code sets the bar for all drivers at the Airport, in addition to the CPUC rules.

Board Member Hubbs expressed concerns given by Taxicabs and other ground transportation modes regarding leveling the playing field, and stated that he could not support the motion.

Board Member Alvarez stated that he would like to have a discussion as to why these additional regulations are important to the Airport and for its operations.

Board Member Cox expressed concern that if the Authority makes changes to the standards for TNC's, then there needs to be a discussion for a level playing field for all transportation modes. He further stated that what has been in place is good public policy.

**RECOMMENDATION:** Adopt Resolution No. 2015-0066, authorizing the President/CEO to determine the required form of background checks for all ground transportation service providers.

Adopt Resolution No. 2015-0067, amending Authority Codes 9.12 – Ground Transportation Service Permits, 9.13 – Driver Permits, 9.14 – Insurance, 9.15 – Vehicle Registration and 9.21 – Vehicle Condition to reflect issuance of a Transportation Network Company Pilot Program Permit.

**ACTION:** Moved by Board Member Robinson and seconded by Board Member Sessom to approve staff's recommendation. Motion failed by the following vote: YES – Cox, Gleason, Janney, Robinson; NO – Hubbs; ABSENT – Boling, Desmond; ABSTAIN – Alvarez, Sessom. (Weighted Vote Points: YES – 42; NO – 12; ABSENT – 25; ABSTAIN - 21)

*The Board recessed at 10:28 a.m. and reconvened at 10:40 a.m.*

**PRESENTATIONS:**

**A. PRESENTATION ON SAN DIEGO INTERNATIONAL AIRPORT'S GOOD TRAVELER CARBON OFFSET PILOT PROGRAM:**

Paul Manasjan, Director, Environmental Affairs, and Steve Statler, Cause Based Solutions Inc., provided a presentation on the Airport's Good Traveler Carbon Offset Pilot Program, which included Project Goals, San Diego County Regional Airport Authority Strategy Summary, Strategy Overview, Survey, Making Carbon Offsets Physical, Engaging Local Stakeholders, RFI Qualitative Assessment, Launch, and Phase 3 – Development.

Board Member Cox expressed concern that it will be hard to sell the program because the support projects are not in San Diego. He stated that it would be more effective with local projects.

In response to Board Member Cox regarding looking at the marketability of this program to the local region, Mr. Manasjan stated that staff has had discussions with local non-profits for future projects.

In response to Board Member Hubbs regarding what are the costs to administer the project versus what funds will go to the projects, Mr. Manasjan stated that the Authority is in the process of purchasing \$10,000 in offset credits that shows the Authority's commitment to offsetting. Mr. Statler further stated that a Request for Proposal will be issued, to determine the most efficient way to direct the funds to achieve the most value in terms of environmental impact.

**B. PRESENTATION ON AIRPORT DEVELOPMENT PLAN ALTERNATIVE 5:**

Jeffrey Woodson, Vice President, Development, and Keith Wilschetz, Director, Airport Planning & Noise Mitigation provided a presentation on the Airport Development Plan Alternative 5, which included Public/Stakeholder Outreach, Current Terminal Alternatives, Ultimate Configuration (PAL 14), Interim Configuration (PAL 12), Enabling Construction Projects, (Phase 1) Terminal Construction, (Phase 2) Runway Reconstruction, (Phase 3) Initial Full Occupancy, (Phase 4) T2-East Replacement, (Phase 5) Ultimate Configuration, Benefits of Alternative 5, Rough Order of Magnitude Preliminary Costs, Airport Development Plan Workflow, and Next Steps.

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

**STANDING BOARD COMMITTEES**

- **AUDIT COMMITTEE:** None.

- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**  
Board Member Hubbs announced that the next Committee meeting is scheduled on July 16, 2015 at 9:00 a.m.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**  
Chair Gleason announced that the items heard at the June 17, 2015 Committee meeting will be placed on the July Board agenda for Board action. He also announced that the next Committee meeting is scheduled on August 19, 2015.
- **FINANCE COMMITTEE:** None.

### **ADVISORY COMMITTEES**

- **AUTHORITY ADVISORY COMMITTEE:**  
Board Member Robinson reported that the Committee met on June 19, 2015, and received an update on the Airport Development Plan, Parking Plaza, Proposed Cargo Facility on the Northside, and the 12kV project.
- **ART ADVISORY COMMITTEE:**  
Chair Gleason reported that the 2016 temporary installations, "Point of Entry" request for proposals is due on August 7, 2015. He also reported that public outreach is ongoing regarding the Rental Car Center third art opportunity. He reported that the request for proposal for the Palm Street Park project has been released and closes on July 31, 2015. He also reported that the Art Advisory Committee's recommended artist team for the Public Plaza public art opportunity will be placed on a future Board agenda for Board approval.

### **LIAISONS**

- **AIRPORT LAND USE COMPATIBILITY PLAN FOR SAN DIEGO INTERNATIONAL AIRPORT:**  
Board Member Janney reported that on June 1, 2015, Authority staff provided a briefing on the Imperial Beach Airport Land Use Compatibility Plan (ALUCP) to the Imperial Beach Mayor, City Manager, and other City staff. He also reported that Authority staff presented the Imperial Beach plan to the Coronado Cays Board on June 4, 2015. He reported that a public meeting is being scheduled on July 21, 2015 at the Tijuana Estuary Park regarding the Imperial Beach ALUCP.
- **CALTRANS:** None.

- **INTER-GOVERNMENTAL AFFAIRS:**  
Board Member Cox reported that on June 22<sup>nd</sup>, Coast Guard Vice Admiral Peter Neffenger was confirmed as the new Administrator of the Transportation Security Administration. He reported that on June 24<sup>th</sup>, Governor Brown signed the new state budget into law, approving \$167.6 billion in spending for Fiscal Year 2015-2016, and that the Governor has also called for a special legislative session to consider transportation infrastructure funding. He reported that on June 1<sup>st</sup>, Authority staff provided Imperial Beach Mayor Serge Dedina with an Airport Land Use Compatibility Plan (ALUCP) briefing, and that ALUCP briefings were also provided for Senator Dianne Feinstein's staff on June 10<sup>th</sup>, and for Senator Barbara Boxer's staff on June 11<sup>th</sup>. He reported that the Airport Authority Advisory Committee met on June 19<sup>th</sup> to receive updates from staff and discuss several airport projects. He reported that on June 22<sup>nd</sup>, staff provided an Airport Development Plan update to San Diego Councilmember Lorie Zapf, and on June 23<sup>rd</sup>, staff provided an Airport Development Plan update to Senator Ben Hueso. He also reported that Authority staff will provide Airport Development Plan updates to Congressman Scott Peters' staff on June 29<sup>th</sup> and to Mayor Kevin Faulconer's staff on July 1<sup>st</sup>.
- **MILITARY AFFAIRS:** None.
- **PORT:** None.
- **WORLD TRADE CENTER:**  
Chair Gleason reported that legal staff is moving forward with the Letter of Intent with the San Diego Unified Port District and the City of San Diego regarding World Trade Center San Diego.

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

- **SANDAG TRANSPORTATION COMMITTEE:**  
Board Member Alvarez reported that at its June 5<sup>th</sup> meeting, the Committee met to discuss a partial dedicated bike lane plan along the most congested sections of University Avenue.

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

Chair Gleason noted the Chamber of Commerce One Vision, One Voice event in Washington, DC on September 27-30, 2015, and the ACI North America Conference in Long Beach, CA on October 4-7, 2015, and he encouraged Board Member feedback regarding the conferences they would like to attend.

**PRESIDENT/CEO'S REPORT:**

Angela Shafer-Payne, Vice President, Operations, reported on the Rental Car Center (RCC) topping off ceremony on June 16<sup>th</sup>, and that on June 15<sup>th</sup>, the RCC completed its first milestone with turnover of tenant shell space to the rental car companies to begin construction on their tenant improvements. She reported that on June 4<sup>th</sup>, the Commuter Terminal Operations of American, United, and Seaport Airlines were successfully relocated to Terminals 1 and 2, and that the food and beverage and retail concessionaires have been granted a 90-day temporary suspension of their commuter terminal operations while the Authority works on future plans for their operations. She reported that staff will be providing the Board an update regarding the Federal Aviation Administration's (FAA) Southern California Metroplex Project. She reported that the Terminal 2 Parking Plaza project will be presented before the Coastal Commission at its August meeting, and that the Authority has been named "Sustainability Champion of the Year" by the North San Diego Business Chamber in recognition of its ongoing sustainability efforts. She also reported that the Airport recently passed its annual inspection by the FAA with no violations.

Chair Gleason requested that staff keep the Board informed regarding the negotiations with concessionaires associated with the Commuter Terminal relocations.

**CONSENT AGENDA (Items 1-13):**

**ACTION: Moved by Board Member Robinson and seconded by Board Member Cox to approve the Consent Agenda. Motion carried by the following vote: YES – Alvarez, Cox, Gleason, Hubbs, Janney, Robinson, Sessom; NO – None; ABSENT – Boling, Desmond. (Weighted Vote Points: YES – 75; NO – 0; ABSENT – 25)**

1. **APPROVAL OF MINUTES:**  
RECOMMENDATION: Approve the minutes of the May 11, 2015, special meeting and May 21, 2015, regular meeting.
  
2. **ACCEPTANCE OF BOARD AND COMMITTEE MEMBERS WRITTEN REPORTS ON THEIR ATTENDANCE AT APPROVED MEETINGS AND PRE-APPROVAL OF ATTENDANCE AT OTHER MEETINGS NOT COVERED BY THE CURRENT RESOLUTION:**  
RECOMMENDATION: Accept the reports and pre-approve Board member attendance at other meetings, trainings and events not covered by the current resolution.
  
3. **AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM APRIL 27, 2015 THROUGH MAY 31, 2015, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM APRIL 27, 2015 THROUGH MAY 31, 2015:**  
RECOMMENDATION: Receive the report.

4. **JUNE 2015 LEGISLATIVE REPORT:**  
RECOMMENDATION: Adopt Resolution No. 2015-0055, approving the June 2015 Legislative Report.
5. **APPOINTMENT OF PUBLIC MEMBER TO THE AUDIT COMMITTEE:**  
RECOMMENDATION: Adopt Resolution No. 2015-0056, appointing Jack Van Sambeek as a public member to the Audit Committee.
6. **DISPOSITION OF SURPLUS PROPERTY:**  
RECOMMENDATION: Adopt Resolution No. 2015-0058, 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 and disposing of unwanted items as scrap.
7. **AMEND AUTHORITY POLICY 9.10 PROMULGATING A FORMAL POLICY OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY FOR THE SALE OF ADVERTISING SPACE:**  
RECOMMENDATION: Adopt Resolution No. 2015-0059, amending Authority Policy 9.10 promulgating a formal policy for the sale of advertising space at San Diego International Airport.

#### **CLAIMS**

#### **COMMITTEE RECOMMENDATIONS**

#### **CONTRACTS AND AGREEMENTS**

8. **AWARD A CONTRACT TO HAZARD CONSTRUCTION FOR AIR FREIGHT BUILDING PAVEMENT REHABILITATION AT SAN DIEGO INTERNATIONAL AIRPORT:**  
RECOMMENDATION: Adopt Resolution No. 2015-0060, awarding a contract to Hazard Construction Company, in the amount of \$249,908, for Project No. 104195, Air Freight Building Pavement Rehabilitation at San Diego International Airport.
9. **APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A PUBLIC IMPROVEMENT MAINTENANCE AGREEMENT WITH THE CITY OF SAN DIEGO:**  
RECOMMENDATION: Adopt Resolution No. 2015-0061, approving and authorizing the President/CEO to negotiate and execute a Public Improvement Maintenance Agreement with the City of San Diego for the airport noise monitoring sites.

**10. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A LICENSE AGREEMENT FOR MAINTENANCE AND INDEMNITY REGARDING LANDSCAPE IMPROVEMENTS WITH LIBERTY STATION COMMUNITY ASSOCIATION:**

RECOMMENDATION: Adopt Resolution No. 2015-0062, approving and authorizing the President/CEO to negotiate and execute a License Agreement for Maintenance and Indemnity regarding landscape improvements with Liberty Station Community Association for real property located at 2722 and 2724 Truxtun Road.

**11. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE PUBLIC ART AGREEMENT WITH UEBERALL INTERNATIONAL, LLC FOR RENTAL CAR CENTER PUBLIC ART PROJECT:**

RECOMMENDATION: Adopt Resolution No. 2015-0063, approving and authorizing the President/CEO to execute a First Amendment to the Public Art Agreement with Ueberall International, LLC to extend the term for an additional eight (8) months resulting in a termination date of January 31, 2017.

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

**12. AWARD A CONTRACT TO S&L SPECIALTY CONTRACTING, INC. FOR QUIETER HOME PROGRAM PHASE 8, GROUP 7, PROJECT NO. 380807 (34 HISTORIC AND NON-HISTORIC SINGLE AND MULTI-FAMILY UNITS ON 17 RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE AIRPORT):**

RECOMMENDATION: Adopt Resolution No. 2015-0064, awarding a contract to S&L Specialty Contracting, Inc., in the amount of \$1,719,450, for Phase 8, Group 7, Project No. 380807, of the San Diego County Regional Airport Authority's ("Authority's") Quieter Home Program.

**13. AWARD A CONTRACT TO GRANITE CONSTRUCTION COMPANY FOR EMPLOYEE LOT 6 EXPANSION AT SAN DIEGO INTERNATIONAL AIRPORT:**

RECOMMENDATION: Adopt Resolution No. 2015-0065, awarding a contract to Granite Construction Company in the amount of \$3,369,565, for Project No. 104185, Employee Lot 6 Expansion at San Diego International Airport.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:** None.

*The Board recessed at 11:42 a.m. and reconvened at 11:45 a.m.*

**CLOSED SESSION:** The Board recessed into Closed Session at 11:46 a.m. to discuss Items 16 and 22.

- 14. 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: Scott Brickner, Finance & Asset Management, Vice President/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.
- 15. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Diego Concession Group, Inc. v. San Diego County Regional Airport Authority,  
San Diego Superior Court Case No. 37-2012-00088083-CU-BT-CTL
- 16. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
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
- 17. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code § 54956.9(a) and (d)(1).)  
Donna Wilson; John Wilson v. San Diego Port Authority; San Diego International Airport; San Diego County Regional Airport Authority  
San Diego Superior Court Case No. 37-2014-00015326-CU-PO-CTL (Meyer)
- 19. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:**  
(Cal. Gov. Code §54956.9(a) and (d)(1).)  
Joan M. Ward v. San Diego County Regional Airport Authority, et al  
San Diego Superior Court Case No. 37-2014-00022181-CU-WT-CTL
- 20. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION AND EXISTING LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9(a) and 54956.9(b).)  
Jay A. Bass, et al v. San Diego City Employees' Retirement System, et al.,  
San Diego Superior Court Case No. 37-2013-00077566-CU-OE-CTL
- 21. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Significant exposure to litigation pursuant to Cal. Gov. Code §§ 54956.9 (b) and 54954.5.)  
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.  
Number of potential cases: 1

- 22. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
(Initiation of litigation pursuant to Cal. Government Code § 54956.9(d).)  
Number of cases: 3

**REPORT ON CLOSED SESSION:** The Board reconvened at 12:18 p.m. There was no reportable action.

**NON-AGENDA PUBLIC COMMENT:** None

**GENERAL COUNSEL REPORT:** None

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

**BOARD COMMENT:**

**ADJOURNMENT:** The meeting was adjourned at 12:19 p.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 23<sup>rd</sup> DAY OF JULY, 2015.

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

00001-11



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

Item No.  
**2**

Meeting Date: **JULY 23, 2015**

**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 2015 Budget.

000002

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

- A. This Board action is not a project that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended. 14 Cal. Code Regs. Section 15378. This Board action is not a "project" subject to CEQA. Pub. Res. Code Section 21065.
  
- B. California Coastal Act Review: This Board action is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

**Application of Inclusionary Policies:**

Not applicable.

**Prepared by:**

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

**DAVID ALVAREZ**

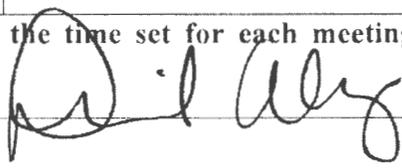
SDCRAA  
 JUN 29 2015  
 Corporate & Information Governance

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: June 2015

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		June 26, 2015
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: June 5, 2015 Time: 9:00 AM Location: 401 B Street	SANDAG Transportation Committee
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: June 15, 2015 Time: 9:00 AM Location: SDCRAA	Finance Committee
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: June 17, 2015 Time: 9:00 AM Location: SDCRAA	Executive Personnel & Compensation Committee
<input checked="" type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: June 25, 2015 Time: 9:00 AM Location: SDCRAA	Board Committee
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act Pre-approved Res. 2009-0149R	Date: Time: Location:	
<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: 

**GREG COX**

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

Period Covered: JUNE 1-30, 2015



**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		JUNE, 2015
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>JUNE 15, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>EXECUTIVE / FINANCE COMMITTEE</u> <u>SPECIAL BOARD MEETING</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>JUNE 17, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>EXECUTIVE PERSONNEL &amp;</u> <u>COMPENSATION COMMITTEE</u> <u>MEETING</u>
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>JUNE 25, 2015</u> Time: <u>9:00am</u> Location: <u>SDIA</u>	<u>BOARD / ALUC COMMITTEE</u> <u>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:	

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

Signature: Greg Cox

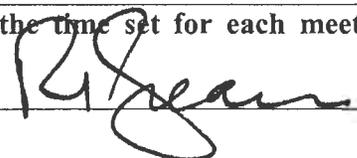
**ROBERT GLEASON**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: JUNE 2015

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<b>BOARD MEMBER NAME: (Please print)</b>		<b>DATE OF THIS REPORT:</b>
ROBERT H. GLEASON		July 8, 2015
<b>TYPE OF MEETING</b>	<b>DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING</b>	<b>SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING</b>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: June 3, 2015 Time: 9:00 am Location: SDCRAA offices	Art Advisory Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: June 15, 2015 Time: 9:00 am Location: SDCRAA offices	Executive / Finance Committee meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: June 16, 2015 Time: 11:00 am Location: Rental Car Center	RCC Topping Off Beam Signing Ceremony; spoke on behalf of the Airport Authority
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: June 17, 2015 Time: 9:00 am Location: SDCRAA offices	Executive Personnel and Compensation Committee meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: June 25, 2015 Time: 9:00 am Location: SDCRAA offices	ALUC / Board meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2009-0149R	Date: June 29, 2015 Time: 9:00 am Location: Port offices	Port-Airport Leaders meeting with Chairman of the Port Commission
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: 

**LLOYD HUBBS**

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

Period Covered: June 2015

SDCRAA  
 JUN 25 2015  
 Corporate & Information Governance

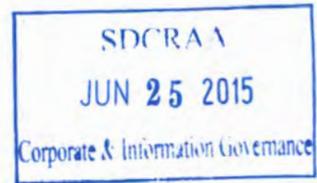
**Directions:** This Form permits Board Members to report their attendance at meetings, events, and training that qualify for "day of service" compensation pursuant to Cal. Pub. Util. Code §170017, Board Policy 1.10 and Board Resolution 2009-0007. Unless attending a meeting held pursuant to the Brown 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:
LLOYD HUBBS		6-25-15
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: 6-5-15 Time: 9:00 Location: SANDAG	SANDAG TRANSP.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6-15-15 Time: 9:00 Location: AUTH. Bd.	Executive Comm.
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6-17-15 Time: 9:00 Location: AUTH. Bd.	EXEC. Personnel
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6-19-15 Time: 9:00 Location: SANDAG	TRANS. COMM
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: 6-25-15 Time: 9:00 Location: AUTH. Bd.	<del>SANDAG</del> Board Mtg.
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: Time: Location:	

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

Signature: Lloyd Hubbs

**JIM JANNEY**



**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY**  
**Board Member Event/Meeting/Training Report Summary**  
 Period Covered: June 2015

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BOARD MEMBER NAME: (Please print)		DATE OF THIS REPORT
Jim Jamney		25 Jun 2015
TYPE OF MEETING	DATE/TIME/LOCATION OF EVENT/MEETING/TRAINING	SUMMARY AND DESCRIPTION OF THE EVENT/MEETING/TRAINING
Brown Act Pre-approved Res. 2009-0149R	Date: Jun 15 Time: 0900 Location: SDCRAA <sup>2</sup>	Finance Comm.
Brown Act Pre-approved Res. 2009-0149R	Date: Jun 17 Time: 0400 Location: SDCRAA	Exec & Personnel Comp Comm. HLC
Brown Act Pre-approved Res. 2009-0149R	Date: Jun 25 Time: 0900 Location: SDCRAA	Board / ALUC
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:

**PAUL ROBINSON**

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

Period Covered: 6/30/15

**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 E. Robinson		
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: <u>6/15/15</u> Time: <u>8:00 a.m. - 10:00 a.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>Exec / Finance Comm Mtgs</u>
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>6/19/15</u> Time: <u>10:00 a.m. - 12:00 p.m.</u> Location: <u>Commuter Terminals</u>	<u>Airport Advisory Comm Mtg</u>
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>6/23/15</u> Time: <u>9:00 - 12:00 p.m.</u> Location: <u>SDCRAA Bd Rm</u>	<u>SDCRAA Bd / ALUC Mtgs</u>
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2009-0149R	Date: <u>6/24/15</u> Time: <u>9:10 a.m. - 10:15 a.m.</u> Location: <u>Port of SD</u>	<u>Mtg at Port Chair</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:	

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

Signature: 



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

**Item No.  
3**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Awarded Contracts, Approved Change Orders from June 1, 2015 through June 28, 2015 and Real Property Agreements Granted and Accepted from June 1, 2015 through June 28, 2015**

**Recommendation:**

Receive the report.

**Background/Justification:**

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

**Fiscal Impact:**

The fiscal impact of these contracts and change orders are reflected in the individual program budget for the execution year and on the next fiscal year budget submission. Amount to vary depending upon the following factors:

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

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

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

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**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

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

**Prepared by:**

JANA VARGAS  
DIRECTOR, PROCUREMENT

**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 1, 2015 - June 28, 2015**



**New Contracts**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
06/02/15	NA	Passur Aerospace, Inc.	The Contractor will provide real-time data flight tracking feed into the Authority's Airport Noise and Operation Monitoring System (ANOMS) and web-based flight data system called <i>Portal</i> . The data-feed is proprietary to Passur Aerospace, Inc. and it is essential to contract directly with Passur for this data-feed and associated maintenance support service.	Sole Source	K. Wilschetz	\$87,258.00	05/14/18
06/03/15	NA	J.A. Watts, Inc.	The Contractor will provide consulting services in support of airport development planning and airline negotiations at San Diego International Airport.	Informal RFP	T. Leech	\$48,000.00	04/30/16
06/12/15	NA	Campbell-Hill Aviation Group, Inc.	The Contractor will provide consulting services in support of air service development for San Diego County Regional Airport Authority.	RFP	H. Brown	\$7,500,000.00	06/14/18
06/18/15	NA	Sharp Electronics Corporation	The Contractor will provide services to upgrade audio/visual equipment located in the Emergency Operations Center (EOC) at San Diego County Regional Airport Authority.	Informal RFP	C. Condon	\$18,000.00	09/10/15



**New Contracts Approved by the Board**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
5/28/15	104181	Granite Construction Company	This contract was approved by the Board at the April 23, 2015 Board Meeting. The Contractor will construct the Rental Car Center (RCC) Bus Parking Facility at San Diego International Airport.	RFB	I. Ghaemi	\$5,513,027.00	11/14/15
6/22/18	NA	Haley & Aldrich	This contract was approved by the Board at the May 21, 2015 Board Meeting. The Contractor will provide on-call professional environmental program management consulting services for San Diego County Regional Airport Authority.	RFP	P. Manasjan	\$4,750,000.00	06/14/18

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**Attachment "A"**

**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN June 1, 2015 - June 28, 2015**



**Amendments and Change Orders**

<b>Date Signed</b>	<b>CIP #</b>	<b>Company</b>	<b>Description of Change</b>	<b>Owner</b>	<b>Previous Contract Amount</b>	<b>Change Order Value (+ / -)</b>	<b>Change Order Value ( % ) (+ / -)</b>	<b>New Contract Value</b>	<b>New End Date</b>
06/01/15	NA	URS Corporation dba URS Corporation Americas	The Second Amendment revises Attachment B- Hourly Rates and adds AECOM Technical Services, Inc. as a sub-consultant for on-call technical airport planning consulting services. There is no increase in compensation.	A. Jamison	\$500,000.00	\$0.00	0%	\$500,000.00	2/6/2017
06/09/15	NA	Notevault, Inc.	The First Amendment extends the term of the contract by ninety days and increases the maximum amount payable by \$5,600 for voice-based mobile recording system (VBMR system) services for the Quieter Home Program.	S. Knack	\$60,000.00	\$5,600.00	9%	\$65,600.00	7/30/2015
06/22/15	NA	Sharp Electronics Corporation	The First Amendment increases the maximum amount payable by \$49,245.65 to upgrade the audio/visual system for the Board Room at San Diego County Regional Airport Authority.	T. Russell	\$45,000.00	\$49,245.65	109%	\$94,245.65	11/13/2015



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

06/15/15	NA	Oracle America, Inc.	The First Amendment was approved by the Board at the April 23, 2015 Board Meeting. The First Amendment extends the term of the contract by five years and increases the maximum amount of compensation by \$750,000 for continued maintenance and technical support services for the Authority's JD Edwards EnterpriseOne system.	R. Belliotti	\$875,000.00	\$750,000.00	86%	\$1,625,000.00	6/29/2020
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**Attachment "B"**

**REAL PROPERTY AGREEMENTS EXECUTED FROM JUNE 1, 2015 TO JUNE 28, 2015**



**Real Property Agreements**

Begin/End Dates	Authority Doc. #	Tenant/Company	Agreement Type	Property Location	Use	Property Area (s.f)	Consideration	Comments
10.27.2015-10.27.2015	LE-0859	UNIVERSITY OF CALIFORNIA, SAN DIEGO/Artpower1	Right of Entry	SDIA	Organize, administer and provide a performance for the ArtPower1 program	West end of Terminal 2 ticketing hall	\$2,550 fee	N/A
6.1.15 to 9.30.15	LE-0845	San Diego Unified Port District	Right of Entry	Port Property	Improvements to Palm and Pacific Hwy intersection	1,000 SF	\$500 fee	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
6/1/2015	LE-0563	Certified Folder Display Service Inc.	Second Amendment to Brochure Rack Concession Agreement	Arrival areas in Terminals 1 and 2	Brochure rack advertising concession	N/A	The greater of Minimum Annual Guarantee or 25% of Gross Revenue	Amendment to remove the Brochure Rack Advertising Concession in the Commuter Terminal and memorialize the brochure rack locations that have changed.

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

Item No.  
**4**

Meeting Date: **JULY 23, 2015**

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**Subject:**

**July 2015 Legislative Report**

**Recommendation:**

Adopt Resolution No. 2015-0068, approving the July 2015 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 July 2015 Legislative Report updates Board members on legislative activities that have taken place during the month of June. The Authority Board provides 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 an OPPOSE position on SB 272 (Hertzberg). This bill would amend the California Public Records Act to require state and local government agencies to compile a catalog of information technology (IT) software applications and computer systems used by agencies and publish that information on the agency's internet website. Mandating the creation and maintenance of a public registry of IT software programs could pose a significant security threat to the Authority and the airport.

**Federal Legislative Action**

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2750 (Katko), the Improved Security Vetting for Aviation Workers Act of 2015. This bill would codify the recommendations issued by the DHS Inspector General relating particularly to the vetting and badging of airport employees.

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2843 (Katko), the TSA Pre-Check Expansion Act. This bill would improve marketing efforts for the TSA Pre-Check Program.

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2127 (Thompson), the Securing Expedited Screening Act. This bill would "[require] TSA to suspend its programs that grant expedited Pre-Check screening to travelers who have not gone through a background check, unless the agency can prove security effectiveness of such methods."

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**Page 2 of 2**

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2770 (Rice), the Keeping Our Travelers Safe and Secure Act. This bill will codify recent findings by the DHS Inspector General to require maintenance of security-related screening technology at airports.

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2776 (Cohen), the Carry-On Freedom Act of 2015. This bill directs the Secretary of Transportation to issue regulations that prevent airlines from limiting the size of carry-on luggage.

The Authority's legislative team recommends that the Board adopt a WATCH position on H.R. 2530 (Duckworth), the Friendly Airports for Mothers Act of 2015. This bill requires mid- and large-sized airports to install lactation areas in airport terminals.

**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. 2015-0068

A RESOLUTION OF THE BOARD OF THE SAN  
DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
APPROVING THE JULY 2015 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 provides direction to Authority staff on pending legislation; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the July 2015 Legislative Report (Attachment A); and

BE IT FURTHER RESOLVED that the Board finds that this action is not a "project" as defined by the California Environmental Quality Act ("CEQA") (California Public Resources Code § 21065); and 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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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TONY RUSSELL  
DIRECTOR, CORPORATE  
& INFORMATION GOVERNANCE/  
AUTHORITY CLERK

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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July 2015 Legislative Report

State Legislation

**Legislation/Topic**

**SB 272 (Hertzberg) – The California Public Records Act: local agencies: inventory**

**Background/Summary**

This bill would amend the California Public Records Act to require state and local government agencies to compile a catalog of information technology software applications and computer systems used by agencies and publish that information on the agency's internet website.

**Anticipated Impact/Discussion**

If enacted, this bill would require the Authority to create and make public a catalog of—among other things—names and descriptions of information technology (IT) programs utilized by the Authority, program vendors, the department that serves as the custodian of respective data records, and how frequently system data is collected and updated. The public identification of specific IT programs and data maintenance schedule may provide a “checklist” that could expose the Authority's IT system to external security threats, both cyber and physical.

**Status:** 5/7/15 – Approved by Senate on a vote of 37-0  
6/30/15 – Approved by Assembly Committee on the Judiciary on a vote of 10-0 and referred to Assembly Committee on Local Government

**Position:** Oppose

**Legislation/Topic**

**AB 1422 (Cooper) – Transportation Network Companies**

**Background/Summary**

This bill would require a transportation network company (TNC) to participate in the California Department of Motor Vehicles pull-notice system. Participation in the pull-notice system would allow TNCs to regularly check the driving records of a participating driver regardless of whether the driver is an employee or an independent contractor of the TNC.

**Anticipated Impact/Discussion**

This bill could provide an additional level of public safety for customers opting to use TNC vehicles operating at San Diego International Airport.

**Status:** 6/2/15 – Approved by Assembly and referred to the Senate Committee on Energy, Utilities and Communications and the Senate Committee on Transportation and Housing.

**Position:** Support (5/21/15)

**Legislation/Topic**

**AB 1347 (Chiu) – Public contracts: claims**

**Background/Summary**

This bill would establish, for contracts entered into on or after January 1, 2016, a new claim resolution process applicable to claims by contractors performing public works projects. The bill would define a claim as a separate demand by the contractor for either: a time extension for relief from damages or penalties for delay, payment of money or damages arising from work done pursuant to the contract for public work, or payment of an amount disputed by the public entity. The bill would require a public agency to respond to a claim within thirty days. Under the bill, public entities could be subject to non-binding mediation for disputed claims by contractors and subcontractors.

**Anticipated Impact/Discussion**

The enactment of this bill is expected to have a negative impact on the Authority's contracting process and create additional opportunities for delay, conflict, and additional costs.

**Status:** 6/3/15 – Approved by Assembly on a vote of 76-0  
7/2/15 – Approved by Senate Committee on the Judiciary by a vote of 7-0 and referred to the Senate Committee on Appropriations

**Position:** Oppose (4/23/15)

**Legislation/Topic**

**AB 24 (Nazarian) – Transportation Network Companies: public safety**

**Background/Summary**

This bill would have prohibited the commission from issuing or renewing a permit or certificate to a charter-party carrier, unless the applicant participates in the Department of Motor Vehicles pull-notice system. This bill would have also required TNCs to provide for a mandatory controlled substance and alcohol testing certification program and require TNCs to display an identifying symbol on their vehicles.

**Anticipated Impact/Discussion**

Transportation network carriers (TNC) are of significant interest to the Authority as staff continues to work with TNCs to implement a permitting process at San Diego International Airport.

**Status:** 5/28/15 – No further action will be taken on this bill during the 2015 session.

**Position:** Support If Amended (4/23/15)

**Legislation/Topic**

**AB 61 (Allen) – Shuttle Services: loading and unloading of passengers**

**Background/Summary**

This bill would have allowed local authorities to permit shuttle service vehicles, to stop for the loading or unloading of passengers alongside curb spaces designated for transit system buses upon agreement between the transit system and a shuttle service provider.

**Anticipated Impact/Discussion**

This bill was monitored by the Authority’s legislative team for any potential impact to the shuttle and transit operations at San Diego International Airport.

**Status:** 5/4/15 – No further action will be taken on this bill during the 2015 session.

**Position:** Watch (1/15/15)

**Legislation/Topic**

**AB 62 (Allen) – Charter-party carriers of passengers**

**Background/Summary**

The Passenger Charter-Party Carriers Act provides for the regulation by the Public Utilities Commission of motor carriers operating as charter-party carriers of passengers. This spot bill would have made non-substantive changes to these provisions.

**Anticipated Impact/Discussion**

This bill was monitored by the Authority’s legislative team for any potential impact to charter-party carrier operations at San Diego International Airport.

**Status:** 12/12/14 – Introduced. No further action will be taken on this bill during the 2015 session.

**Position:** Watch (1/15/15)

**Legislation/Topic**

## **AB 341 (Achadjian) – Financial Affairs: reports**

### **Background/Summary**

Existing law requires the officer of each local agency, who has the charge of the financial records of the local agency to furnish to the Controller a report of all the financial transactions of the local agency during the next preceding fiscal year within 90 days of the close of each fiscal year, or within 110 days if the report is furnished in an electronic format. This bill would require the report to the Controller to contain underlying data from audited financial statements, as specified, if this data is unavailable. This bill would also extend the amount of time in which the report is required to be furnished to the Controller from 90 days to seven months. AB 341 would also require information regarding the annual compensation of a local agency's elected officials, officers, and employees to be submitted to the Controller.

### **Anticipated Impact/Discussion**

Authority staff will be required to comply with these new reporting requirements.

**Status:** 7/2/15 – Signed into law by the Governor

**Position:** Watch (3/19/15)

### **Legislation/Topic**

## **AB 360 (Melendez) – Airports Evaluation**

### **Background/Summary**

The State Aeronautics Act authorizes the Department of Transportation (DOT) to evaluate the need for airports in California, previously owned and operated by the United States in the state's public-use airport system. The act requires DOT before finalizing the evaluation, to submit a copy of its report to the California Transportation Commission (CTC) for review and comment. As amended, this bill would extend from 45 to 50 days the amount of time the CTC has to review and comment on the report.

### **Anticipated Impact/Discussion**

The amended version of this bill was not expected to have any direct impact to San Diego international Airport. However, staff will monitor it to determine what, if any, impacts this bill could have had on the Southern California and national aviation systems.

**Status:** 3/26/15 – Referred to Assembly Committee on Transportation. No further action will be taken on this bill during the 2015 session.

**Position:** Watch (5/21/15)

**Legislation/Topic**

**AB 451 (Bonilla) – Private Parking Facilities**

**Background/Summary**

This bill would authorize a city or a county to allow the operators of private off-street parking facilities to regulate unauthorized parking in their facilities. The bill would also require such operators to include in a parking fee invoice instructions describing the process to contest the parking fee invoice.

**Anticipated Impact/Discussion**

This bill is being monitored by the Authority's legislative team for any potential impact to our current or future parking operations at San Diego International Airport.

**Status:** 4/16/15 – Approved by the Assembly on a vote of 79-0  
7/6/15 – Approved by the Senate on a vote of 39-0; In Assembly.  
Concurrence in Senate amendments pending.

**Position:** Watch (3/19/15)

**Legislation/Topic**

**AB 729 (Atkins) – San Diego Unified Port District: land held in trust**

**Background/Summary**

This bill would make non-substantive changes to the San Diego Unified Port District Act pertaining to the territory held in trust by the Port District.

**Anticipated Impact/Discussion**

The Authority's legislative team will continue to closely monitor this legislation as detailed text is developed by the author to determine if it will have any impact on San Diego International Airport or the Authority.

**Status:** 2/25/15 – Introduced in Assembly. No further action will be taken on this bill during the 2015 session.

**Position:** Watch (3/19/15)

**Legislation/Topic**

**AB 764 (Quirk) – Commercial parking lots: design insurance discount**

**Background/Summary**

This bill would require the California State Building Standards Commission in collaboration with the State Architect and the State Fire Marshall to consider building standards at each model review, that require the installation of vehicle barriers in the

design of any new building. The bill would also authorize insurers to consider the installation of vehicle barriers on commercial property parking lots as a safety measure.

**Anticipated Impact/Discussion**

The authorization of insurers to consider the installation of bollards as a safety measure may create an opportunity for reduced insurance rates for property owners. This bill will be monitored by staff for any potential opportunities at San Diego International Airport.

**Status:** 5/14/15 – Approved by Assembly on a vote of 78-0  
7/8/15 – Approved by Committee on Insurance and referred to Senate  
Committee of Appropriations

**Position:** Watch (3/19/15)

**Legislation/Topic**

**AB 828 (Low) – Vehicles: transportation network companies**

**Background/Summary**

This bill would exclude from the definition of “commercial vehicle” for purposes of the California Vehicle Code, any motor vehicle operated in connection with a transportation network company if specified conditions are satisfied.

**Anticipated Impact/Discussion**

This bill is not expected to impact ground transportation operations at San Diego International Airport.

**Status:** 5/4/15 – Approved by Assembly on a vote of 71-1 and referred to Senate  
Committee on Transportation and Housing

**Position:** Watch (4/23/15)

**Legislation/Topic**

**AB 863 (Dodd) – Modified limousines: passenger safety**

**Background/Summary**

This bill would require as of January 1, 2017, any person operating a modified limousine that is modified prior to July 1, 2015, to ensure that the vehicle is equipped with at least one or two rear side doors and one or two rear windows that the rear seat passengers or all passengers of the vehicle may open from the inside in case of fire or other emergency.

**Anticipated Impact/Discussion**

The impetus for this bill is a public safety issue related to a fatal incident in San Francisco. This bill is being monitored by the Authority's legislative team for any potential impact to ground transportation operations at San Diego International Airport.

**Status:** 4/16/15 - Approved by Assembly on a vote of 77-0  
7/8/15 – Ordered to second reading in Senate

**Position:** Watch (4/23/15)

**Legislation/Topic**

**AB 1015 (Bloom) – Parking: car share vehicles**

**Background/Summary**

This bill would authorize a local authority to, by ordinance or resolution, designate certain streets or portions of streets for the non-exclusive parking privilege of motor vehicles participating in a car share program or ridesharing program.

**Anticipated Impact/Discussion**

This bill is not expected to impact operations at San Diego International Airport.

**Status:** 7/2/15 – Signed into law by the Governor

**Position:** Watch (4/23/15)

**Legislation/Topic**

**AB 1360 (Ting) – Charter-party carriers of passengers: individual fare exemption**

**Background/Summary**

This bill would allow TNCs and charter-party carriers of passengers to charge fares based on vehicle mileage or time of use basis, rather than on an individual-fare basis in certain situations. This would occur for rides among multiple passengers who share the ride in whole or in part, provided that the fare for each passenger is less than the fare that would be charged to a single passenger travelling alone.

**Anticipated Impact/Discussion**

This bill is not expected to impact ground transportation operations at San Diego International Airport.

**Status:** 5/22/15- Approved by Assembly on a vote of 73-0

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7/1/15 – Approved by Senate Committee on Transportation and Housing on a vote of 11-0 and referred to Committee on Energy, Utilities and Communications

**Position:** Watch (4/23/15)

**Legislation/Topic**

**SB 44 (Roth) – State Aeronautics Act**

**Background/Summary**

The State Aeronautics Act governs various matters relative to aviation within the state of California. This spot bill would make a non-substantive change to a provision within the act.

**Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport as detailed bill language is developed by the author.

**Status:** 1/15/15 – Referred to Senate Committee on Rules. No further action will be taken on this bill during the 2015 session.

**Position:** Watch (1/15/15)

**Legislation/Topic**

**SB 330 (Mendoza) – Public officers: contracts and financial interest**

**Background/Summary**

This bill would, beginning on Jan. 1, 2017, expand current prohibitions on elected members of a state or local body, board, or commission from having a financial interest in contract decisions in which they are involved. The expansion proposed in SB 330 would prohibit the spouses, children, parents and siblings of the elected members from having a financial interest in such contract decisions.

**Anticipated Impact/Discussion**

This bill will be monitored by staff to determine any potential impact to the Airport Authority.

**Status:** 6/2/15 – Approved by Senate on a vote of 40-0  
7/7/15 – Read second time and re-referred to Assembly Committee on Elections and Redistricting

**Position:** Watch (4/23/15)

**Legislation/Topic**

## **SB 541 (Hill) – Public Utilities Commission: transportation companies**

### **Background/Summary**

This bill would require the Public Utilities Commission (PUC) to undertake several actions to ensure compliance with the Household Goods Carriers Act and the Passenger Charter-party Carriers Act. The bill would also require the PUC to provide the State Legislature with a report on their capabilities to carry out activities specified in SB 541 by January 1, 2017.

### **Anticipated Impact/Discussion**

This bill will be monitored by the Authority's legislative team for any potential impact to San Diego International Airport.

**Status:** 6/3/15 – Approved by Senate on a vote of 40-0  
6/30/15 – Approved by Assembly Committee on Utilities and Commerce on a vote of 14-0 and referred to Assembly Committee on Public Safety

**Position:** Watch (4/23/15)

### **Legislation/Topic**

## **SB 747 (McGuire) – Airports: financial assistance: grant program**

### **Background/Summary**

This bill, beginning December 8, 2017, would require that revenues from state sales and use taxes, at a rate of 4.1875% on the sale, storage, use or other consumption of aviation fuel be transferred to the Aeronautics Account for allocation to airports. The purpose of this transfer is to ensure that Caltrans Division of Aeronautics has adequate resources for grants to general aviation airports and to provide matching grants for the AIP program. The bill also requires the division to allocate 21% of these revenues for large hub commercial airports.

### **Anticipated Impact/Discussion**

This bill is sponsored by the California Airports Council. If enacted, it could benefit the Authority by making available state grants for airport improvement projects at San Diego International Airport.

**Status:** 5/28/15 – Placed on Senate Committee on Appropriations suspense file.  
No further action will be taken on this bill during the 2015 session.

**Position:** Support (4/23/15)

## **Federal Legislation**

**Legislation/Topic**

**H.R. 1835 (Mica) – The Air Traffic Controller Reform and Employee Stock Ownership Act of 2015**

**Background/Summary**

This bill would privatize some facets of the nation's air traffic control system and create a new private corporation that would oversee functions currently handled by the Federal Aviation Administration (FAA). The Secretary of Transportation would be required to submit a transfer plan to Congress within 60 days of enactment of H.R. 1835.

**Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport. It is anticipated that legislation similar to H.R. 1835 will be included in a comprehensive FAA Reauthorization Bill.

**Status:** 4/16/15 – Introduced and Referred to the House Committee on Transportation and Infrastructure and the House Committee on Oversight and Government Reform

**Position:** Watch (5/21/15)

**Legislation/Topic**

**H.R. 2577 (Diaz-Balart) – Fiscal Year 2016 Transportation Appropriations Act**

**Background/Summary**

This bill would provide funding for the Department of Transportation and Federal Aviation Administration (FAA) for Fiscal Year 2016. The bill contains \$9.87 billion for Federal Aviation Administration operations and \$3.35 billion, the full authorized level, for the Airport Improvement Program. This bill will provide funding for 14,500 air traffic controllers, 7,400 safety inspectors and operational support. The bill will also fund FAA's Next Generation Air Transportation System (NextGen) at \$931 million, and fund the Contract Tower Program at \$154 million.

**Anticipated Impact/Discussion**

Passage of this bill would benefit San Diego International Airport by providing continued funding for the AIP program, which will assist in funding airport projects.

**Status:** 6/9/15 – Approved by the House on a vote of 216-210 and referred to the Senate Appropriations Committee

**Position:** Support (5/21/15)

**Legislation/Topic**

## **H.R. 720 (Katko) – The Gerardo Hernandez Airport Security Act**

### **Background/Summary**

This bill, named after Gerardo Hernandez, the Transportation Security Administration (TSA) employee killed on duty in 2013, would direct the Department of Homeland Security to undertake a variety of activities to enhance security and communication at U.S. airports. The bill would specifically require the TSA to verify that all airports have appropriate security response plans.

### **Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport.

**Status:** 2/10/15 – Approved by the House on a vote of 411-1 and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (2/19/15)

### **Legislation/Topic**

## **H.R. 719 (Katko) – The Transportation Security Administration Office of Inspection Accountability Act**

### **Background/Summary**

This bill would mandate that criminal investigators at the Transportation Security Administration (TSA) spend at least half of their time investigating, apprehending or detaining individuals suspected of committing a crime. TSA does not currently have any rules in that regard for its criminal investigators.

### **Anticipated Impact/Discussion**

This bill will be closely monitored by the Authority's legislative team for any potential impact to San Diego International Airport.

**Status:** 2/10/15 – Approved by the House on a vote of 414-0 and referred to the Senate Committee on Commerce, Science and Transportation

**Position:** Watch (2/19/15)

### **Legislation/Topic**

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**H.R. 2750 (Katko) – The Improved Security Vetting for Aviation Workers Act of 2015**

**Background/Summary**

This bill would codify the recommendations issued by the Department of Homeland Security Inspector General relating particularly to the vetting and badging of airport employees.

**Anticipated Impact/Discussion**

This bill would require the establishment of new guidance procedures for the annual review of badging offices by the end of 2015. Inspections will include a review of applicants' Criminal History Records Check (CHRC) and work authorization documentation. The legislation would also require airport badging offices to indicate, on an employee's credentials, the date their authorization to work in the United States ends. Further, the bill would require the Transportation Security Administration (TSA) to review cases involving credentials denied due to issues determining the legal status of an employee. The findings of this review will be used to identify and correct weaknesses of airports. Specifically, if enacted, Authority staff will coordinate with TSA staff on any actions necessary to implement these new requirements.

**Status:** 6/25/15 – Approved by the House Committee on Homeland Security

**Position:** Watch

**Legislation/Topic**

**H.R. 2843 (Katko) – The TSA PreCheck Expansion Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to coordinate with private sector partners to increase public enrollment in the PreCheck Program and to maximize the availability of PreCheck screening, particularly during peak and high volume travel times.

**Anticipated Impact/Discussion**

Authority staff will coordinate with TSA staff to assist in implementing the actions in H.R. 2843 if this legislation is enacted.

**Status:** 6/25/15 – Approved by the House Committee on Homeland Security

**Position:** Watch

**Legislation/Topic**

**H.R. 2127 (Thompson) – The Securing Expedited Screening Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) to limit expedited security screening at airports to passengers enrolled in a Department of Homeland Security-trusted traveler program, members of the armed forces, and other low risk travelers.

**Anticipated Impact/Discussion**

This legislation is not expected to result in any significant impact to San Diego International Airport operations.

**Status:** 6/25/15 – Approved by the House Committee on Homeland Security

**Position:** Watch

**Legislation/Topic**

**H.R. 2770 (Rice) – The Keeping Our Travelers Safe and Secure Act**

**Background/Summary**

This bill would require the Transportation Security Administration (TSA) Administrator to develop and implement a preventative maintenance validation process for security-related screening technology at airports.

**Anticipated Impact/Discussion**

This bill is not expected to impact San Diego International Airport operations.

**Status:** 6/25/15 – Approved by the House Committee on Homeland Security

**Position:** Watch

**Legislation/Topic**

**H.R. 2776 (Cohen) – The Carry-On Freedom Act of 2015**

**Background/Summary**

This bill would direct the Secretary of Transportation to issue regulations that prevent airlines from reducing the size of carry-on luggage from the size standards utilized by airlines on June 8, 2015.

**Anticipated Impact/Discussion**

This bill is not expected to impact operations at San Diego International Airport.

**Status:** 6/15/15 – Introduced and referred to the House Committee on Transportation and Infrastructure

**Position:** Watch

**Legislation/Topic**

**H.R. 2530 (Duckworth) – The Friendly Airports for Mothers Act of 2015**

**Background/Summary**

This bill would require large and medium hub airports to install and maintain post-security lactation areas at each airport terminal building. These areas must have a locking door, sitting area, flat surface, electrical outlet, accessibility compliant with the Americans with Disabilities Act (ADA), and must not be located in a restroom.

**Anticipated Impact/Discussion**

The legislation is not expected to require any changes to airport facilities as post-security lactation areas are already present.

**Status:** 5/22/15 – Referred to the House Committee on Transportation and Infrastructure

**Position:** Watch



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

**Item No.**  
**5**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve Appointments to the Art Advisory Committee**

**Recommendation:**

Adopt Resolution No. 2015-0069, approving the reappointment of Chike C. Nwoffiah and appointment of Andy Horwitz to the Art Advisory Committee.

**Background/Justification:**

At its January 10, 2013 meeting, the Board adopted a new Authority Policy 8.50, replacing Policies 8.50 (Guidelines for the Public Art Program), 8.51 (Monuments, Memorials and Plaques) and 8.52 (Donated and Loaned Items). Under the new policy 8.50, the Art Advisory Committee (AAC) is comprised of seven voting members and no more than three ex-officio, non-voting members. Appointments to AAC are completed as follows:

- Six voting members who are Art Professionals or Design Professionals
  - At least two of the six members shall be practicing Artists
  - At least one of the six members shall be actively involved in the performing arts
  - At least two of the six members shall reside outside of San Diego County
- One voting member who serves on the Airport Authority Board
- Up to three ex-officio, non-voting Authority staff members whose departments work closely with the Airport Art Program as determined by the President/CEO

The process to appoint members to the AAC is as follows:

- The Chair of the Board shall appoint one member of the Board to serve as a voting member of the AAC
- The President/CEO shall recommend six individuals who are Art and Design Professionals to serve as voting members of the AAC, subject to appointment by the Board
- The President/CEO shall review interested candidates' qualifications and make recommendations to the Board as follows:
  - Solicit and review qualifications submitted by AAC, staff and interested professionals in the field of design, visual art, performing arts, and literary arts annually or as needed
  - Conduct interviews as needed

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**REAPPOINTMENT OF CHIKE C. NWOFFIAH**

The President/CEO recommends that Chike C. Nwoffiah be reappointed to the AAC. He currently serves on the AAC as a national Art Professional actively involved in the performing arts. His term began on September 2012 and ended June 2015. Reappointment to the Committee would be for a three-year term from July 2015 – July 2018.

Chike C. Nwoffiah is an accomplished writer, theater director/producer, educator and an award winning filmmaker with over 30 stage and screen credits. Mr. Nwoffiah is the founding Executive Director of Oriki Theater, a Mountain View, California-based performing arts company that provides African entertainment, educational and youth development programs. He is a past president of Mountain View Community Television and currently serves on the boards of the Arts Council Silicon Valley, Chamber of Commerce Mountain View Education Foundation; Alliance for California Traditional Arts, and African Diaspora Network. Mr. Nwoffiah has served on several regional and national grant review panels for organizations including the National Endowment for the Arts, Sacramento Arts Commission, San Francisco Arts Commission and the Center for Cultural Innovation.

**APPOINTMENT OF ANDY HORWITZ**

The President/CEO recommends that Andy Horwitz be appointed to an AAC Art Professional seat that is currently vacant. The seat was previously held by Sheryl L. White, whose term expired in June 2015. Appointment to the Committee would be for a three-year term from July 2015 – July 2018.

Andy Horwitz is a cultural entrepreneur, critic and curator with over twenty years of experience in the for-profit and not-for-profit creative sectors. He is the founder of Applied Creativity, LLC, providing clients with cultural strategies for the 21<sup>st</sup> Century, and of Culturebot Arts & Media, Inc., a not-for-profit dedicated to fostering critical cultural discourse on – and from the perspective of – the arts. From 2010 – 2013 he served as Director of Public Programs for the Lower Manhattan Cultural Council where he worked with stakeholders such as American Express, Goldman Sachs, the New York City Economic Development Corporation and other civic, corporate and not-for-profit entities to develop and implement cultural strategies for the revitalization of Lower Manhattan. Mr. Horwitz has served on panels for arts organizations and funders including the Mellon Foundation, United States Artists, The New York Foundation for the Arts, the National Performance Network, The MAP Fund, Here Arts Center and more. He has a B.S. in Speech from Northwestern University.

**Fiscal Impact:**

No fiscal impact.

**Authority Strategies:**

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

- Community Strategy     Customer Strategy     Employee Strategy     Financial Strategy     Operations Strategy

**Environmental Review:**

A. 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:**

DIANA LUCERO  
DIRECTOR, VISION, VOICE & ENGAGEMENT

RESOLUTION NO. 2015-0069

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY APPROVING THE REAPPOINTMENT  
OF CHIKE C. NWOFFIAH AND APPOINTMENT OF  
ANDY HORWITZ TO THE ART ADVISORY  
COMMITTEE

WHEREAS, the operations, procedures and activities of the San Diego County Regional Airport Authority (“Authority”) and its Board’s committees are guided by, among other things, the Authority’s Policies and Codes; and

WHEREAS, the Board adopted Policy 8.50, entitled Policy for the Airport Authority Art Program, which governs the appointment of Art Committee (“AAC”) members; and

WHEREAS, Authority Policy 8.50 states that the AAC will be comprised of:

- a) Six voting members who are Arts Professionals or Design Professionals
- b) One voting member who serves on the Board
- c) Up to three *ex-officio* non-voting Authority staff members whose departments work closely with the Airport Art Program, as determined by the President/CEO; and

WHEREAS, of the six voting members who are art or design professionals, two shall reside outside of San Diego County, and one shall be actively involved in the performing arts, as recommended by the President/CEO, subject to appointment by the Board; and

WHEREAS, Chike C. Nwoffiah is one of the two art/design professionals who resides outside of San Diego County and the AAC member actively involved in the performing arts; and

WHEREAS, Andy Horwitz is one of the six art/design professionals; and

WHEREAS, the AAC is advisory in nature to provide expert advice regarding opportunities for integrating public artwork into the Airport, to identify eligible and qualified artists for creation of specific artworks, to maintain and conserve displayed public artworks, to deaccession public artworks, and determine eligibility and qualifications for temporary and rotating art exhibits.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the reappointment of Chike C. Nwoffiah and appointment of Andy Horwitz to the Art Advisory Committee for the terms indicated on “Attachment A.”

BE IT FURTHER RESOLVED that the Board finds this 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; is not a "project" subject to CEQA Cal. Pub. Res. Code (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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

# ATTACHMENT A

Approved 7-23-15  
Resolution No. 2015-0069

## Art Advisory Committee

Current Committee Members      Total length of Term      Beginning of Term      End of Term

Deborah L. Van Huis Design Professional (Committee Chair)	3 Years	June 2014	June 2017
Ben Fyffe Art Professional (Outside San Diego County Resident)	3 Years	June 2014	June 2017
Andy Horwitz Art Professional	3 years	July 2015	July 2018
Chike C. Nwoffiah Art Professional (Outside San Diego County Resident/ Involved in Performing Arts)	3 years	July 2015	July 2018
Michael Soriano Art Professional	3 years	September 2013	June 2016
Indra Gardiner Art Professional (Committee Vice Chair)	3 years	September 2013	June 2016
Robert H. Gleason – Authority Board Member	At Board Chair's discretion	n/a	n/a
Bob Bolton – Authority Staff (Ex-Officio Member)	At President/CEO's discretion	n/a	n/a
Diana Lucero – Authority Staff (Ex-Officio Member)	At President/CEO's discretion	n/a	n/a

Updated: 7/1/15

000032



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

**Item No.  
6**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Award a Contract to Tel Tech Plus, Inc., for East Side Fiber Loop Installation at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0070, awarding a contract to Tel Tech Plus, Inc., in the amount of \$171,752 for Project No. 104200, East Side Fiber Loop Installation at San Diego International Airport.

**Background/Justification:**

This project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2015-2019 Capital Improvement Program ("CIP").

This project will complete the loop of the Authority's fiber optic network backbone by installing approximately 17,000 linear feet of 432-strand single mode fiber optic cable, from the Commuter Terminal to the Rental Car Center ("RCC"). The installation of this cable will provide a redundant and diverse network path; enhancing the capabilities of network communications campus wide. The cable will be installed utilizing communications conduit that was installed during the 12kV project, the Interior North Side Roadway project, as well as using existing communications conduit (Attachment A).

The scope of work for this project includes purchasing and installing fiber optic cable within existing conduits and fabric inner-duct in conduits where it does not previously exist; fiber optic termination hardware; cable label administration and testing; and all associated termination at the rack room of the RCC and the server room of the Commuter Terminal.

The Request for Bids for this project was advertised on May 6, 2015, and sealed bids were opened on June 5, 2015. The following bids were received: (Attachment B)

<b>Company</b>	<b>Total Bid</b>
Tel Tech Plus, Inc.	\$171,752.00
Intersect Technologies Institute Inc., DBA ITI Cabling	\$253,955.00
Team Fishel	\$260,285.00
IES Communications	\$284,912.09
Vector USA	\$286,946.21

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The Engineer's estimate is \$362,000.

The low bid of \$171,752, is responsive, and Tel Tech Plus, Inc., is considered responsible. Staff recommends award to Tel Tech Plus, Inc., in the amount of \$171,752.

**Fiscal Impact:**

Adequate funds for the contract with Tel Tech Plus, Inc. are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104200, East Fiber Loop Installation. Sources of funding for this project will be 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 \$200,000. 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, the recommended firm Tel Tech Plus, Inc. received 5% small business preference.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT

Overall Plan

East Side Fiber Loop Installation  
CIP #104200



Not to Scale

SDCRAA || FDD || April 13, 2015

980000

PATH: Z:\Airport Master file\MISC\E-17 Fiber overview.dwg

BIDS OPENED: 6/5/15 @ 2:00 PM

ENGINEER'S ESTIMATE: (\$362,000.00)				ENGINEER'S ESTIMATE		1 TTP		2 Intersect Technologies Institute, Inc (DBA ITI Cabling)	
GUARANTEE OF GOOD FAITH:						393 Enterprise Street San Marcos, CA 92078		P.O. Box 721025 San Diego, CA 92172	
Bid - Bid Schedule Project Items						Travelers		SureTec Insurance Company	
BID ITEM NO.	TITLE	QUANTITY	UNIT ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)
1	East Fiber Loop Installation	0	LS	\$ -	\$131,114.00	\$ -	\$121,512.00	\$ -	\$101,155.00
2	Procurement of Fiber	16000	LF	\$ -	\$104,982.00	\$ 3.14	\$50,240.00	\$ 9.55	\$152,800.00
<b>Total Bid Schedule:</b>				<b>\$236,096.00</b>		<b>\$171,752.00</b>		<b>\$253,955.00</b>	
ADDENDUM NO. NOTED BY BIDDERS ON THEIR SUBMITTED BID SCHEDULE:									
1									
2									

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BIDS OPENED: 6/5/15 @ 2:00 PM

ENGINEER'S ESTIMATE: (\$362,000.00)				ENGINEER'S ESTIMATE		1		2		3		4		5	
						TTP		Intersect Technologies Institute, Inc (DBA ITI Cabling)		Team Fishel		IES Communications		Vector USA	
						393 Enterprise Street San Marcos, CA 92078		P. O. Box 721025 San Diego, CA 92172		5878 Autoport Mall San Diego, CA 92121		6885 Flander Drive Ste B San Diego, CA 92121		9808 Waples Street San Diego, CA 92121	
GUARANTEE OF GOOD FAITH						Traveiers		SureTec Insurance Company		Western Surety Company				Fidelity and Deposit Company of Maryland	
<b>Bid - Bid Schedule Project Items</b>															
BID ITEM NO	TITLE	QUANTITY	UNIT ITEM	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)	UNIT PRICE (In Figures)	TOTAL (In Figures)
1	East Fiber Loop Installation	0	LS	\$ -	\$131,114.00	\$ -	\$121,612.00	\$ -	\$101,155.00	\$ -	\$176,605.00	\$ -	\$225,797.21	\$ -	\$217,026.21
2	Procurement of Fiber	16000	LF	\$ -	\$104,982.00	\$ 3.14	\$50,240.00	\$ 9.55	\$152,800.00	\$ 5.23	\$83,680.00	\$ 3.69	\$59,114.88	\$ 4.37	\$69,920.00
<b>Total Bid Schedule:</b>					<b>\$236,096.00</b>		<b>\$171,752.00</b>		<b>\$253,955.00</b>		<b>\$260,285.00</b>		<b>\$284,912.09</b>		<b>\$286,946.21</b>
<b>ADDENDUM NO. NOTED BY BIDDERS ON THEIR SUBMITTED BID SCHEDULE:</b>															
1						Yes		Yes		Yes		Yes		Yes	
2						Yes		Yes		Yes		Yes		Yes	

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RESOLUTION NO. 2015-0070

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, AWARING A CONTRACT TO TEL  
TECH PLUS, INC., IN THE AMOUNT OF \$171,752  
FOR PROJECT NO. 104200, EAST SIDE FIBER  
LOOP INSTALLATION AT SAN DIEGO  
INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority (“Authority”) Board (“Board”) approved project in the FY2015-FY2019 Capital Improvement Program (“CIP”); and

WHEREAS, this project will complete the loop of the Authority’s fiber optic network backbone by installing approximately 17,000 linear feet of 432-strand single mode fiber optic cable, from the Commuter Terminal to the Rental Car Center (“RCC”); and

WHEREAS, the installation of this cable will provide a redundant and diverse network path, enhancing the capabilities of network communications campus wide; and

WHEREAS, the cable will be installed utilizing communications conduit that was installed during the 12kV project, the Interior North Side Roadway project, as well as using existing communications conduit; and

WHEREAS, the scope of work for this project consists of the procurement and installation of the fiber optic cable and innerducts, fiber optic termination hardware, cable label administration and testing, and all associated termination at the rack room of the RCC and the server room of the Commuter Terminal;

WHEREAS, the Request for Bids for this project was advertised on May 6, 2015; and

WHEREAS, on June 5, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, Tel Tech Plus, Inc., submitted a bid in the amount of \$171,752; and

WHEREAS, Authority’s staff has duly considered Tel Tech Plus’s bid, and has determined Tel Tech Plus is responsible , and that its bid is responsive in all 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 Tel Tech Plus, Inc., the contract for Project No. 104200, East Side Fiber Loop Installation, 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 Tel Tech Plus, Inc., in the amount of \$171,752 for Project No. 104200, East Side Fiber Loop Installation 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 Tel Tech Plus, Inc.; 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 resolutions; and

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

Item No.  
**7**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve and Authorize an Increase in the President/CEO's Change Order Authority for Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0071, approving and authorizing an increase in the President/CEO's change order authority from \$56,591 to an amount not to exceed \$161,591, for Project No. 104182, Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion at San Diego International Airport.

**Background/Justification:**

On November 6, 2014, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Vasquez Construction Company in the amount of \$565,915 for Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion [Resolution 2014-0122] (Attachment A).

During construction, the contractor encountered differing site conditions such as interfering building beams, and un-available panelboard circuit breaker locations which resulted in redesign of electrical data distribution for ticket counter and kiosks circuits. Additionally, the Authority purchased long-lead item ticket counter baggage scales for installation by the contractor. Upon receipt, it was found the ticket counter baggage scales were damaged and required replacement by the manufacturer. The damaged baggage scales were replaced by the manufacturer within a week's time. These delays affected the contractor's ability to complete the electrical and woodwork framing for the ticket counters prior to the busy summer travel season and in order to minimize impact to the airline tenants, work was temporarily suspended at the request of the Authority. Differing site conditions and suspension of work, along with incidental construction field changes such as scale calibration and registration, keying locks to align with Airport requested scheme, disposal of old ticket counter and gate inserts, replacement of existing stainless steel bag scale shrouds to maintain uniformity within terminals to name a few items, contributed to an increase in contract costs and compensable schedule delays.

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Authority Policy 5.02(4)(b)(i) requires Board approval for change orders in excess of 10% of the original contract amount on contracts awarded for less than \$1 million, which in this case is \$56,591. Therefore, staff is requesting that for the Vasquez Construction Company contract, Policy 5.02(4)(b)(i) be waived and the maximum change order authorization limit for the President/CEO be increased from \$56,591 to an amount not to exceed \$161,591.

**Fiscal Impact:**

Adequate funds for the contract with Vasquez Construction Company are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104182, Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion. Sources of funding for this project will be 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 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

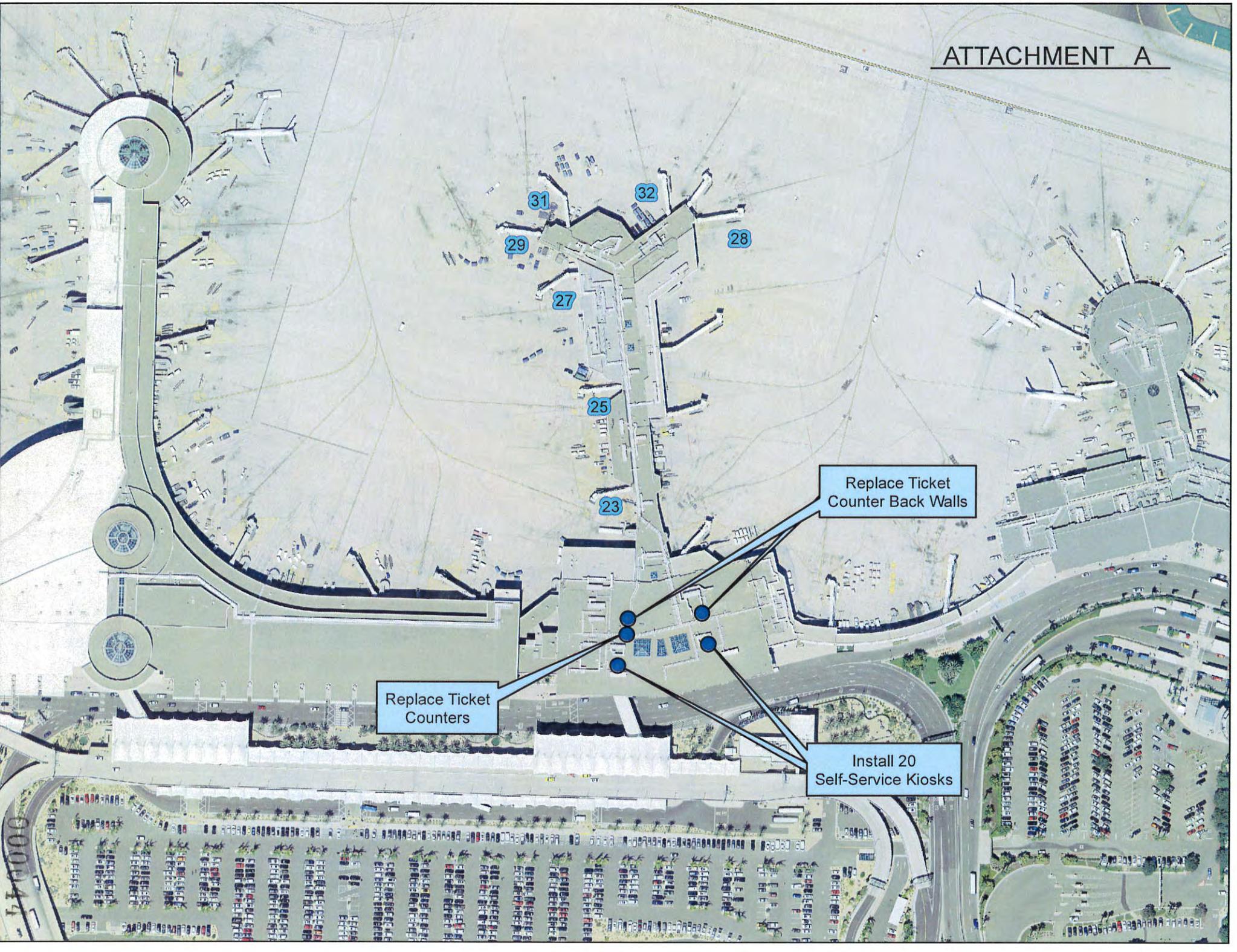
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maximum preference applied under Policy 5.14 is seven percent (7%): three percent (3%) for small business participation; two percent (2%) for local business participation; and, two percent (2%) for SDVOSB participation. When bid price is the primary 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.

In accordance with Policy 5.14, Vasquez Construction Company met the SBE goal of 30% with 34% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%, therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT



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Replace Ticket Counter Back Walls

Replace Ticket Counters

Install 20 Self-Service Kiosks

RESOLUTION NO. 2015-0071

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FROM \$56,591 TO AN AMOUNT NOT TO EXCEED \$161,591, FOR PROJECT NO. 104182, TERMINAL 2 EAST COMMON USE PASSENGER PROCESSING SYSTEMS (CUPPS) EXPANSION AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on November 6, 2014, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Vasquez Construction Company in the amount of \$565,915 for Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion [Resolution 2014-0122]; and

WHEREAS, during construction, the contractor encountered differing site conditions which resulted in redesign of electrical and data distribution for ticket counter and kiosks circuits; and

WHEREAS, the Authority purchased ticket counter baggage scales which were damaged in transit and required replacement by the manufacturer; and

WHEREAS, this delay affected the contractor's ability to complete the woodwork framing for the ticket counters prior to the busy summer travel season; and

WHEREAS, to minimize impact to the airline tenants, work was temporarily suspended; and

WHEREAS, this suspension, along with incidental construction field changes, contributed to an increase in contract costs; and

WHEREAS, Authority Policy 5.02(4)(b)(i) requires Board approval for change orders in excess of 10% of the original contract amount on contracts awarded for less than \$1 million, which in this case is \$56,591. Therefore, staff is requesting that for the Vasquez Construction Company contract, Policy 5.02(4)(b)(i) be waived and the maximum change order authorization limit for the President/CEO be increased from \$56,591 to an amount not to exceed \$161,591; and

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WHEREAS, the Board believes it is in the best interest of the Authority, and the public that it serves, to waive Policy 5.02(4)(b)(i) in this instance and authorize the President/CEO to approve change orders in an amount not to exceed \$161,591;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes an increase in the President/CEO's change order authority from \$56,591 to an amount not to exceed \$161,591 for Project No. 104182, Terminal 2 East Common Use Passenger Processing Systems (CUPPS) Expansion at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board waives Policy 5.02(4)(b)(i) as to the increase in the cost of this project; and

BE IT FURTHER RESOLVED the Board 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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

---

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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

**Item No.  
8**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Award a Contract to BC Rentals, Inc. (dba BC Traffic Specialist) for Rental Car Center (RCC) Wayfinding Signage-City of San Diego Roadway Signs at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0072, awarding a contract to BC Rentals, Inc. (dba BC Traffic Specialist), in the amount of \$209,048.80 for Project No. 104168C, Rental Car Center (RCC) Wayfinding Signage - City of San Diego Roadway Signs at San Diego International Airport.

**Background/Justification:**

This project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2015 Capital Improvement Program ("CIP").

On May 21, 2015, the Board approved and authorized the President/CEO to negotiate and execute a Public Improvement Maintenance Agreement with the City of San Diego ("City") to maintain the signs within the City's rights-of-way [Resolution No. 2015-0048]. This project will provide for wayfinding directions for customers to access the North Side Rental Car Center ("RCC") facility by placing roadway signs within the City and Caltrans rights-of-way (Attachment A).

This project has been divided into two separate contract packages:

1. RCC Wayfinding Signage – City of San Diego Roadway Signs
2. RCC Wayfinding Signage – CalTrans Signs

This contract is for the RCC Wayfinding Signage – City Signs (Item 1 above). The Scope of Work for this contract includes removal and/or installation of sixty-three (63) City roadway and overhead signs for the RCC.

This contract was advertised on June 3, 2015, and sealed bids were opened on July 6, 2015. The following bids were received: (Attachment B)

<b>Company</b>	<b>Total Bid</b>
BC Rentals, Inc. (dba: BC Traffic Specialist)	\$209,048.80
Statewide Traffic Safety & Signs	\$222,370.00
A Good Sign & Graphics Co.	\$240,000.00

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The Engineer's estimate is \$300,000.

The low bid of \$209,048.80, is responsive, and BC Rentals, Inc. (dba BC Traffic Specialist), is considered responsible. Staff recommends award to BC Rentals, Inc. (dba BC Traffic Specialist), in the amount of \$209,048.80.

**Fiscal Impact:**

Adequate funds for RCC Wayfinding Signage-City Roadway Signs are included within the Board approved FY2016-FY2020 Capital Program Budget in Project No. 104168C. Sources of funding for this project will be Customer Facility Charges.

**Authority Strategies:**

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

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

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

The Authority has the following inclusionary programs/policies: a Disadvantaged Business Enterprise (DBE) Program, an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program, Policy 5.12 and Policy 5.14. These programs/policies are intended to promote the inclusion of small, local, service disabled veteran owned, historically underrepresented businesses and other business 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 \$200,000. The preference is only applied in measuring the bid.

**Page 3 of 3**

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.

In accordance with Policy 5.14, BC Rentals, Inc. (dba BC Traffic Specialist) met the SBE goal of 39% with 100% certified small business participation for a 3% certified small business preference and did not meet the SDVOSB goal of 3% for a 0% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%, therefore no preference was applied for local business participation.

**Prepared by:**

IRAJ GHAEMI  
DIRECTOR, FACILITIES DEVELOPMENT



Attachment A

ATTACHMENT B  
Bid Tabulation Form

**BID TABULATION**  
**CIP 104168C-1 - RCC WAYFINDING SIGNAGE - CITY SIGNS**

BIDS OPENED: July 6, 2015 @ 3:00 PM  
ENGINEERS ESTIMATE: \$2,500,000.00

CONTRACTOR:		Low Bidder				2nd Low Bidder				3rd Low Bidder					
ADDRESS:		BC Traffic Specialist (dba) 638 W Southern Avenue Orange, CA 92865				Statewide Traffic Safety & Signs 522 Lindow Lane Nipomo, CA 93444				A Good Sign & Graphics Co. 2110 South Susan Street Santa Ana, CA 92704					
GUARANTEE OF GOOD FAITH:		SureTec Insurance Company				Philadelphia Indemnity Insurance Company				Platte River Insurance Company					
<b>BID SCHEDULE A</b>		1				2				3					
Bid Item	Item Description	Unit of Measure	Quantity	Unit Cost	Total In Figures	Unit of Measure	Quantity	Unit Cost	Total In Figures	Unit of Measure	Quantity	Unit Cost	Total In Figures		
1	RCC Wayfinding Signage-City Signs	Lump Sum	LS	LS	\$ 115,235.80	Lump Sum	LS	LS	\$ 184,505.00	Lump Sum	LS	LS	\$ 191,200.00		
2	Traffic Control	Lump Sum	LS	LS	\$ 28,035.00	Lump Sum	LS	LS	\$ 8,865.00	Lump Sum	LS	LS	\$ 26,500.00		
3	Section 1D-20: "No Parking Any Time" Signs	Lump Sum	LS	LS	\$ 5,778.00	Lump Sum	LS	LS	\$ 1,000.00	Lump Sum	LS	LS	\$ 1,500.00		
4	Section 1D-48; Overhead	Day	80	\$500.00	\$ 40,000.00	Day	80	\$100.00	\$ 8,000.00	Day	80	\$10.00	\$ 800.00		
5	Allowance for Reimbursement of Permit Fees	Allowance	Allowance	Allowance	\$ 10,000.00	Allowance	Allowance	Allowance	\$ 10,000.00	Allowance	Allowance	Allowance	\$ 10,000.00		
6	Allowance for Relocation of Utilities and Mitigation of Unknown Conditions	Allowance	Allowance	Allowance	\$ 10,000.00	Allowance	Allowance	Allowance	\$ 10,000.00	Allowance	Allowance	Allowance	\$ 10,000.00		
<b>TOTAL BID SCHEDULE A =</b>					<b>\$209,048.80</b>	<b>TOTAL BID SCHEDULE A =</b>					<b>\$ 222,370.00</b>	<b>TOTAL BID SCHEDULE A =</b>			<b>\$240,000.00</b>
Addendum No. 1		Acknowledged by Bidder: Yes				Acknowledged by Bidder: Yes				Acknowledged by Bidder: Yes					
Notes:		BC Rentals, Inc.													
Policy 5.14 Points and Bid Adjustment Amount Table		NOT APPLICABLE				NOT APPLICABLE				NOT APPLICABLE					
Points	Bid Adjustment Amount Based on Low Bid	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Adjusted Bid Amount	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Adjusted Bid Amount	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Adjusted Bid Amount	Points	Adjustment Amount (Enter Amount from Table Based on Number of Points)	Adjusted Bid Amount		
5 or 5%	N/A	3	\$109,048.80	\$109,048.80	0	\$0.00	\$ 222,370.00	0	\$0.00	\$ 240,000.00	0	\$0.00	\$ 240,000.00		
4 or 4%	N/A														
3 or 3%	N/A														
2 or 2%	N/A														
1 or 1%	N/A														

000051

RESOLUTION NO. 2015-0072

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDED A CONTRACT TO BC RENTALS, INC. (DBA BC TRAFFIC SPECIALIST), IN THE AMOUNT OF \$209,048.80 FOR PROJECT NO. 104168C, RENTAL CAR CENTER (RCC) WAYFINDING SIGNAGE - CITY OF SAN DIEGO ROADWAY SIGNS AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, this project is a San Diego County Regional Airport Authority ("Authority") Board ("Board") approved project in the FY2015 Capital Improvement Program ("CIP"); and

WHEREAS, on May 21, 2015, the Board approved and authorized the President/CEO to negotiate and execute a Public Improvement Maintenance Agreement with the City of San Diego ("City") to maintain the signs within the City's right-of-way [Resolution No. 2015-0048]; and

WHEREAS, this project will provide for wayfinding directions for customers to access the North Side Rental Car Center ("RCC") facility by placing roadway signs within the City and Caltrans rights-of-way; and

WHEREAS, this project has been divided into two separate contract packages: RCC Wayfinding Signage – City of San Diego Roadway Signs and RCC Wayfinding Signage – CalTrans Signs; and

WHEREAS, the Scope of Work for this contract includes removal and/or installation of sixty-three (63) City roadway and overhead signs for the RCC; and

WHEREAS, this contract was advertised on June 3, 2015; and

WHEREAS, on July 6, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder, BC Rentals, Inc. (dba BC Traffic Specialist), submitted a bid in the amount of \$209,048.80; and

WHEREAS, Authority staff has duly considered the bid of BC Rentals, Inc. (dba BC Traffic Specialist), and has determined that BC Rentals, Inc. (dba BC Traffic Specialist) is responsible, and that its bid is responsive in all 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 BC Rentals, Inc. (dba BC Traffic Specialist) the contract for Project No. 104168C, RCC Wayfinding Signage – City of San Diego Roadway Signs, 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 BC Rentals, Inc. (dba BC Traffic Specialist), in the amount of \$209,048.80 for Project No. 104168C, RCC Wayfinding Signage – City of San Diego Roadway Signs 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 BC Rentals, Inc. (dba BC Traffic Specialist); 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 resolutions; 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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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



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

**Item No.  
9**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve and Authorize the President/CEO to Execute a First Amendment to the Airport Signage Services Agreement with Sign Age Identity Systems, Inc.**

**Recommendation:**

Adopt Resolution No. 2015-0073, approving and authorizing the President/CEO to execute a First Amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000.

**Background/Justification:**

In May 2013, the Authority entered into an Agreement with Sign Age Identity Systems, Inc. ("Agreement") for provision of airport signage services at San Diego International Airport ("Airport"). The Agreement is for an initial 3-year term, expiring May 14, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation amount of \$800,000.

The Agreement is the primary means to obtain professional services for on-call fabrication, modification, installation, removal and repair services for the Airport's signs located both in the interior and exterior of the terminals, and roadway system. They include, but are not limited to: directional; informational; exterior gate; and, parking signs.

First Amendment Justification

Since the inception of the Agreement in May 2013, the activation of the Green Build in August 2013, and most recently the closure of the Commuter Terminal, there have been substantial changes and upgrades to existing terminal and roadway signage. Signage changes accommodated the various airline relocations. Upgrades were made to existing signage to maintain consistency with the newly installed Green Build signs, and numerous other sign improvements were made throughout the Airport. During the second year of the Agreement, over \$784,000 in signage changes, upgrades, and improvements have been implemented. Following is a summary of expenses to date:

Description	Amount
Airline Relocations	\$105,304
Upgrades/Changes to Maintain Consistency with Green Build	\$25,208

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Commuter Terminal Closure	\$91,696
Sign Improvements	\$562,386

With approximately 98% of the Agreement's amount expended, additional funding is needed to fund the following:

- The closure of the Commuter Terminal has presented an opportunity to re-evaluate the Airport's roadway and directional signage and the overall rebranding of the facility.
- Maintenance of Wayfinding Signs. On May 21, the Board adopted Resolution 2015-0048 approving and authorizing the President/CEO to negotiate and execute a Public Improvement Maintenance Agreement with the City of San Diego. Pursuant to the Public Improvement Maintenance Agreement, the Authority must maintain the Wayfinding Signs in a safe and sanitary condition at the sole cost of the Authority.

Staff is recommending a First Amendment to the Agreement to increase the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000. This will ensure that funds will be available for the above-described work and for future work through the term of the Agreement.

### **Fiscal Impact:**

Adequate funding for airport signage services agreement is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Facilities Management Annual Repair and Service Contracts line item. Expenses 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. 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. At the time of this bid, September 2013, when bid price was the primary selection criteria, the maximum amount of the preference could not 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, the recommended firm Sign Age Identity Systems, Inc. received 5% small business preference.

**Prepared by:**

MURRAY J. BAUER  
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2015-0073

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A FIRST AMENDMENT TO THE AGREEMENT FOR AIRPORT SIGNAGE SERVICES WITH SIGN AGE IDENTITY SYSTEMS, INC., INCREASING THE TOTAL AMOUNT PAYABLE BY \$500,000 FOR A TOTAL NOT-TO-EXCEED COMPENSATION AMOUNT OF \$1,300,000

WHEREAS, in May 2013, the Authority entered into an Agreement with Sign Age Identity Systems, Inc. ("Agreement") for provision of airport signage services at San Diego International Airport ("Airport"); and

WHEREAS, the Agreement is for an initial 3-year term, expiring May 14, 2016, with an option for two (2) one-year extensions to be exercised at the discretion of the President/CEO, for a total not-to-exceed compensation amount of \$800,000; and

WHEREAS, the Agreement is the primary means to obtain professional services for on-call fabrication, modification, installation, removal and repair services for the Airport's signs located both in the interior and exterior of the terminals, and roadway system; and

WHEREAS, since the inception of the Agreement in May 2013, activation of the Green Build in August 2013, and most recently the closure of the Commuter Terminal, there have been substantial changes and upgrades to existing terminal and roadway signage; and

WHEREAS, upgrades were made to existing signage to maintain consistency with the newly installed Green Build signs, and numerous other sign improvements were made throughout the Airport; and

WHEREAS, during the second year of the Agreement, over \$784,000 in signage changes, upgrades, and improvements have been implemented; and

WHEREAS, with approximately 98% of the Agreement's amount expended, additional funding is needed to fund future projects and to maintain the Agreement through its term; and

WHEREAS, to ensure that funds will be available, staff is recommending a First Amendment to the Agreement to increase the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a first amendment to the Agreement for Airport Signage Services with Sign Age Identity Systems, Inc., increasing the total amount payable by \$500,000 for a total not-to-exceed compensation amount of \$1,300,000; and

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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
10**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve and Authorize an Increase in the President/CEO's Change Order Authority for Terminal Link Road Project at San Diego International Airport.**

**Recommendation:**

Adopt Resolution No. 2015-0077, approving and authorizing an increase in the President/CEO's change order authority from \$355,589 to an amount not to exceed \$670,000, for Project No. 104134, Terminal Link Road at San Diego International Airport.

**Background/Justification:**

On July 7, 2014, the San Diego County Regional Airport Authority Board ("Board") awarded and authorized the President/CEO to execute a contract with Hazard Construction Company in the amount of \$8,889,727.75.

The Terminal Link Road ("TLR") is a key component of the North Side Development, providing access to the Rental Car Center ("RCC") and new Economy Lot buses to the terminals on the south side of the airport (Attachment A). The TLR includes the construction of a perimeter road that begins at the proposed southerly end of Sassafras Street and terminates at a new signalized intersection on N. Harbor Drive, across from the existing U.S. Coast Guard facility. The North Side Development project scope also includes the widening of westbound N. Harbor Drive by one lane from the new signalized intersection to Winship Lane, construction of a new triturator facility, demolition of the existing triturator, and relocation of the existing Jet Blast Deflector ("JBD") to construct the new road.

Unexpected site conditions along N. Harbor Drive at the employee parking lot intersection and the associated redesign to address underground utility conflicts with SDG&E facilities have presented challenges and compensable delays. These challenges precluded progress in this area until the design changes could be approved by SDG&E thus delaying the removal of the existing equipment to allow street improvements to be completed.

Additional post-permit changes to the new U.S. Coast Guard intersection that are required by the City have also contributed to increased cost and construction delays. Due to the increased traffic on N. Harbor Drive, the City requested that the Left Turn phase out of the Coast Guard Station be eliminated and a raised median placed to ensure this movement is not permitted.

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Work performed within the Wind Tunnel facility required the removal of concrete foundations, replacement of a portion of the perimeter fence protecting the facility, and resurfacing that resulted in additional work for the contractor.

The electrical service serving the Port Parking lot located at Palm St. and Pacific Highway was removed as part of the Landmark Demolition project. This service was required to be reestablished, which required working with SDG&E to set a new transformer, place underground conduits, and install a meter pedestal to provide power to the property.

Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for more than \$5 million, which in this case is \$355,589. Therefore, staff is requesting that for the Hazard Construction Company contract, Authority Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$355,589 to an amount not to exceed \$670,000.

**Fiscal Impact:**

Adequate funds for the contract are included within the Board approved FY 2016 – FY 2020 Capital Program Budget in Project No. 104134, Terminal Link Road. Sources of funding for this project includes Airport Revenue Bonds, Customer Facility Charges and 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: The proposed Terminal Link Road project was evaluated subject to CEQA, Pub. Res. Code §21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01) certified May 1, 2008 and the North Side Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011.
- B. California Coastal Act Review: The proposed Terminal Link Road project requires review by the California Coastal Commission in accordance with the California Coastal Act. An application for the coastal development permit was submitted to the California Coastal Commission and was approved on August 14, 2013.

**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 could not exceed \$100,000 at the time of this solicitation, July 2014. 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.

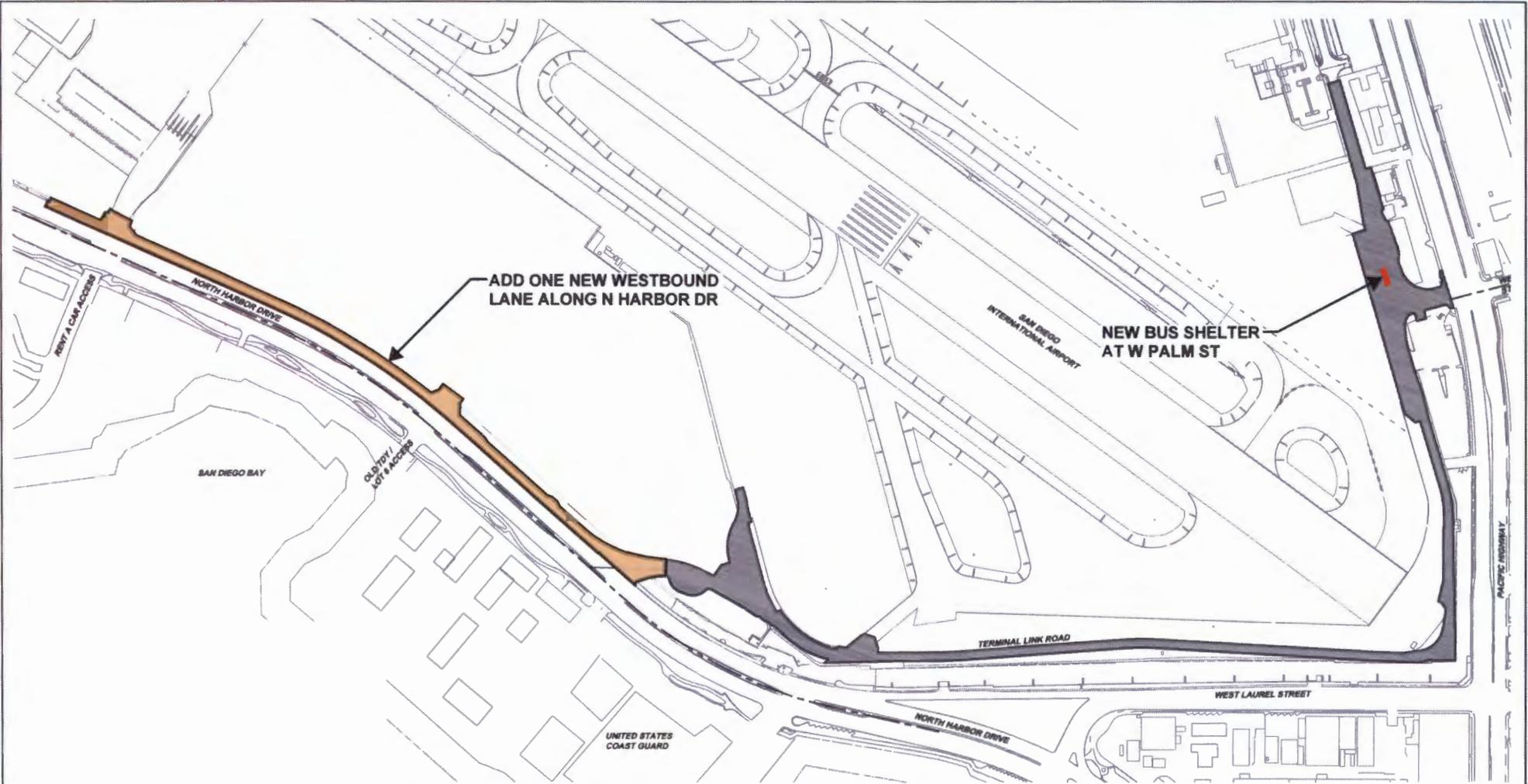
At the time of the original award, July 2014 and in accordance with Policy 5.14, Hazard Construction Company partially met the SBE goal of 37% with 14% certified small business participation for a 1% certified small business preference and partially met the SDVOSB goal of 3% for a 1% SDVOSB participation preference. At the time of the solicitation it was determined that the Authority's overall local business participation exceeded 60%, therefore no preference was applied for local business participation.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING

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# Attachment A



**SAN DIEGO INTERNATIONAL AIRPORT - TERMINAL LINK ROAD PROJECT**



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RESOLUTION NO. 2015-0077

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY FROM \$355,589 TO AN AMOUNT NOT TO EXCEED \$670,000, FOR PROJECT NO. 104134, TERMINAL LINK ROAD AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on July 7, 2014, the San Diego Regional Airport Authority ("Authority") Board ("Board") awarded a contract to Hazard Construction Company in the amount of \$8,889,727.75 for Terminal Link Road at San Diego International Airport [Resolution 2014-0071]; and

WHEREAS, during construction, unexpected site conditions along N. Harbor Drive at the employee parking lot intersection were encountered which resulted in underground utility conflicts with SDG&E facilities have presented challenges and compensable delays. These challenges precluded progress in this area until the design changes could be approved by SDG&E thus delaying the removal of the existing equipment to allow street improvements to be completed; and

WHEREAS, post-permit changes to the new U.S. Coast Guard intersection required by the City contributed to increased cost and construction delays. Due to the volume of traffic on Harbor Drive, the City requested that the Left Turn out of the Coast Guard Station be eliminated and a raised median placed to ensure this movement is not permitted; and

WHEREAS, work performed within the Wind Tunnel facility required the removal of concrete foundations, removal and replacement of a portion of the perimeter fence protecting the facility, and pavement resurfacing that resulted in additional work for the contractor; and

WHEREAS, the electrical service to the Port Parking lot located at Palm Avenue and Pacific Highway was removed as part of the Landmark Demolition project. This service was required to be reestablished. This required working with SDG&E to set a new transformer, place underground conduits, and install a meter pedestal to provide power to the property; and

WHEREAS, Authority Policy 5.02(4)(b)(iii) requires Board approval for change orders in excess of 4% of the original contract amount on contracts awarded for less than \$5 million, which in this case is \$355,589. Therefore, staff is requesting that for the Hazard Construction Company contract, Policy 5.02(4)(b)(iii) be waived and the maximum change order authorization limit for the President/CEO be increased from \$355,589 to an amount not to exceed \$670,000; and

WHEREAS, the Board believes it is in the best interest of the Authority, and the public that it serves, to waive Policy 5.02(4)(b)(iii) in this instance and authorize the President/CEO to approve change orders in an amount not to exceed \$670,000.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes an increase in the President/CEO's change order authority from \$355,589 to an amount not to exceed \$670,000 for Project No. 104134, Terminal Link Road at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board waives Policy 5.02(4)(b)(iii) as to the increase in the cost of this project; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority finds that the Terminal Link Road was evaluated subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code Section 21065 as a project component of the San Diego International Airport Master Plan Final Environmental Impact Report (SCH #2005091105; SDCRAA #EIR-06-01) certified May 1, 2008 and the North Side Improvements Final Supplemental Environmental Impact Report (also SCH #2005091105; SDCRAA #EIR-10-01) certified by the San Diego County Regional Airport Authority on September 1, 2011; and the proposed project will require review by the California Coastal Commission in accordance with the California Coastal Act.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
11**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Authorize the President/CEO to Execute a Memorandum of Understanding with the San Diego Association of Governments (SANDAG) for the 2013 - 2014 Fiscal Year California Department of Transportation (Caltrans) Transportation Planning Grant**

**Recommendation:**

Adopt Resolution No. 2015-0078, authorizing the President/CEO to execute a Memorandum of Understanding with the San Diego Association of Governments, for the 2013 – 2014 Fiscal Year Caltrans Transportation Planning Grant for reimbursement of \$88,504.

**Background/Justification:**

In September 2013, the Authority was awarded a 2013 – 2014 Fiscal Year Caltrans Transportation Planning Grant for preparation of the Airport Transit Plan - Phase II. The total cost of the Airport Transit Plan - Phase II is \$100,000. The amount of funding provided by the Grant is \$88,504 and the remaining \$11,496 is provided by a local cash match from the Authority. One of the requirements of the Grant is for SANDAG to act as a pass through for the funds provided by the Grant. In order for the Authority to be reimbursed for the \$88,504, a Memorandum of Understanding between the Authority and SANDAG is required. This requirement is contained in the Scope of Work for the Airport Transit Plan - Phase II in Section 2.0 SANDAG Oversight, 2.2 Grant MOU and Funds Transfer.

Given the importance of enhancing connectivity between San Diego International Airport and the San Diego region, and in meeting commitments of the Greenhouse Gas Memorandum of Understanding with the California Attorney General (GHG MOU), the Airport Transit Plan - Phase II is being completed. Completion of this Plan was assured by the award of the 2013 – 2014 Fiscal Year Caltrans Transportation Planning Grant. The Airport Transit Plan - Phase II includes the participation of and input from Caltrans, San Diego Association of Governments, Metropolitan Transit System, North County Transit District, City of San Diego, Port of San Diego, California Coastal Commission, Federal Aviation Administration, Civic San Diego, and California State Parks - Old Town. Presently underway, and being prepared by a transit consultant, the Airport Transit Plan - Phase II contains input from stakeholders evaluating alternatives and plans to make recommendations that will increase airport transit connectivity. This Plan will be completed by June 2016.

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In completing the Airport Transit Plan - Phase II, the Authority will continue to further implement recommended transit improvements of the original Airport Transit Plan that was completed in August 2008. The original Plan analyzed and evaluated potential remote terminal locations in areas that can be used by Airport passengers and employees travelling to and from San Diego International Airport.

The Authority staff will manage, identify and monitor transit planning needs to ensure that appropriate actions are being taken to address airport transit connectivity within the San Diego region. Authority staff will also manage and monitor the scope, budget, and schedule for the Airport Transit Plan - Phase II. This Plan is a continuation of the ongoing efforts of Authority Staff to identify alternative transportation options for Airport passengers and employees. The tasks identified in the 2013 – 2014 Fiscal Year Caltrans Transportation Planning Grant Application originally submitted by the Authority and awarded by Caltrans are consistent with these efforts.

**Proposed Action:**

Authorize the President/CEO to execute a Memorandum of Understanding with the San Diego Association of Governments for reimbursement of \$88,504 in funds awarded by the 2013-14 Fiscal Year Caltrans Transportation Planning Grant for preparation of the Airport Transit Plan - Phase II.

**Fiscal Impact:**

Adequate funding for on-call planning services is included in the adopted FY2015 and FY2016 Operating Expense Budgets within the Professional Services line item. Adequate funds for on-call planning services related to capital projects are included in the Board approved FY2016-2020 Capital Program Budget. Sources of funding will depend on the project(s) utilizing the services and includes, but are not limited to Airport Revenue Bonds, Passenger Facility Charges, Customer Facility Charges, Airport Cash, Special Facility Bonds, and Federal Entitlements and Discretionary Grants.

**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:**

KEITH WILSCHETZ  
PLANNING AND NOISE MITIGATION, DIRECTOR

RESOLUTION NO. 2015-0078

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG) FOR THE 2013-2014 FISCAL YEAR CALIFORNIA DEPARTMENT OF TRANSPORTATION PLANNING GRANT FOR REIMBURSEMENT OF \$88,504

WHEREAS, in September 2013, the San Diego County Regional Airport Authority was awarded a California Department of Transportation (Caltrans) Transportation Planning Grant for the preparation of the Airport Transit Plan - Phase II; and

WHEREAS, the Airport Transit Plan - Phase II is included in the 2013 - 2014 San Diego Association of Governments Overall Work Program; and

WHEREAS, preparation of the Airport Transit Plan - Phase II was initiated in November 2014, and is scheduled to be completed by June 2016. The San Diego County Regional Airport Authority will seek reimbursement for \$88,504 and the additional \$11,496 will consist of a local cash match. The total cost of the Airport Transit Plan – Phase II is \$100,000.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to execute a Memorandum of Understanding between the San Diego Association of Governments (SANDAG) and the San Diego County Regional Airport Authority for the 2013-2014 Fiscal Year Caltrans Transportation Planning Grant to provide a means of reimbursement to the San Diego County Regional Airport Authority for \$88,504 under the terms of the grant; and

BE IT FURTHER RESOLVED 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 its regular meeting this 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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

Item No.  
**12**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve and Authorize the President/CEO to Execute Modifications/  
Amendments to Concession Leases to Exempt Funds Derived from  
Contributions to the Good Traveler Carbon Offset Pilot Program from the  
Definition of "Gross Receipts"**

**Recommendation:**

Adopt Resolution No. 2015-0079, approving and authorizing the President/CEO to execute modifications/amendments to Concession Leases to exempt funds derived from the contributions to the Good Traveler Carbon Offset Pilot Program from the definition of "Gross Receipts".

**Background/Justification:**

At the June 25, 2015 Board meeting, Paul Manasjan, Director of Environmental Affairs, and Steve Statler, Cause Based Solutions, Inc., presented to the Board the San Diego International Airport's Good Traveler Carbon Offset Pilot Program ("Program"). This Program would allow travelers to fly carbon neutral by selling a portfolio of offsets to passengers using multiple touch points, including concessions, signage, tickets, displays, kiosks, web and mobile.

As part of the Program, the strategy that the executive team has approved is to offer travelers a choice of carbon offset projects for their funds to support.

Staff intends to include local projects amongst that portfolio so that San Diego based travelers are better able to relate to where their offset funds go to and so that any economic benefits the Program yields can be enjoyed by the community we serve. This should help to build a local coalition supporting the Program. The efficacy of the carbon reductions is not impacted by the location of the project, but a key driver for our strategy is to make peoples' contribution "meaningful" in order to kick-start adoption of this new offering.

The choice of offset provider partner for this initial pilot was partly driven by our partner (TerraPass's) ability to direct funds to a Californian reforestation project, whereas the other contenders did not have "in state" projects for us to use. There were no options available from any of the (sixty) suppliers Staff reviewed that funded San Diego projects.

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**Page 2 of 3**

As part of this next phase of the Program, Staff has already started to work through the feasibility of sponsoring San Diego carbon offset projects, with the potential to create new investment in our community. Staff is considering three opportunities: local reforestation, local thermal and sound insulation, and local solar power connected with housing for low income families.

Creating these projects is quite feasible, but takes time and commitment. Before we can persuade our partners to make investments into incremental projects, we need to establish the viability of our collecting funds from all the channels that SDCRAA has access to, including its concessions.

As the Concession Leases are currently written, any funds derived from the contributions to this Program would need to be included in a concessionaire's "Gross Receipts" and thus potentially subject to percentage rent. To encourage the fullest participation of the concessionaires in this Program, permission from the Board is respectfully requested to approve and allow the President/CEO, or her designee, the authority to execute modifications/amendments to the Concession Leases to exempt funds derived from the contributions to the Program from the definition of "Gross Receipts."

**Fiscal Impact:**

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

**Authority Strategies:**

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

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

**Environmental Review:**

A. 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:**

SCOTT BRICKNER  
VICE PRESIDENT, FINANCE & ASSET MANAGEMENT/TREASURER

RESOLUTION NO. 2015-0079

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE MODIFICATIONS/AMENDMENTS TO CONCESSION LEASES TO EXEMPT FUNDS DERIVED FROM THE CONTRIBUTIONS TO THE GOOD TRAVELER CARBON OFFSET PILOT PROGRAM FROM THE DEFINITION OF "GROSS RECEIPTS"

WHEREAS, at the June 25, 2015 Board meeting, Paul Manasjan, Director of Environmental Affairs, and Steve Statler, Cause Based Solutions, Inc., presented to the Board the San Diego International Airport's Good Traveler Carbon Offset Pilot Program ("Program"); and

WHEREAS, this Program would allow passengers to fly carbon neutral by selling a portfolio of offsets to travelers using multiple touch points, including concessions, signage, tickets, displays, kiosks, web and mobile; and

WHEREAS, as the Concession Leases are currently written, any funds derived from the contributions to this Program would need to be included in a concessionaire's "Gross Receipts" and thus potentially subject to percentage rent; and

WHEREAS, to encourage the fullest participation of the concessionaires in this Program, permission from the Board is respectfully requested to approve and allow the President/CEO, or her designee, the authority to execute modifications/amendments to the Concession Leases to exempt funds derived from the contributions to the Program from the definition of "Gross Receipts;" and

WHEREAS, the Board believes it is in the best interest of the Authority and the public it serves for the Board to approve and allow the President/CEO, or her designee, the authority to execute modifications/amendments to the Concession Leases to exempt funds derived from the contributions to the Program from the definition of "Gross Receipts."

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute modifications/amendments to Concession Leases to exempt funds derived from the contributions to the Good Traveler Carbon Offset Pilot Program from the definition of "Gross Receipts;" and

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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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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

**Item No.  
13**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Award a Contract to G&G Specialty Contractors, Inc., for Quieter Home Program Phase 8, Group 8, Project No. 380808 (40 Historic and Non-Historic Single and Multi-Family Units on 13 Residential Properties Located East and West of the Airport)**

**Recommendation:**

Adopt Resolution No. 2015-0074, awarding a contract to G&G Specialty Contractors, Inc., in the amount of \$1,503,140, for Phase 8, Group 8, Project No. 380808, 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 8, Group 8, project includes installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels in 40 historic and non-historic single and multi-family units on 13 residential properties located east and west of the airport (refer to Attachment A).

To date, the Program has completed 3,209 residences, of which 797 are historic and 2,412 are non-historic. Out of the 3,209 total residences, 2,058 are located west of SDIA and 1,151 are located east of SDIA.

Project No. 380808 was advertised on May 19, 2015, and bids were opened on June 18, 2015. The following bids were received (refer to Attachment B):

<b>Company</b>	<b>Total Bid</b>
G&G Specialty Contractors, Inc.	\$1,503,140
S&L Specialty Contracting, Inc.	\$1,565,550

The Engineer's estimate is \$1,445,224.

The low bid of \$1,503,140, 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 \$1,503,140.

**Fiscal Impact:**

Adequate funds for the contract with G&G Specialty Contractors, Inc. is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include Federal Airport Improvement Program grants and Passenger Facility Charges.

**Authority Strategies:**

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 a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."
- B. California Coastal Act. This Board action is a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §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 Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – "Improvements to Single-Family Residences." The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – "Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits."

**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.

**Page 3 of 3**

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. proposed 6.79 % DBE participation on QHP Phase 8, Group 8.

**Prepared by:**

KEITH WILSCHETZ  
DIRECTOR, AIRPORT PLANNING AND NOISE MITIGATION

Homes in this contract are located both east and west of the airport in these two areas.



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Map Notes:  
Staff Report Attachment A

1 inch = 3,898 feet

Land Use - SanGIS 2/07

- Single-Family Residential
- Multi-Family Residential
- Condominiums

- QHP Completed
- QHP Ineligible
- County Parcel

- 67 dB Boundary
- 65 dB CNEL Contour
- a Address Point

San Diego County Regional Airport Authority  
Quieter Home Program  
Project 380808

**TITLE: QUIETER HOME PROGRAM PROJECT NO. 380808**  
**BIDS OPENED: June 18, 2015, 2:00 p.m.**  
**ENGINEER'S ESTIMATE: \$1,445,224.00**

CONTRACTOR:				G&G Specialty Contractors, Inc.				S&L Specialty Contracting, Inc.				
ADDRESS:				1221 N. Mondel Drive, Gilbert, AZ 85233				315 S. Franklin Street, Syracuse, NY 13202				
GUARANTEE OF GOOD FAITH:				Hartford Casualty Insurance Company				Hartford Casualty 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)	General Construction (In Figures)	HVAC Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
380808.01	Alan 2575 Russ Blvd	1	Lump Sum	29,219.00	7,113.00	2,850.00	39,182.00	27,000.00	9,000.00	4,000.00	40,000.00	
380808.03	Camacho 3709 Lotus Dr	1	Lump Sum	42,022.00	2,150.00	450.00	44,622.00	51,500.00	1,000.00	500.00	53,000.00	
380808.04	Decker 2988 Wing St	1	Lump Sum	27,244.00	9,163.00	3,250.00	39,657.00	30,000.00	8,000.00	3,000.00	41,000.00	
380808.07	Jensen 2828 Poinsettia Dr	1	Lump Sum	39,217.00	10,163.00	3,350.00	52,730.00	45,000.00	9,000.00	3,000.00	57,000.00	
380808.09	Layous 3111 Shadowlawn St	1	Lump Sum	50,514.00	10,963.00	3,450.00	64,927.00	61,000.00	11,000.00	4,000.00	76,000.00	
380808.10	Magee 1218 N. 31 <sup>st</sup> St	1	Lump Sum	18,427.00	2,200.00	3,250.00	23,877.00	16,000.00	3,000.00	7,000.00	26,000.00	
380808.10	Magee 1220 N. 31 <sup>st</sup> St	1	Lump Sum	22,076.00	2,200.00	3,400.00	27,676.00	24,000.00	3,000.00	4,000.00	31,000.00	
380808.10	Magee 1222 N. 31 <sup>st</sup> St	1	Lump Sum	24,613.00	2,200.00	5,250.00	32,063.00	25,000.00	3,000.00	7,000.00	35,000.00	
380808.12	Mitch 2970 Poinsettia Dr	1	Lump Sum	29,680.00	10,163.00	3,400.00	43,243.00	32,000.00	9,000.00	4,000.00	45,000.00	
380808.14	Rich 1820 4th Ave, Unit 1	1	Lump Sum	29,752.00	2,200.00	33,750.00	65,702.00	26,000.00	3,000.00	18,000.00	47,000.00	
380808.14	Rich 1820 4th Ave, Unit 2	1	Lump Sum	21,831.00	2,200.00	700.00	24,731.00	21,000.00	3,000.00	1,000.00	25,000.00	
380808.14	Rich 1820 4th Ave, Unit 3	1	Lump Sum	17,022.00	2,200.00	850.00	20,072.00	15,000.00	3,000.00	2,000.00	20,000.00	
380808.14	Rich 1820 4th Ave, Unit 4	1	Lump Sum	18,581.00	2,200.00	850.00	21,631.00	16,000.00	3,000.00	2,000.00	21,000.00	
380808.14	Rich 1820 4th Ave, Unit 5	1	Lump Sum	13,433.00	2,200.00	700.00	16,333.00	11,000.00	3,000.00	1,000.00	15,000.00	
380808.14	Rich 1820 4th Ave, Unit 6	1	Lump Sum	22,244.00	2,200.00	700.00	25,144.00	22,000.00	3,000.00	1,000.00	26,000.00	
380808.14	Rich 1820 4th Ave, Unit 7	1	Lump Sum	22,573.00	2,200.00	850.00	25,623.00	22,000.00	3,000.00	2,000.00	27,000.00	
380808.14	Rich 1820 4th Ave, Unit 8	1	Lump Sum	18,152.00	2,200.00	850.00	21,202.00	17,000.00	3,000.00	2,000.00	22,000.00	
380808.14	Rich 1820 4th Ave, Unit 9	1	Lump Sum	18,130.00	2,200.00	700.00	21,030.00	17,000.00	3,000.00	4,000.00	24,000.00	
380808.14	Rich 1820 4th Ave, Unit 10	1	Lump Sum	18,225.00	2,200.00	700.00	21,125.00	18,000.00	3,000.00	1,000.00	22,000.00	
380808.14	Rich 1820 4th Ave, Unit 11	1	Lump Sum	18,096.00	2,200.00	700.00	20,996.00	17,000.00	3,000.00	1,000.00	21,000.00	
380808.14	Rich 1820 4th Ave, Unit 12	1	Lump Sum	19,686.00	2,200.00	850.00	22,736.00	19,000.00	3,000.00	2,000.00	24,000.00	
380808.14	Rich 1820 4th Ave, Unit 13	1	Lump Sum	19,648.00	2,200.00	700.00	22,548.00	20,000.00	3,000.00	1,000.00	24,000.00	
380808.14	Rich 1820 4th Ave, Unit 14	1	Lump Sum	22,590.00	2,200.00	850.00	25,640.00	22,000.00	3,000.00	2,000.00	27,000.00	
380808.14	Rich 1820 4th Ave, Unit 15	1	Lump Sum	22,592.00	2,200.00	850.00	25,642.00	22,000.00	3,000.00	2,000.00	27,000.00	
380808.14	Rich 1820 4th Ave, Unit 16	1	Lump Sum	18,172.00	2,200.00	850.00	21,222.00	17,000.00	3,000.00	5,000.00	25,000.00	
380808.14	Rich 1820 4th Ave, Unit 17	1	Lump Sum	21,430.00	2,200.00	1,000.00	24,630.00	23,000.00	3,000.00	2,000.00	28,000.00	
380808.14	Rich 1820 4th Ave, Unit 18	1	Lump Sum	18,172.00	2,200.00	850.00	21,222.00	17,000.00	3,000.00	2,000.00	22,000.00	
380808.14	Rich 1820 4th Ave, Unit 19	1	Lump Sum	18,112.00	2,200.00	850.00	21,162.00	16,000.00	3,000.00	2,000.00	21,000.00	
380808.14	Rich 1820 4th Ave, Unit 20	1	Lump Sum	19,506.00	2,200.00	850.00	22,556.00	19,000.00	3,000.00	2,000.00	24,000.00	
380808.14	Rich 1820 4th Ave, Unit 21	1	Lump Sum	19,506.00	2,200.00	850.00	22,556.00	18,000.00	3,000.00	2,000.00	23,000.00	
380808.14	Rich 1820 4th Ave, Unit 22	1	Lump Sum	24,034.00	2,200.00	850.00	27,084.00	24,000.00	3,000.00	2,000.00	29,000.00	
380808.14	Rich 1820 4th Ave, Unit 23	1	Lump Sum	23,341.00	2,200.00	850.00	26,391.00	24,000.00	3,000.00	6,000.00	33,000.00	
380808.14	Rich 1820 4th Ave, Unit 24	1	Lump Sum	18,189.00	2,200.00	850.00	21,239.00	17,000.00	3,000.00	2,000.00	22,000.00	
380808.14	Rich 1820 4th Ave, Unit 25	1	Lump Sum	18,966.00	2,200.00	850.00	22,016.00	19,000.00	3,000.00	2,000.00	24,000.00	
380808.14	Rich 1820 4th Ave, Unit 26	1	Lump Sum	18,627.00	2,200.00	850.00	21,677.00	18,000.00	3,000.00	2,000.00	23,000.00	
380808.15	Ross 2258 Caminito Pescado, Unit 11	1	Lump Sum	49,566.00	12,163.00	2,950.00	64,679.00	54,000.00	10,000.00	3,000.00	67,000.00	
380808.17	Sanderson 3242 Xenophon St	1	Lump Sum	55,955.00	12,663.00	4,400.00	73,018.00	64,000.00	12,000.00	4,000.00	80,000.00	
380808.22	Wildman 2380 Rosecrans St	1	Lump Sum	49,854.00	12,663.00	4,050.00	66,567.00	52,000.00	12,000.00	7,000.00	71,000.00	
380808.23	Wylie 2848 Ash St	1	Lump Sum	86,578.00	19,063.00	4,900.00	110,541.00	87,000.00	19,000.00	5,000.00	111,000.00	
380808.24	Outland 2255 Caminito Pajanto, Unit 187	1	Lump Sum	49,635.00	14,163.00	3,100.00	66,898.00	52,000.00	10,000.00	3,000.00	65,000.00	
							<b>Subtotal</b>	<b>\$1,381,590.00</b>			<b>Subtotal</b>	<b>\$1,444,000.00</b>
							Allowance for Structural, HVAC, Electrical Repairs	79,000.00			Allowance for Structural, HVAC, Electrical Repairs	79,000.00
							Building and Utility Permits and Fees	40,000.00			Building and Utility Permits and Fees	40,000.00
							Allowance for 150 Required T-Shirts	2,550.00			Allowance for 150 Required T-Shirts	2,550.00
							<b>TOTAL BID</b>	<b>\$1,503,140.00</b>			<b>TOTAL BID</b>	<b>\$1,565,550.00</b>

Addendas No. 1 & 2 noted

Addendas No. 1 & 2 noted

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RESOLUTION NO. 2015-0074

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 \$1,503,140 FOR PHASE 8, GROUP 8, PROJECT NO. 380808, 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 ("Airport"); and

WHEREAS, Phase 8, Group 8, of the Program will include installation of new acoustical windows, doors, insulation, and ventilation improvements to reduce aircraft-related noise levels inside 40 historic and non-historic single and multi-family units on 13 residential properties located east and west of the Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 8, Group 8, on May 19, 2015; and

WHEREAS, on June 18, 2015, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the low bidder G&G Specialty Contractors, Inc., submitted a bid of \$1,503,140; 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 8, 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 \$1,503,140, for Phase 8, Group 8, Project No. 380808, of the San Diego County Regional Airport Authority's Quieter Home Program; and

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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 finds that this is a "project" as defined by the California Environmental Quality Act ("CEQA"), Cal. Pub. Res. Code §21065; and is a "development," as defined by the California Coastal Act, Cal. Pub. Res. Code §30106 and that the individual Quieter Home Program projects are categorically exempt from the CEQA under Cal. Code Regs. §15301(f), "Existing Facilities," and are exempt from coastal permit requirements under Cal. Pub. Res. Code §§30610(a) and 30610(b) and 14 Cal. Code Regs. §§13250 and 13253.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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

Item No.  
**14**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Approve and Authorize the President/CEO to Execute a Contract to Ricondo & Associates, Inc. and to Coffman Associates, Inc. to Provide On-Call Airport Land Use Compatibility Planning Technical Services**

**Recommendation:**

Adopt Resolution No. 2015-0075, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Ricondo & Associates, Inc. in an amount not-to-exceed \$2,000,000, to provide on-call Airport Land Use Compatibility Planning technical services; and

Adopt Resolution No. 2015-0076, authorizing the President/CEO to execute a three-year contract, with two one-year extensions, to Coffman Associates, Inc. in an amount not-to-exceed \$1,000,000, to provide on-call Airport Land Use Compatibility Planning technical services.

**Background:**

The San Diego County Regional Airport Authority is the Airport Land Use Commission (ALUC) responsible for coordinating airport land use compatibility planning with local agencies within San Diego County. That objective is accomplished by adopting Airport Land Use Compatibility Plans (ALUCPs) for each of the 16 public-use and military airports in the county (Cal. Pub. Util. Code §21670.3).

In order to fulfill its statutory mandates as the ALUC, the Authority must obtain the technical services necessary to complete Naval Air Station (NAS) North Island ALUCP and to update/amend the existing Urban, Rural, and military ALUCPs as necessary. Technical support is also necessary for land use consistency determination and for a variety of other land use planning tasks that unexpectedly arise throughout the term of the contract. Past examples of such tasks have included analyzing the light poles at Point Loma High School and the proposed Ferris Wheel on the Embarcadero.

On April 13, 2015, the Authority issued a Request for Proposals (RFP) seeking proposals from firms to provide on-call Airport Land Use Compatibility Technical Support. The RFP was available for 33 days, closing on May 15, 2015. A non-mandatory, pre-submittal conference was held on May 6, 2015 to respond to any questions from potential proposers. The response to questions was posted as an addendum to the RFP.

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**Page 2 of 4**

The Authority received two proposals in response to the RFP. The respondents were:

1. Ricondo & Associates
2. Coffman Associates, Inc.

The proposals were evaluated by the following panel:

- Director, Airport Planning and Noise Mitigation
- Manager, Airport Planning
- Director, Inter-Governmental Relations
- Director, Vision, Voice, and Engagement
- Program Manager, Airport Noise Mitigation

Both firms were invited to interview with the panel on June 5, 2015. The respondents were asked to provide responses to a specific list of questions, prepared by the panel, which targeted the evaluation criteria presented in the RFP. Panelist scoring was as follows:

<b>Firms</b>	<b>Panelist 1</b>	<b>Panelist 2</b>	<b>Panelist 3</b>	<b>Panelist 4</b>	<b>Panelist 5</b>	<b>Total</b>	<b>Rank</b>
Coffman Associates	1	1	2	2	1	7	1
Ricondo & Associates	2	2	1	1	2	8	2

<b>Firms</b>	<b>SB Preference</b>	<b>Cost / Fees</b>	<b>Organization Structure</b>	<b>Primary Staff</b>	<b>Experience &amp; Skill</b>	<b>Total</b>
Coffman Associates	0	750	440	1880	1505	4575
Ricondo & Associates	0	600	460	1840	1645	4545

The panelists determined that both firms are well qualified to perform the requested services and concluded that it is in the best interest of the Authority to split the services into two parts. This approach would allow the Authority to choose the best resources for each upcoming task and also allow both firms to work simultaneously, to complete all tasks as expeditiously as possible.

Each contract is for on-call services and each will make available to the Authority a variety of technical support services in support of land use compatibility and consistency determinations. As proposed, Coffman Associates would be awarded a \$1 million on-call contract, and Ricondo & Associates would be awarded a \$2 million on-call contract. The primary task for the Coffman Associates team will be updating the Urban, Rural and military ALUCPs, as necessary. The Ricondo & Associates contract will focus on preparing the ALUCP for NAS North Island and the associated environmental analysis (presumably an Environmental Impact Report, or EIR). Both contracts will include extensive public outreach. As each contract would be "on-call," funds would only be used if they are needed. For example, if the public outreach for one or both contracts is actually less than initially anticipated, less budget would be used.

**Justification:**

Since the ALUC was created in 2003, the Authority has spent an average of \$700,830.00 annually for Airport Land Use Compatibility Planning technical services. This investment has resulted in the adoption of 14 ALUCPs, including two Environmental Impact Reports or EIRs (SDIA and MCAS Miramar), the development of one draft ALUCP (NOLF Imperial Beach), substantial technical support for land use compatibility consistency determinations, and extensive technical assistance to local jurisdictions, developers, property owners and home owners throughout San Diego County.

To put the proposed \$2 million budget for NAS North Island in perspective, the SDIA ALUCP cost a total of \$2,994,486 in technical consulting services. This cost included \$1,809,777 for project support, community outreach, and ALUCP preparation, as well as \$1,184,709 for preparation of the EIR. While the NAS North Island ALUCP is not expected to be as technically challenging as the ALUCP for SDIA, the public outreach component is expected to be more extensive. An EIR is also expected to be prepared for NAS North Island, similar to SDIA. Therefore, the proposed \$2 million budget for NAS North Island is expected to be reasonable.

Both Land Use On-Call contracts will also be used to analyze a variety of proposed land uses issues, such as:

- Broadway Pier/Wings of Freedom
- Balboa Skyway (Gondola)
- Lights at Point Loma High School
- Ferris Wheel (Midway)
- Coordination with SD Unified Port District on their Master Plan Update, identifying specific effects of ALUCP standards on Port property
- Review of multiple development proposals near Oceanside
- Review of multiple proposed development projects at McClellan Palomar
- Review of proposed development projects in Little Italy

**Fiscal Impact:**

The anticipated combined budget for both contracts would be \$3,000,000 for an initial term of three years with an option for two one-year extensions, exercised at the sole discretion of the President/CEO. Adequate funds for both contracts for the first and second contract years are included in the adopted FY2016 and conceptually approved FY2017 Operating Expense Budgets within the Services – Other Professional line item. Funding for potential future contract extensions will be included in future year budget requests.

**Authority Strategies:**

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

- Community Strategy  
  Customer Strategy  
  Employee Strategy  
  Financial Strategy  
  Operations Strategy

**Environmental Review:**

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

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

**Application of Inclusionary Policies:**

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 \$200,000. 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, the recommended firms Ricondo & Associates, Inc. and Coffman Associates, Inc. did not receive the small business preference.

**Prepared by:**

ANGELA JAMISON  
MANAGER, AIRPORT PLANNING

RESOLUTION NO. 2015-0075

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A THREE-YEAR CONTRACT WITH TWO ONE-YEAR EXTENSIONS, TO RICONDO & ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$2,000,000 TO PROVIDE ON-CALL AIRPORT LAND USE COMPATIBILITY PLANNING TECHNICAL SERVICES

WHEREAS, the Airport Authority, in its capacity as the Airport Land Use Commission (ALUC) for San Diego County, is statutorily mandated to develop Airport Land Use Compatibility Plans (ALUCPs) for all public-use and military airports within the county; and

WHEREAS, the Authority requires on-call airport land use compatibility planning technical services in support of ALUCP development and revisions/amendments to existing ALUCPs; and

WHEREAS, a Request For Proposals was advertised in the *San Diego Daily Transcript* and on the Authority's website on April 13, 2015; and

WHEREAS, a competitive solicitation process was facilitated by the Procurement Department, with evaluation panel members from Airport Planning and Noise Mitigation, Inter-Governmental Affairs, and Vision, Voice, and Engagement; and

WHEREAS, the evaluation panel determined that Ricondo & Associates, Inc. is one of the two top ranked firms best suited to respond to the anticipated tasks in this solicitation.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to execute a three-year contract to Ricondo & Associates, Inc. in an amount not to exceed \$2,000,000 to provide on-call airport land use compatibility planning technical services; and

BE IT FURTHER RESOLVED that the Board authorizes two one-year options to renew the contract, provided funds remain available and would not exceed the authorization amount, at the sole discretion of the President/CEO; and

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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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

RESOLUTION NO. 2015-0076

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A THREE-YEAR CONTRACT WITH TWO ONE-YEAR EXTENSIONS, TO COFFMAN ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$1,000,000 TO PROVIDE ON-CALL AIRPORT LAND USE COMPATIBILITY PLANNING TECHNICAL SERVICES

WHEREAS, the Airport Authority, in its capacity as the Airport land use Commission (ALUC) for San Diego County, is statutorily mandated to develop Airport Land Use Compatibility Plans (ALUCPs) for all public-use and military airports within the county; and

WHEREAS, the Authority requires on-call airport land use compatibility planning technical services in support of ALUCP development and revisions/amendments to existing ALUCPs; and

WHEREAS, a Request For Proposals was advertised in the San Diego Daily Transcript and on the Authority's website on April 13, 2015; and

WHEREAS, a competitive solicitation process was facilitated by the Procurement Department with evaluation panel members from Airport Planning and Noise Mitigation, Inter-Governmental Affairs, and Vision, Voice, and Engagement; and

WHEREAS, the evaluation panel determined that Coffman Associates, Inc. is one of the two top ranked firms best suited to respond to the anticipated tasks in this solicitation.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby authorizes the President/CEO to execute a three-year contract to Coffman Associates, Inc. in an amount not to exceed \$1,000,000 to provide on-call airport land use compatibility planning technical services.

BE IT FURTHER RESOLVED that the Board authorizes two one-year options to renew the contract, provided funds remain available and would not exceed the authorization amount, at the sole discretion of the President/CEO; 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 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



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

**Item No.  
15**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Renewal of the Employee Benefits Program for 2016**

**Recommendation:**

Adopt Resolution No. 2015-0080, approving the renewal of the Employee Benefits Program for 2016.

**Background/Justification:**

On June 17, 2015 the Executive Personnel and Compensation Committee ("Committee") received a presentation from staff with a recommendation on the renewal of the employee benefits program for 2016. Staff's recommendation results in a 4.61% increase in employer benefits cost for calendar year 2016, while still offering a savings of \$181,782 (3.41%) compared to budgeted expense for the same period. The Committee unanimously voted to forward the item to the Board for approval.

As a sustainable business practice the San Diego County Regional Airport Authority ("Authority") provides a comprehensive employee benefit program designed to assure quality care at an affordable price while maintaining the Authority's position as an Employer of Choice. An Employer of Choice is an organization with practices and a culture which allows the employer to attract and retain the top talent necessary to execute the business strategy. The business value of remaining an Employer of Choice is a stable and engaged workforce which equates to higher productivity and an avoidance of the costs associated with employee turnover. This strategy over the past thirteen years has enabled the Authority to attract and retain top talent which, in turn, has enhanced the Authority's ability to successfully execute its strategic initiatives.

Medical benefits are the cornerstone of the benefits program. In 2012, the Authority initiated a four-year effort to ensure quality coverage remained sustainable given the rising cost of healthcare. As part of that effort, plan options were expanded to include a Narrow Network HMO and High Deductible Health Plan (HDHP), which provide greater choice and quality care at a lower cost. Since offering four health plans side-by-side, employees continue to migrate to these plans with 45% of the enrollments in these options in 2015.

Concurrent with the introduction of the above plans, the Authority started to benchmark premium contribution models in the markets in which the Authority competes for talent. Historically, 100% of Employee Only premiums were paid for by the Authority. Benchmarking indicated the Authority could increase the Employee Only contribution

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rate and remain competitive. As a result, incremental increases in the Employee Only premium contribution rate were scheduled for 2014 and 2016. For the first time in 2014 individual employees contributed 5% toward premiums if participating in Wellness ("Wellness") and 10% if not participating in Wellness ("non-Wellness"). Participation in Wellness requires biometric screening and completion of a Personal Health Profile. In 2016 the second increase is scheduled to take effect, raising premium contributions to 10% for Wellness and 15% for non-Wellness. With the 10% Wellness/15% non-Wellness contributions in 2016, the Authority will have achieved a market competitive cost share position with the Authority contributing approximately 81% of aggregate premium costs and employees 19%.

Finally, a commitment to Wellness programs was reaffirmed to bring awareness to both individual and aggregate population health risks, to encourage proactive health management, and to better educate the employee population as savvy consumers of healthcare. These efforts have contributed to the Authority's ability to achieve an average medical renewal increase rate of 5.6% over the past 5 years, which is below the national average of 7.1% as reported by the Price Waterhouse Coopers Health Research Institute.

This year an Employee Benefits Task Force ("Task Force") was again utilized along with the support and expertise of the Authority's consultants, Willis Insurance Services of San Diego, to review and assess renewal options. The Task Force was comprised of fifteen members representing all organizational divisions, employee levels (from director to individual employee), as well as represented and unrepresented employees. The Task Force reviewed:

- the Authority's 2015 enrollment data,
- current plan cost-drivers,
- marketing competitive rates,
- plan design options,
- wellness programs,
- contribution rates,
- benchmarking,
- past and future mandates under the Affordable Care Act ("ACA"),
- and, the emerging public and private exchanges impacting the market in an effort to identify a cost effective program recommendation for 2016.

The proposed renewal recommendation maintains quality care and, with the anticipated employee premium contribution rates, would offer a \$181,782 (3.41%) annual projected calendar year budget savings as summarized below.

**Authority Paid Premium Costs**

Description	Current 2015	Proposed Renewal 2016	% Change	Budgeted 2016 Costs	\$ Diff	%
Medical	\$4,218,708	\$4,431,094*	5.03%	\$4,603,254	(\$172,160)	(3.73%)
Dental	\$326,419	\$335,672	2.83%	\$345,294	(\$9,622)	(2.78%)
Other lines (Life, Disability, HealthAdvocate)	\$259,536	\$259,536	0.00%			
<b>TOTAL</b>	<b>\$4,804,663</b>	<b>\$5,036,302</b>	<b>4.61%</b>	<b>\$5,208,083</b>	<b>(\$181,782)</b>	<b>(3.41%)</b>

\* Assumes Renewal @ 90% Medical Cost-Share for Wellness

The Authority Wellness program integrates awareness, education and incentives to increase healthcare consumer awareness and risk management. The program provides a \$250 individual employee and a \$200 spousal/domestic partner incentive, if enrolled in an Authority health plan, for participation in Wellness. In addition, for those on Authority medical plans, an additional penalty, equivalent to 5% of the Employee Only premium, is applied for not participating in Wellness. Approximately 93% of Authority employees and 48% of enrolled spouses/domestic partners participated in Wellness for the 2015 plan year. As reported to the Executive Personnel & Compensation Committee in January of this year, a post enrollment period survey indicated that about 2/3 of respondents who did not participate in Wellness would have done so if there were more time or it were more convenient to complete.

The current renewal proposal also includes a scheduled 5% increase to the Employee Only premium cost share. As noted previously, prior to 2014, 100% of Employee Only premiums were paid for by the Authority. As a result of market benchmarking and subsequent collective bargaining, employees began contributing 5% toward the premium cost for Employee Only coverage with Wellness and 10% for non-Wellness in 2014. In 2016 the cost share percentage for Employee Only premiums will increase to 10% with Wellness and 15% with non-Wellness. The Plus One and Family premium cost share had been established in a manner that was market competitive and, as a result, has not changed. All premium cost share requirements, including the 2016 scheduled increase, are contained in the three collective bargaining agreements with Teamsters, Local 911 and are effective through September 30, 2017.

**Page 4 of 6**

With regard to medical premium rates, Anthem Blue Cross proposed a high initial renewal rate of 12.9%. The renewal was based on several components including:

- Pooled HMO experience data (includes other employers)
- Partial PPO/HDHP experience rating (premium to claims loss ratio)
- Number of claims over \$25,000
- Anthem base trend numbers (HMO Medical 7.4%/Rx 18.4% and PPO+HDHP Medical 7.5%/Rx 18.4%)
- ACA fees for 2016

For 2015 the Authority's Premium to Claims Loss-Ratio was trending significantly upward on the PPO/HDHP at 87.6% (Medical/Rx Premium: \$792,990 vs. Medical/Rx Claims: \$695,329). This compared to a 72% ratio in 2014 and 65% in 2013. Due to capitation in the HMO, Authority data is pooled with other employers and is not available. Capitation refers to a payment arrangement in which a set amount is paid to an HMO for each enrolled person assigned to them, per period of time, whether or not that person seeks care.

Based on Anthem's initial renewal rate, competitive medical plan bids were requested from Aetna, Cigna, Blue Shield, Sharp Health Plan, Health Net and United Health Care. Based on our population, plan design and experience rating only Sharp Health Plan and United Healthcare were able to offer competitive quotes. As a result of these quotes Willis Insurance Services, the Authority's broker, was also able to further negotiate with Anthem for a final renewal quote of 7.5%, which includes a 3.4% medical increase attributable to ACA fee impacts in 2016.

The Task Force evaluated the three quotes and recommended remaining with Anthem Blue Cross based on the following criteria:

1. Competitiveness of rates
2. Comprehensiveness of networks (physician, hospital)
3. Plan Design Match (copays, coinsurance)
4. Plan Design Options (offers all 4 medical options: Full HMO, narrow network HMO, PPO, and HSA)
5. Impact of mandated plan changes and ACA taxes

Another component of this year's medical renewal is a recommended PPO Plan rate tier adjustment. A traditional tiering would use the Employee Only rate as a base rate. The Plus One rate would be two times the base rate, and the Family rate would be three times the base rate. The current PPO plan structure inflates the Employee Only rate and will be a concern on January 1, 2018 when the scheduled ACA Cadillac Tax takes effect. The ACA will apply a 40% tax on medical and Flexible Spending Account premiums beyond annual premium limits. The individual premium limit will be \$11,850 and the family limit will be \$30,950. If the PPO plan is left as currently tiered, it is likely the Authority could reach the allowable individual limit in 2018. Staff is recommending a two-year stepped redistribution of the premiums into a traditional tier model, thereby limiting any potential tax implications.

**Page 5 of 6**

Finally, with regard to Medicare eligible retirees, the Authority has negotiated a 5.7% rate increase. Currently we have approximately 29 Medicare eligible members (retirees plus dependents) enrolled on the Authority's plan at reduced premium rates. The Authority continues to attempt to identify plan alternatives designed specifically to work as supplemental to Medicare. To date no other alternative carriers have been willing to bid for this business without at least 50 members.

On other lines, Delta Dental proposed an initial renewal of 5.7%. Through negotiation a 2.8% increase was achieved with a two-year rate guarantee. This rate also includes 1.6% increase attributable to ACA fee impacts in 2016. Ancillary lines of coverage are in a previously negotiated two year rate guarantee that continues through 2016, thus retaining the current quality coverage with no annual cost increases.

The proposed recommendation retains the quality of care, advances employee wellness, achieves a market competitive cost share, and demonstrates fiscal responsibility with an aggregate 4.61% Authority and total (including employee contribution) 6.7% rate increase for all benefit programs in the 2016 plan year.

Therefore, staff recommends that the following Authority benefit programs be approved for 2016:

- Renew current Medical, Dental, Vision and Basic Life/AD&D plans
  - Phase in the redistribution of PPO plan rates over a two-year period (2016 and 2017)
- Continue to offer four Anthem medical plan options:
  - HMO Full Network and HMO "Narrow Network"
  - Classic PPO and High Deductible/ Health Savings Arrangement Plan
- Implement planned 10% Employee Only premium cost share with the current Wellness Program participation incentives for biometric screening and a Personal Health Profile (PHP) which include:
  - A \$250 FSA/457 Deferred Compensation deposit for employee participation
  - A \$200 FSA/457 Deferred Compensation deposit to engage Anthem covered spouses and registered domestic partners
  - An employee non-participation penalty equivalent to 5% of the Employee Only premium
- Maintain the Employee Assistance Program through Anthem Blue Cross
- Maintain Third Party Administration of Flexible Spending Account (FSA), VEBA, COBRA and Retiree billing administration with TASC/Genesis Benefits

The Authority will continue to offer the following additional voluntary benefits products at no cost to the Authority with 100% of the premium costs paid by employees:

- Long-Term Disability
- Voluntary Term Life and AD&D Insurance
- Accident/Cancer/Hospital Protection/Specified Health Insurance
- Pre-paid Legal coverage
- Long Term Care Insurance

**Fiscal Impact:**

Adequate funding for 2016 Employee Benefits Renewal is included in the adopted FY 2016 and conceptually approved FY 2017 Budgets within the benefits line items.

**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:**

KURT GERING  
DIRECTOR, TALENT, CULTURE & CAPABILITY

RESOLUTION NO. 2015-0080

A RESOLUTION OF THE BOARD OF THE  
SAN DIEGO COUNTY REGIONAL AIRPORT  
AUTHORITY, APPROVING THE RENEWAL OF THE  
EMPLOYEE BENEFITS PROGRAM FOR 2016

WHEREAS, the San Diego County Regional Airport Authority ("Authority") provides a health and welfare benefits program for Authority employees; and

WHEREAS, the Authority intends to renew the benefits program; and

WHEREAS, in order to assist the Board with evaluating options during the renewal process, staff, through the Authority's broker of record, Willis Insurance Services San Diego, has canvassed the marketplace and obtained proposals from insurance carriers as well as benefit providers and carefully analyzed the responses; and

WHEREAS, the Board has determined that investing in employee wellness initiatives has the impact of reducing future plan costs and wishes to continue to support such programs; and

WHEREAS, the Board considered the information provided by staff and has reviewed and discussed the various options to provide a comprehensive and competitive benefits program to Authority employees.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the renewal of the employee benefits program for 2016 including medical, dental and vision insurances; an Employee Assistance Program (EAP); a Wellness Advocacy Program; Basic Life; Accidental Death & Dismemberment (AD&D); Short Term Disability (STD); and

BE IT FURTHER RESOLVED that the Board approves staff's request to maintain all current providers: Anthem Blue Cross; Delta Dental; Vision Service Plan; Health Advocate; Genesis and The Hartford as they are all competitive; and

BE IT FURTHER RESOLVED that the Board further approves staff's request to maintain Health Risk Assessment programs and incentives in support of the Authority's efforts to improve workplace productivity and decrease healthcare costs, which includes an incentive for spouses and domestic partner participation in biometrics and a health risk assessment; 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) Pub. Res. Code Section 21065 and is not a "development" as defined by the California Coastal Act, Pub. Res. Code Section 30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 23<sup>rd</sup> day of July, 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL

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## Item 15



### Employee Benefits Program Renewal (2016)

Presented By:

Kurt Gering | Director | Talent, Culture & Capability

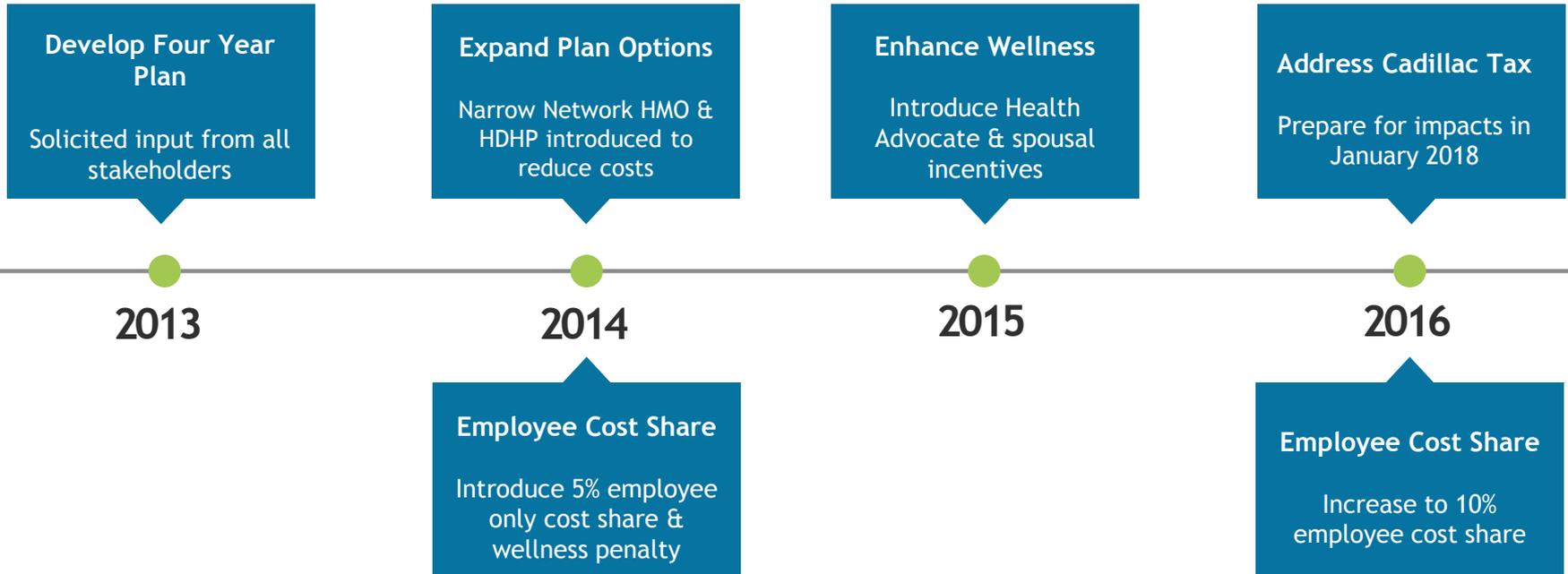
Christie Barr | Sr. Vice President | Willis Insurance Services

July 23, 2015

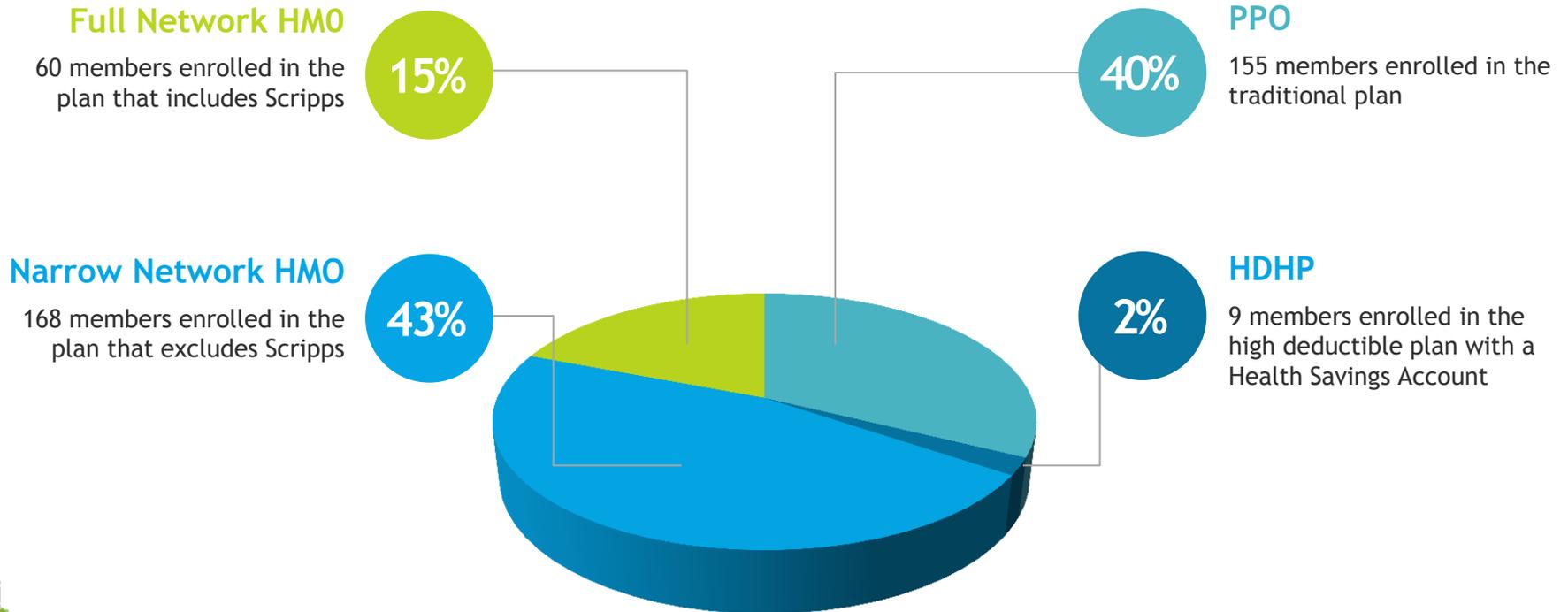
# Agenda

1. Background
2. Plan Costs & Renewal Rates
3. Medical Marketing
4. Cost Share Benchmarks
5. Alternative Plan Option
6. Excise “Cadillac” Tax & PPO Re-Tiering Discussion
7. Retiree Medical
8. Dental Renewal
9. Renewal Summary

# Context: Sustainable Plan Design



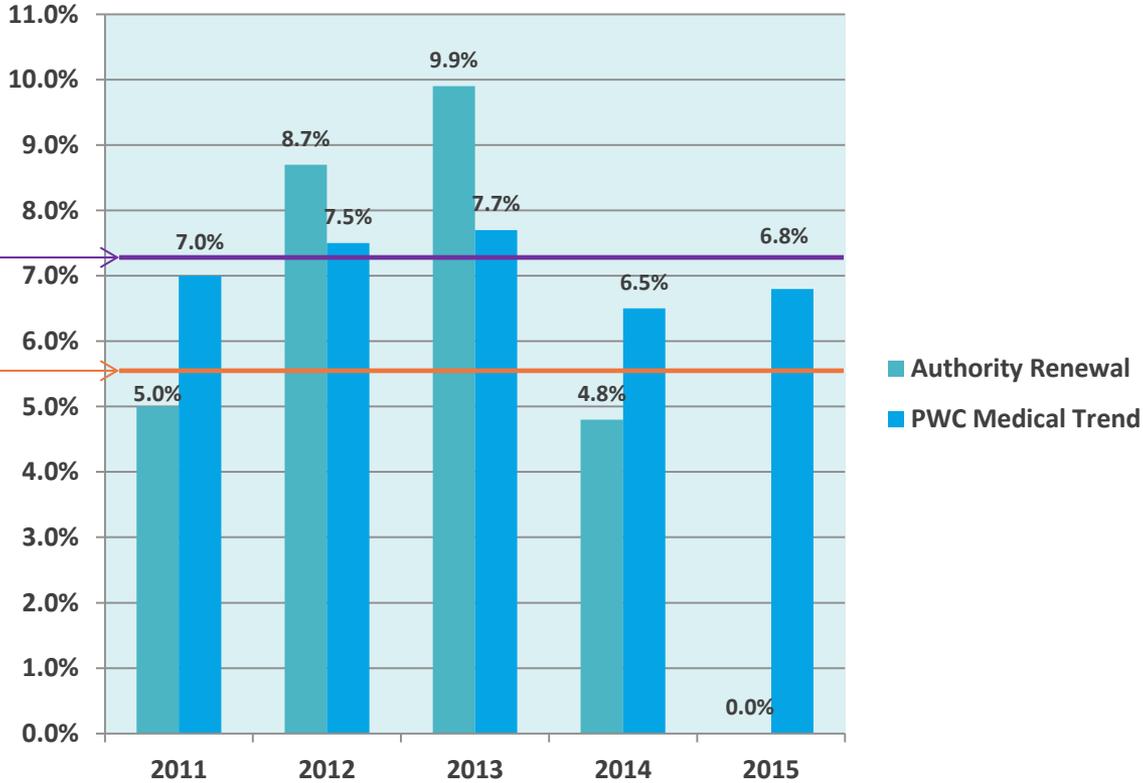
# Medical Plan Enrollments



392 total (includes employees & 45 budgeted positions)

# 5 Year Review

## % Health Benefit Renewal Increase



7.1% average national medical increase

5.6% average Authority medical increase

# Authority Only Cost

Description	Current CY2015	Proposed Renewal CY2016	% Change	CY Budgeted 2016 Costs	\$ Diff	% Diff
Medical	\$4,218,708	\$4,431,094*	5.03%	\$4,603,254	(\$172,160)	(3.73%)
Dental	\$326,419	\$335,672	2.83%	\$345,294	(\$9,622)	(2.78%)
Other lines (Life, Disability, HealthAdvocate)	\$259,536	\$259,536	0.00%			
<b>TOTAL</b>	<b>\$4,804,663</b>	<b>\$5,036,302</b>	<b>4.61%</b>	<b>\$5,208,083</b>	<b>(\$181,782)</b>	<b>(3.41%)</b>

\* Assumes Renewal @ 90% Medical Cost-Share for Wellness

# Aggregate Renewal Detail

	Current (2015)	Initial Renewal (2016)	%	Negotiated Renewal (2016)	%
Medical	\$5,096,487	\$5,754,051	12.9%	\$5,477,999	7.5%
Employee Assistance Plan	\$10,914	\$10,914	0.0%	\$10,914	0.0%
Dental	\$391,702	\$414,104	5.7%	\$402,817	2.8%
Vision	\$42,500	\$42,500	0.0%	\$42,500	0.0%
Basic Life/AD&D	\$109,520	\$109,520	0.0%	\$109,520	0.0%
Disability	\$187,435	\$187,435	0.0%	\$187,435	0.0%
Genesis	\$27,556	\$27,556	0.0%	\$27,556	0.0%
Health Advocacy	\$5,490	\$5,490	0.0%	\$5,490	0.0%
Retiree Health (Medical, Dental, EAP)	\$522,709	\$576,025	10.2%	\$556,264	6.4%
<b>GRAND TOTAL</b>	<b>\$6,394,314</b>	<b>\$7,127,595</b>	<b>11.5%</b>	<b>\$6,820,495</b>	<b>6.7%</b>

# Employee Benefits Task Force (EBTF)

15 Members:

All Divisions

All levels (Director, Manager, Individual Contributor)

Represented and Unrepresented

# EBTF Discussion Topics

1. Benefits Renewal Overview
  - Plan Cost-drivers (e.g. experience & claims)
  - Mandatory Plan Changes
2. Medical Marketing Decision Points
  - Competitive Rates
  - Comprehensive Networks (physician & hospital)
  - Plan Design Match (copays & coinsurance)
  - Plan Design Options (offers all 4 medical options)
  - Wellness programs (if included in quote)
3. Authority/Employee Contributions
4. Benchmarking (cost, plan designs)
5. Impact of Cadillac Tax
6. PPO Tier Re-Distribution Issue
7. Recommendation to Executive Team for Input

## Anthem Medical Renewal Components

1.	HMO renewal is “pooled” with other employers
2.	PPO/HDHP renewal is partially experience rated (53% of renewal is based on Authority claims experience: 87.6% premium to claims loss ratio for 2015)
3.	Authority has 21 individual members with annual claims over \$25,000 (1 high claim with \$36k in claims each month)
4.	Anthem Base Trend Numbers: HMO Medical 7.4%, HMO Rx 18.4%, PPO/HDHP Medical 7.5%, PPO/HDHP Rx 18.4%
5.	Affordable Care Act (ACA) Fees for 2016 (included in renewal):
	<ul style="list-style-type: none"> <li>• Reinsurance Fee (\$27 per member per year) ; stabilize premiums in individual marketplace due to removal of pre-existing condition exclusion</li> </ul>
	<ul style="list-style-type: none"> <li>• Patient Centered Outcomes Research Institute (PCORI) Fee (TBD); funds research that evaluates and compares health outcomes</li> </ul>
	<ul style="list-style-type: none"> <li>• Fully Insured Fee (3.47%); funds subsidies on Marketplace and Medicare expansion</li> </ul>

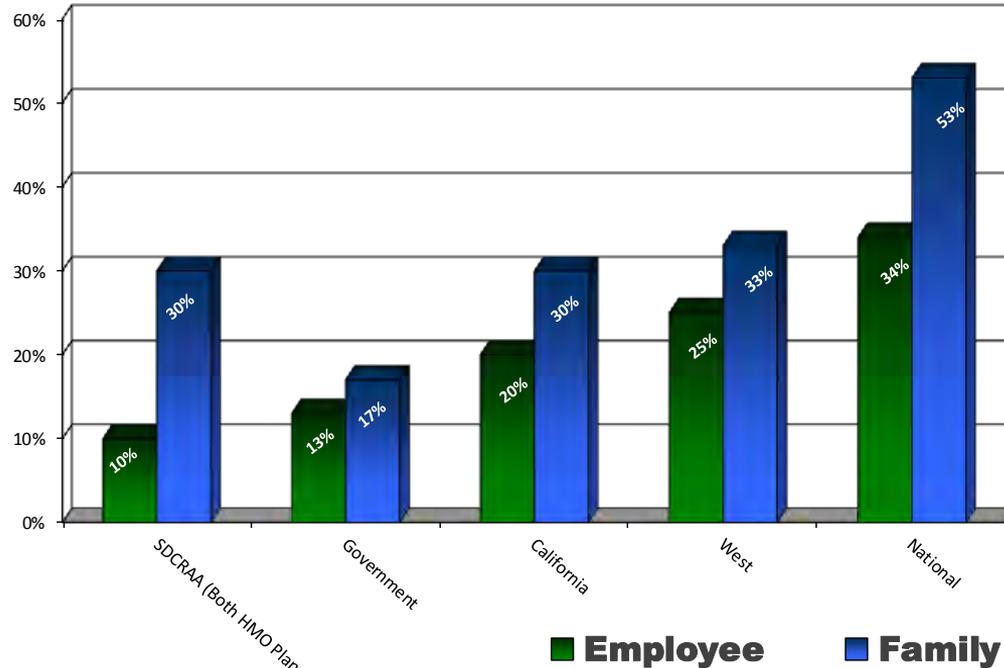
# Medical Marketing

Carrier	Received Quote?	Comments	% Increase (Over Current)	Additional Notes
<b>Anthem Blue Cross</b>	<b>Final Renewal Presented</b>	<b>Initial Renewal Presented</b>	<b>7.5%</b>	<b>7.5% on all 4 medical plans</b>
<b>Sharp Health Plan</b>	Quoted	Significant plan design reductions for HMO/PPO	Depends on enrollment	Unable to offer Full HMO or CA PPO plans
<b>United Healthcare</b>	Quoted	Competitive	8.9%	Includes biometric screenings (Simply Engaged Program). Narrow HMO network missing 7% of providers
<b>Aetna</b>	Did not quote	Not competitive	N/A	Didn't release a quote.
<b>Blue Shield</b>	Did not quote	Too Early for quote	N/A	Willing to consider quoting in July for 1/1 renewal. Not competitive last year.
<b>Cigna</b>	Did not quote	Not Competitive	N/A	Cannot offer a "Narrow Network" (HMO has no option to remove Scripps providers)
<b>Health Net</b>	Did not quote	Not Competitive	N/A	Narrow Network HMO missing majority of providers

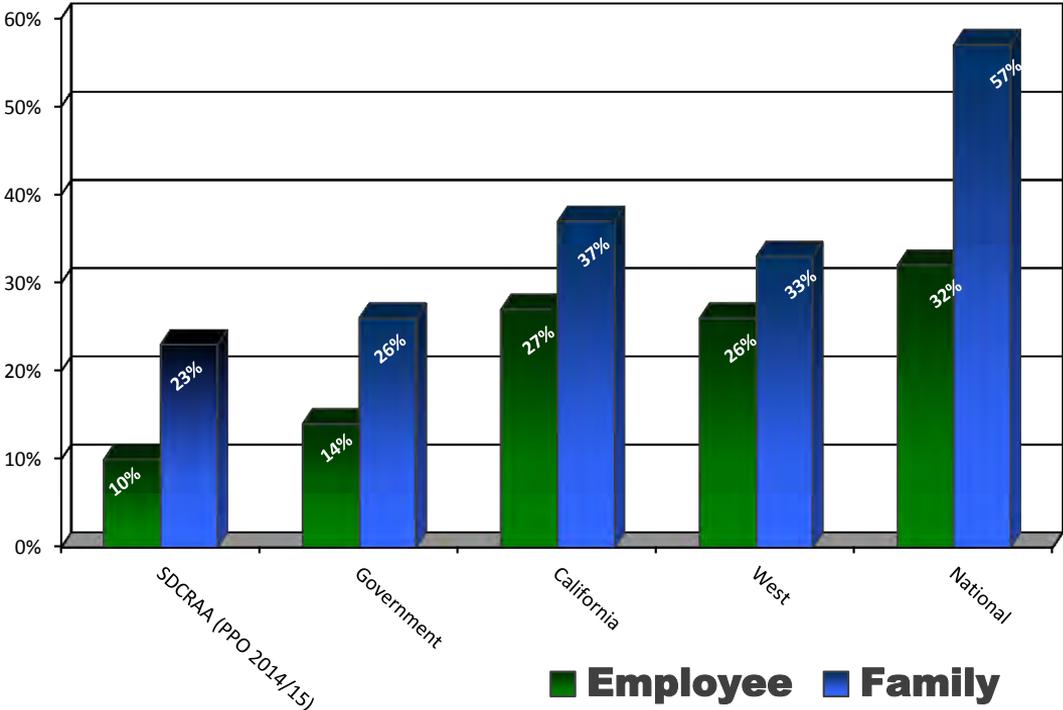
# Anthem Mandatory Plan Changes

Plan	Reason for Change	Description of Change	Current Benefit	Proposed Benefit	Effective Date	Impact
PPO/HDHP	Anthem Change	Acupuncture Visit Limit	Limited to 12 visits/calendar year	Limited to 20 visits/calendar year	1/1/16	Enhancement
PPO/HDHP	Anthem Change	Chiropractic Services & Physical Therapy Visit Limits	Limited to 24 visits/calendar year	Chiropractic will have separate visit limit of 30 visits/year. For Physical and Occupational, 24 visit limit will be removed	1/1/16	Enhancement
PPO/HDHP	Anthem Change	Inpatient Services (Non-participating PPO providers)	No limit out-of-network for non-emergency providers	Maximum payment for non-emergency inpatient services is limited to \$1,000/day	1/1/16	Takeaway
PPO	Anthem Change	Chiropractic Services	In-network coinsurance 20% after deductible	In-network copay \$20 (deductible waived)	1/1/16	Enhancement

# Average HMO Employee Contributions As a Percentage of Premiums

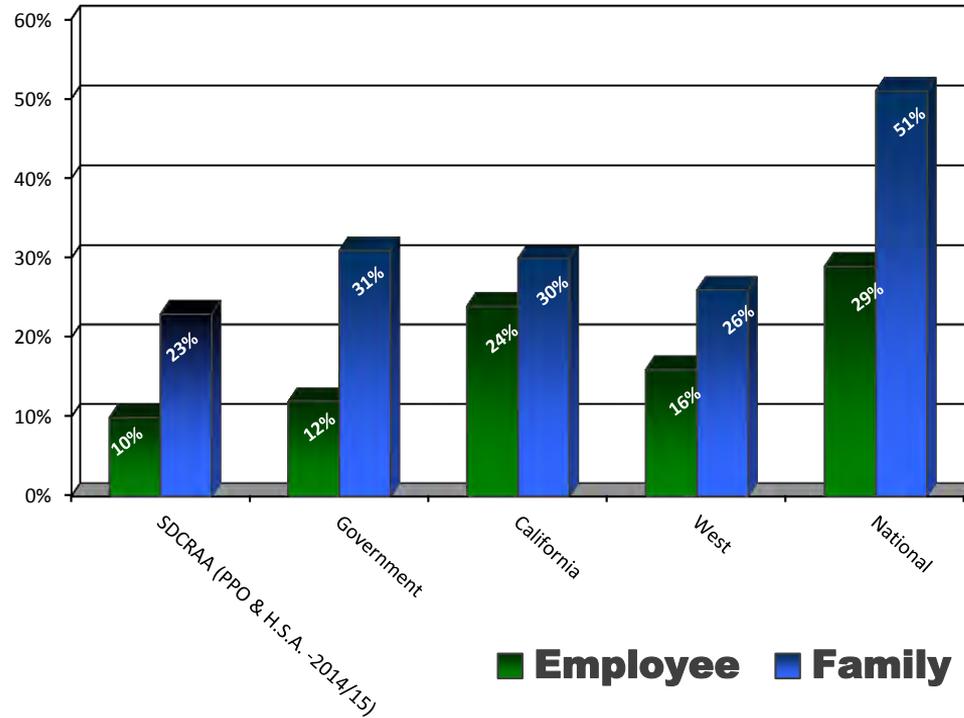


# Average PPO Employee Contributions As a Percentage of Premiums



Proposal for 2016 is to adjust employee cost-share an additional 5%.  
Benchmark data from the Mercer National Survey, 2014.

# Average HDHP/HSA Employee Contributions As a Percentage of Premiums



# Benchmarking (2014): Total Cost Share Analysis

## (10% Employee Cost Share for Authority)

Benchmarking Cut	Total Premium	Employer Contribution	Employee Contribution
<b>Authority (2014/2015)</b>	\$5,096,487	<b>81%</b> (\$4,110,744)	<b>19%</b> (\$985,743)
<b>Government</b>	\$4,793,328	<b>84%</b> (\$4,005,279)	<b>16%</b> (\$788,049)
<b>California</b>	\$4,674,902	<b>73%</b> (\$3,389,685)	<b>27%</b> (\$1,285,217)
<b>West</b>	\$4,652,159	<b>71%</b> (\$3,318,802)	<b>29%</b> (\$1,333,357)
<b>National</b>	\$4,251,877	<b>58%</b> (\$2,445,137)	<b>42%</b> (\$1,806,740)

Authority Costs based on 2014 premium with 2015 budgeted and actual headcount. Anthem rates were the same in 2014 & 2015.  
 Benchmark data from the Mercer National Survey, 2014.

# Employee Wellness

- Provides individual awareness and identifies organizational risks
- Participation incentives for biometric screening and a Personal Health Profile (PHP):
  - Individual penalty of 5% of Employee Only premium for non-Wellness
  - \$250 FSA/457 Deferred Compensation deposit for employee
  - \$200 FSA/457 Deferred Compensation deposit to engage Anthem covered spouses and registered domestic partners

# Employee Cost-Share

	Enrollment	Current Contributions (5%)		Renewal Contributions (5%)		Renewal Contributions (10%)	
		SDCRAA (2015)	Employee (2015)	SDCRAA (2016)	Employee (2016)	SDCRAA (2016)	Employee (2016)
<b>Full-Network HMO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	36	\$710.13	\$37.38	\$763.40	\$40.18	\$723.22	\$80.36
Emp + Dependent	13	\$1,194.26	\$365.52	\$1,283.83	\$392.94	\$1,283.83	\$392.94
Emp + Family	11	\$1,562.13	\$666.50	\$1,679.29	\$716.49	\$1,679.29	\$716.49
<b>Narrow Network HMO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	81	\$483.33	\$25.44	\$519.58	\$27.35	\$492.23	\$54.69
Emp + Dependent	34	\$811.08	\$247.35	\$871.92	\$265.90	\$871.92	\$265.90
Emp + Family	53	\$1,060.77	\$451.64	\$1,140.33	\$485.51	\$1,140.33	\$485.51
<b>PPO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	96	\$872.66	\$45.93	\$938.11	\$49.37	\$888.74	\$98.75
Emp + Dependent	30	\$1,198.05	\$228.65	\$1,287.90	\$245.79	\$1,287.90	\$245.79
Emp + Family	29	\$1,451.88	\$436.33	\$1,560.77	\$469.05	\$1,560.77	\$469.05
<b>HDHP with H.S.A.</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	5	\$766.95	\$40.37	\$820.02	\$43.16	\$776.86	\$86.32
Emp + Dependent	2	\$1,067.76	\$213.08	\$1,140.57	\$226.96	\$1,140.57	\$226.96
Emp + Family	2	\$1,273.10	\$381.09	\$1,361.32	\$407.57	\$1,361.32	\$407.57

Proposal for 2016 is to adjust employee cost-share an additional 5% to 10% for Wellness and 15% for non-Wellness. Contributions assume all active employees receive the wellness incentive (since 93% currently participate)

# Anthem Plan Alternative: Not Recommended

Plan Alternative	Plan Name	% Savings (From Renewal)	\$ Savings (From Renewal)	95%/5% Cost-Share		90%/10% Cost-Share*	
				\$ Annual Savings to Authority	\$ Annual Savings to Employees	\$ Annual Savings to Authority	\$ Annual Savings to Employees
Full & Narrow Network HMO	Premier \$25 copay	1.0% Savings (6.5% Renewal Increase)	\$29,577	\$22,182	\$7,395	\$21,815	\$7,762
PPO Plan	\$500Ded 20/20	2.5% Savings (5.0% Renewal Increase)	\$59,172	\$51,550	\$7,662	\$50,145	\$9,027
HDHP with H.S.A.	No Change	N/A	\$0	\$0	\$0	\$0	\$0
<b>TOTAL (with changes)</b>		<b>1.62% Savings (5.8% Renewal Increase)</b>	<b>\$88,748</b>	<b>\$73,731</b>	<b>\$15,017</b>	<b>\$71,960</b>	<b>\$16,788</b>

\*Savings based on renewal with 90%/10% cost-share compared with revised plan options with 90%/10%

# HMO Plan Alternative: Not Recommended

	Anthem Current/Renewal	Anthem Option 1
<b>General Plan Information</b>		
Office Visits	\$20 copay	<b>\$25 copay</b>
<b>Preventive</b>		
Adult, Child, & Well-Woman Exams	\$0 copay	\$0 copay
<b>Hospital Services (Including Mental Health &amp; Substance Use)</b>		
Inpatient Hospitalization	\$200/admit copay	<b>\$250/admit copay</b>
Outpatient Surgery	\$100 copay	<b>\$125 copay</b>
<b>Emergency &amp; Urgent Services</b>		
Emergency Room (waived if admitted)	\$100 copay	\$100 copay
Urgent Care Facility	\$20 copay	<b>\$25 copay</b>
<b>Mental Health &amp; Substance Abuse</b>		
Inpatient Hospitalization	\$200/admit copay	<b>\$250/admit copay</b>
Outpatient Services	\$20 copay	<b>\$25 copay</b>
<b>Outpatient Rehabilitation (Non-Hospital)</b>		
Speech, Physical, Occupational Therapy	\$20 copay	<b>\$25 copay</b>
Chiropractic Services (60 visit max)	\$20 copay	<b>\$25 copay</b>
Acupuncture	\$20 copay	<b>\$25 copay</b>
<b>Laboratory &amp; X-Ray</b>		
Diagnostic Lab & X-ray	\$0 copay	\$0 copay

Green = plan enhancements, Red - plan take-aways

No changes to prescription benefits from current

# PPO Plan Alternative: Not Recommended

General Plan Information	Anthem Current/Renewal		Anthem Option 1	
	In Network	Out of Network	In Network	Out of Network
Annual Deductible (Individual)		\$250		<b>\$500</b>
Annual Deductible (Family)		\$750		<b>\$1,500</b>
Coinsurance (unless otherwise stated)	20%	40%	20%	40%
Out-of-Pocket Max (Individual; excludes ded.)	\$2,500	\$5,000	<b>\$3,500</b>	<b>\$7,000</b>
Out-of-Pocket Max (Family; excludes ded.)	\$6,500	\$13,000	<b>\$7,000</b>	<b>\$14,000</b>
Office Visits	\$20 copay	40% after ded.	\$20 copay	40% after ded.
<b>Preventive</b>				
Adult, Child, & Well-Woman Exams	\$0 copay	40% after ded.	\$0 copay	40% after ded.
<b>Hospital Services (including Mental Health &amp; Substance Abuse)</b>				
Inpatient Hospitalization	20% after ded.	40% after ded.	20% after ded.	40% after ded.
Outpatient Surgery	20% after ded.	40% after ded.	20% after ded.	40% after ded.
<b>Emergency &amp; Urgent Services</b>				
Emergency Room (copay waived if admitted)	20% + ded. after \$150 copay		20% + ded. after \$150 copay	
Ambulance	20% after ded.		20% after ded.	
Urgent Care Facility	\$20 copay	40% after ded.	\$20 copay	40% after ded.
<b>Outpatient Rehabilitation (Non-Hospital)</b>				
Physical & Occupational Therapy	20% after ded.	40% after ded.	20% after ded.	40% after ded.
Chiropractic Care (30 visit max)	\$20 copay	40% after ded.	\$20 copay	40% after ded.
Acupuncture	20% after ded.	40% after ded.	20% after ded.	40% after ded.
<b>Laboratory &amp; X-Ray</b>				
Diagnostic Lab & X-ray	20% after ded.	40% after ded.	20% after ded.	40% after ded.

Green = plan enhancements, Red - plan take-aways

No changes to prescription benefits from current

# Cadillac Tax (Health Care Reform)

1. Tax included as part of Health Care Reform (ACA) beginning in 2018.
2. Excise rate of 40% of medical/FSA premiums beyond annual maximum (medical premiums + FSA contributions):
  - \$11,850- employee premium
  - \$30,950 – family premium
3. Premium maximums are national (no geographic differential)
4. An additional expense, not deductible (by Authority or employee).
5. Attached charts provide an estimate of taxes (2018 – 2024) for Authority assuming the following:
  - Enrolled employees & pre-Medicare retirees
  - 7% medical trend each year
  - Projections based on 2016 Anthem annual medical premiums & FSA contributions estimated at \$100 per employee
  - HDHP plan is not shown since enrollment is low (9 participants)

# Cadillac Tax Estimate - Narrow Network HMO

Estimated Annual Excise Tax (over 40%)			
Year	Threshold Amounts <sup>1</sup>		Annual Excise Tax (40%)
	Single	Family	
2018	\$11,850	\$30,950	\$0
2019	\$12,206	\$31,879	\$0
2020	\$12,572	\$32,835	\$0
2021	\$12,949	\$33,820	\$0
2022	\$13,337	\$34,834	\$0
2023	\$13,737	\$35,880	\$0
2024	\$14,150	\$36,956	\$0

**Total: \$0**

# Cadillac Tax Estimate - Full Network HMO

Estimated Annual Excise Tax (over 40%)			
Year	Threshold Amounts <sup>1</sup>		Annual Excise Tax (40%)
	Single	Family	
2018	\$11,850	\$30,950	\$0
2019	\$12,206	\$31,879	\$0
2020	\$12,572	\$32,835	\$2,690
2021	\$12,949	\$33,820	\$10,812
2022	\$13,337	\$34,834	\$32,886
2023	\$13,737	\$35,880	\$58,585
2024	\$14,150	\$36,956	\$86,790
			<b>Total: \$191,763</b>

# Cadillac Tax Estimate - PPO Plan

Estimated Annual Excise Tax (over 40%)			
Year	Threshold Amounts <sup>1</sup>		Annual Excise Tax (40%)
	Single	Family	
2018	\$11,850	\$30,950	\$37,063
2019	\$12,206	\$31,879	\$49,184
2020	\$12,572	\$32,835	\$62,443
2021	\$12,949	\$33,820	\$76,930
2022	\$13,337	\$34,834	\$92,739
2023	\$13,737	\$35,880	\$109,971
2024	\$14,150	\$36,956	\$128,736

**Total: \$557,066**

PPO premiums are especially at risk due to incorrect “tiering” on Anthem’s premiums (see next slide for details)

# PPO Tier - Distribution Discussion: Adjust in 1 Year

## HMO Plans – Current Distribution

Full HMO	Renewal Rates	Tier Value
Employee Only	\$803.58	1.0
Employee + 1	\$1,676.77	2.1
Employee + Family	\$2,395.78	3.0

Select HMO	Renewal Rates	Tier Value
Employee Only	\$546.93	1.0
Employee + 1	\$1,137.82	2.1
Employee + Family	\$1,625.84	3.0

## PPO Plans – Need Tier Adjustment

PPO	Renewal Rates	Tier Value	Re-Distributed Rates	Tier Value
Employee Only	\$987.48	1.0	\$774.32	1.0
Employee + 1	\$1,533.69	1.6	\$1,615.71	2.1
Employee + Family	\$2,029.83	2.1	\$2,308.54	3.0

HDHP with H.S.A.	Renewal Rates	Tier Value	Re-Distributed (No HSA Fund)	Tier Value
Employee Only	\$800.68	1.0	\$645.89	1.0
Employee + 1	\$1,242.53	1.6	\$1,347.73	2.1
Employee + Family	\$1,643.88	2.1	\$1,925.66	3.0

\*HDHP rates do not include the Authority contribution to the H.S.A. (\$750/\$1,500)

# PPO Tier - Distribution Discussion: Adjust Over 2 Years

PPO Plans – Year 1 (2016 ) & Year 2 (2017)

## PPO (Current)

PPO	Renewal Rates	Tier Value
Employee Only	\$987.48	1.0
Employee + 1	\$1,533.69	1.6
Employee + Family	\$2,029.83	2.1

## Year 1

Re-Distributed Rates	Tier Value
\$880.90	1.0
\$1,574.70	1.8
\$2,169.18	2.5

## Year 2

Re-Distributed Rates	Tier Value
\$774.32	1.0
\$1,615.71	2.1
\$2,308.54	3.0

HDHP Plans – Year 1 (2016) & Year 2 (2017)

## HDHP with H.S.A. (Current)

HDHP with H.S.A.	Renewal Rates	Tier Value
Employee Only	\$800.68	1.0
Employee + 1	\$1,242.53	1.6
Employee + Family	\$1,643.88	2.1

## Year 1

Re-Distributed (No HSA Fund)	Tier Value
\$723.29	1.0
\$1,295.13	1.8
\$1,784.76	2.5

## Year 2

Re-Distributed (No HSA Fund)	Tier Value
\$645.89	1.0
\$1,347.73	2.1
\$1,925.66	3.0

\*HDHP rates do not include the Authority contribution to the H.S.A. (\$750/\$1,500)

# Impact of PPO Tiering on Employee Cost-Share Adjust in 1 Year

	Enrollment	Renewal Contributions (5%)		Re-Tiering Contributions (10%)	
		SDCRAA (2016)	Employee (2016)	SDCRAA (2016)	Employee (2016)
<b>PPO</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	96	\$938.11	\$49.37	\$696.89	\$77.43
Emp + Dependent	30	\$1,287.90	\$245.79	\$1,237.09	\$378.63
Emp + Family	<u>29</u>	\$1,560.77	\$469.05	\$1,618.14	\$690.40
<b>Total Enrollment</b>	<b>155</b>				
<b>HDHP with H.S.A.</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	5	\$820.02	\$43.16	\$581.30	\$64.59
Emp + Dependent	2	\$1,140.57	\$226.96	\$1,031.90	\$315.83
Emp + Family	<u>2</u>	\$1,361.32	\$407.57	\$1,349.76	\$575.90
<b>Total Enrollment</b>	<b>9</b>				

Total costs assume active employees, budgeted positions, and pre-Medicare retirees .  
 Chart assumes enrollees receive the wellness incentive (since 93% currently participate).

Due to dramatic increase in dependent tiers, splitting re-tiering over 2 years (2016 & 2017) may help minimize impact (see next slide)

# Impact of PPO Tiering on Employee Cost-Share Adjust over 2 Years

	Enrollment	Renewal Contributions (5%)		Re-Tiering Contributions (10%)	
		SDCRAA (2016)	Employee (2016)	SDCRAA (2016)	Employee (2016)
<b>PPO</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	96	\$938.11	\$49.37	\$792.81	\$88.09
Emp + Dependent	30	\$1,287.90	\$245.79	\$1,262.49	\$312.21
Emp + Family	<u>29</u>	\$1,560.77	\$469.05	\$1,589.46	\$579.73
<b>Total Enrollment</b>	<b>155</b>				
<b>HDHP with H.S.A.</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Emp Only	5	\$820.02	\$43.16	\$650.96	\$72.33
Emp + Dependent	2	\$1,140.57	\$226.96	\$1,037.80	\$257.33
Emp + Family	<u>2</u>	\$1,361.32	\$407.57	\$1,307.10	\$477.67
<b>Total Enrollment</b>	<b>9</b>				

Total costs assume active employees, budgeted positions, and pre-Medicare retirees .  
 Chart assumes enrollees receive the wellness incentive (since 93% currently participate).

# Cadillac Tax Estimate - PPO Plan

## (With Correct Tiering)

Estimated Annual Excise Tax (over 40%)			
Year	Threshold Amounts <sup>1</sup>		Annual Excise Tax (40%)
	Single	Family	
2018	\$11,850	\$30,950	\$0
2019	\$12,206	\$31,879	\$0
2020	\$12,572	\$32,835	\$0
2021	\$12,949	\$33,820	\$3,743
2022	\$13,337	\$34,834	\$17,097
2023	\$13,737	\$35,880	\$63,971
2024	\$14,150	\$36,956	\$115,506

Assumes PPO premiums are adjusted to shift less cost in employee-only tier and more to dependent tiers by 2018

Previous estimate of \$557,066

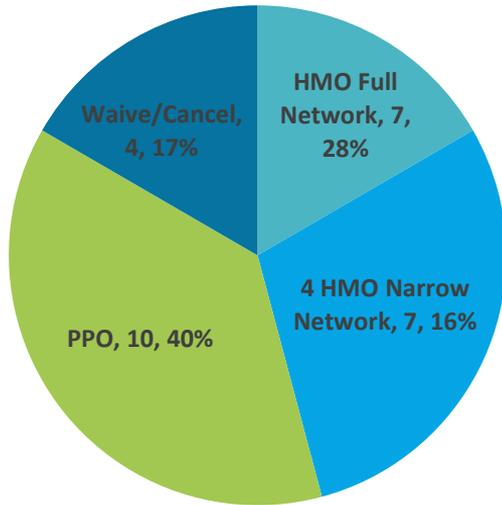


**Total: \$200,317**

# Retiree Enrollments

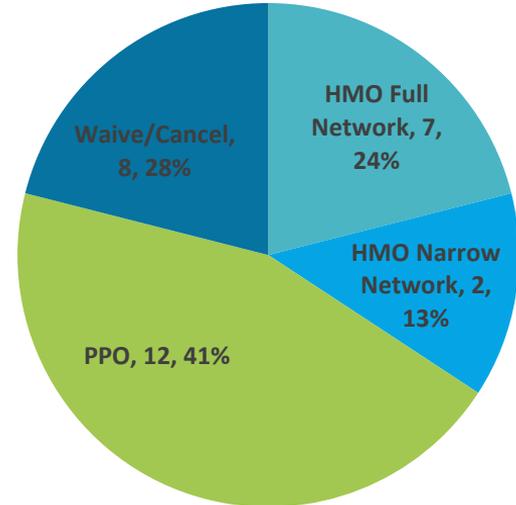
## Pre-Medicare (under 65)

Members carried on active employee plan



## Medicare Eligible (65+)

Members on supplemental plan that retains hearing aid/footwear rider



57 total members  
(retirees + dependents)

# Generation Definitions

## Generation 1 (Gen 1)

- Non-represented hire prior to May 1, 2006 OR represented hire prior to October 1, 2008
- Service Retire from the Authority
- Eligible for a SDCERs Retirement benefit

## Generation 2 (Gen 2)

- All other current employees
- VEBA Account (\$600/year)

# Gen 1 Eligibility

- An employee who service retires from the Authority and meets all other 1st Generation definitions
- Enrolled continuously since retirement or allowed to re-enroll in plans subject to a qualifying event AND evidence of continuous coverage since retirement in another qualified plan
- At age 65 or upon Medicare eligibility, maintain enrollment in Medicare Parts A, B and D as required and pay for any related premiums
- If plans are dropped at any time, a retiree is not allowed to re-enroll except under qualifying event provision
- New dependents may be added to a retirees health and welfare plans only when a qualifying event occurs with evidence of continuous coverage for the dependent
- Retiree must maintain premium payments as defined in the annual benefits cost share plan

# Medicare Eligible Renewal

5.7 %

Identify Medicare eligible plan options

Maintain comparable level of benefit

Contain retiree costs

# Medicare Eligible Retiree Cost-Share

	Enrollment	Current Contributions (5%)		Renewal Contributions (5%)		Renewal Contributions (10%)	
		SDCRAA (2015)	Retiree (2015)	SDCRAA (2016)	Retiree (2016)	SDCRAA (2016)	Retiree (2016)
<b>Full-Network HMO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Retiree Only	5	\$555.51	\$29.24	\$584.95	\$30.79	\$554.17	\$61.57
Retiree + Dependent	2	\$983.97	\$182.65	\$1,033.33	\$195.07	\$838.27	\$390.14
Retiree + Family	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Annual Cost</b>	<b>7</b>	<b>\$56,946</b>	<b>\$6,138</b>	<b>\$59,897</b>	<b>\$6,529</b>	<b>\$53,368</b>	<b>\$13,058</b>
<b>Narrow Network HMO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Retiree Only	1	\$431.53	\$22.71	\$451.68	\$23.77	\$427.91	\$47.55
Retiree + Dependent	0	\$783.95	\$125.78	\$818.31	\$133.93	\$684.39	\$267.85
Retiree + Family	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Annual Cost</b>	<b>1</b>	<b>\$5,178</b>	<b>\$273</b>	<b>\$5,420</b>	<b>\$285</b>	<b>\$5,135</b>	<b>\$571</b>
<b>PPO</b>		<b>95% / 55%</b>		<b>95% / 55%</b>		<b>90% / 55%</b>	
Retiree Only	9	\$851.35	\$44.81	\$902.98	\$47.53	\$855.46	\$95.05
Retiree + Dependent	3	\$1,286.09	\$175.05	\$1,358.11	\$186.90	\$1,171.22	\$373.79
Retiree + Family	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Annual Cost</b>	<b>12</b>	<b>\$138,245</b>	<b>\$11,141</b>	<b>\$146,414</b>	<b>\$11,861</b>	<b>\$134,553</b>	<b>\$23,722</b>
<b>Medical Totals</b>	<b>20</b>	<b>\$200,370</b>	<b>\$17,551</b>	<b>\$211,732</b>	<b>\$18,675</b>	<b>\$193,057</b>	<b>\$37,350</b>

# Delta Dental Renewal

DHMO Dental	Enrollment	Current	Initial Renewal <sup>1</sup>	Negotiated Renewal <sup>1</sup>
		<b>DHMO</b>	<b>DHMO</b>	<b>DHMO</b>
Employee Only	28	\$18.86	\$19.44	\$18.86
Employee + Dependent	17	\$31.16	\$32.11	\$31.16
Employee + Family	15	<u>\$46.03</u>	<u>\$47.43</u>	<u>\$46.03</u>
<b>DHMO Annualized Premium</b>	<b>60</b>	<b>\$20,979</b>	<b>\$21,620</b>	<b>\$20,979</b>
<b>% Change from Current</b>			<b>3.1%</b>	<b>0.0%</b>
<b>Rate Guarantee</b>			<b>1 Year</b>	<b>2 Years</b>
PPO Dental	Enrollment	Current	Initial Renewal <sup>1</sup>	Negotiated Renewal <sup>1</sup>
		<b>PPO Dental</b>	<b>PPO Dental</b>	<b>PPO Dental</b>
Employee Only	163	\$57.12	\$60.47	\$58.83
Employee + Dependent	84	\$102.55	\$108.57	\$105.63
Employee + Family	93	<u>\$139.45</u>	<u>\$147.64</u>	<u>\$143.63</u>
<b>PPO Annualized Premium</b>	<b>340</b>	<b>\$370,723</b>	<b>\$392,484</b>	<b>\$381,838</b>
<b>% Change from Current</b>			<b>5.9%</b>	<b>3.0%</b>
<b>Rate Guarantee</b>			<b>1 Year</b>	<b>2 Years</b>
<b>Total Annualized Premium</b>	<b>400</b>	<b>\$391,702</b>	<b>\$414,104</b>	<b>\$402,817</b>
<b>\$ Change from Current</b>			<b>\$22,401</b>	<b>\$11,114</b>
<b>% Change from Current</b>			<b>5.7%</b>	<b>2.8%</b>
<b>Rate Guarantee</b>			<b>1 Year</b>	<b>2 Years</b>

<sup>1</sup>Renewal includes ACA fees. Impact to DMO/PPO (1.6%)

Enrollment includes active employees and budgeted positions

# Dental Employee Cost-Share

	Enrollment	Current Contributions	
		SDCRAA (2015)	Employee (2015)
<b>DHMO Dental</b>		<b>100% / 55%</b>	
Emp Only	28	\$18.86	\$0.00
Emp + Dependent	17	\$25.63	\$5.54
Emp + Family	15	\$33.80	\$12.23
<b>PPO Dental</b>		<b>100% / 55%</b>	
Emp Only	163	\$57.12	\$0.00
Emp + Dependent	84	\$82.11	\$20.44
Emp + Family	93	\$102.40	\$37.05
<b>Dental Totals</b>			
<b>Total Annual Cost</b>	<b>400</b>	<b>\$326,419</b>	<b>\$65,283</b>

Renewal Contributions	
SDCRAA (2016)	Employee (2016)
<b>100% / 55%</b>	
\$18.86	\$0.00
\$25.63	\$5.54
\$33.80	\$12.23
<b>100% / 55%</b>	
\$58.83	\$0.00
\$84.57	\$21.06
\$105.47	\$38.16
<b>\$335,672</b>	<b>\$67,145</b>

Enrollment includes active employees and budgeted positions

# On the Horizon



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## January Update

In January 2016 after Open Enrollment is complete, staff will provide the Authority Board an update on future benefit plan options

# Summary

- Proposed recommendation is under projected calendar year budget by 3.41% (\$181K)
- Renew medical with Anthem Blue Cross at 7.5% with only mandatory plan changes
- Move to negotiated 10% Wellness/15% non-Wellness cost share
- Avoid Cadillac Tax in 2018 by re-tiering PPO over a 2 year period
- Complete Medicare eligible negotiations not to exceed 7.1%
- Renew Dental at 2.8% with 2 year lock
- Additional lines remain the same

# Questions?



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

Item No.  
**16**

Meeting Date: **JULY 23, 2015**

**Subject:**

**Amend Board Resolution 2014-0130 Authorizing the President/CEO to Negotiate and Execute an Amended Site Lease Agreement and Solar Power Purchase Agreement to Finance, Design, Install, Operate, and Maintain a Solar Photovoltaic Generating System with Lindberg Field Solar 2, LLC, at San Diego International Airport**

**Recommendation:**

Adopt Resolution No. 2015-0081, amending Resolution No. 2014-0130, approving and authorizing the President/CEO to negotiate and execute: (1) an amended site lease agreement with Lindberg Field Solar 2, LLC, for the development and installation of a solar photovoltaic ("PV") generating system with the ability to generate up to 5.1 megawatts using a phased approach; and (2) an amended solar power purchase agreement with Lindberg Field Solar 2, LLC, to finance, design, install, operate, and maintain a solar PV generating system with the ability to generate up to 5.1 megawatts, allowing a phased installation at San Diego International Airport.

**Background/Justification:**

At the December 4, 2014 Board meeting, the San Diego County Regional Airport Authority ("Authority") Board adopted Resolution No. 2014-0130 approving and authorizing the President/CEO to negotiate and execute a site lease agreement ("lease") and solar power purchase agreement ("PPA") to finance, design, install, operate, and maintain a solar photovoltaic generating system ("PV system") with Lindberg Field Solar 2, LLC ("LFS2"). The authorization was for a 5.1 megawatt ("MW") PV system to be located on the north side of San Diego International Airport ("Airport"), with 2.0 MW located on the roof of the Rental Car Center ("RCC") and 3.1 MW located in the adjacent Economy parking lot. The 5.1 MW PV system was expected to begin operating and producing energy in January, 2016.

Authority staff began negotiations with LFS2 representatives in January 2015. As part of their due diligence during these negotiations, LFS2 reviewed the detailed electricity demand data for the Airport from August 2013 through December 2014 in order to confirm that electrical demand and generation capacity aligned.

PV systems generate electricity most efficiently during periods of peak solar insolation. This typically occurs from 10 am to 6 pm during the spring and summer months and from 11 am to 4 pm during the fall and winter months. Electrical demand and generation are measured in 15 minute increments and, since the PV system does not

have a storage component, there must be sufficient concurrent electrical demand from the Airport for the same 15 minute increment during which the electricity is generated by the PV system. In order to protect against over-generation of electricity, PV system capacities are based on the minimum electrical demand for an actual 15 minute period during which the PV system is generating electricity rather than the average demand or the peak demand. The Airport's peak electricity demand typically occurs during the early morning from 4 am to 6 am as baggage handling systems, lighting systems, and cooling and heating systems in the terminals become operational. Electricity demand then tends to fluctuate throughout the day depending upon the amount of passengers in the terminals and airline flight schedules. LFS2's review determined that, when combined with the south side 3.3 MW PV system being installed at Terminal 2 West under a separate PPA [Board Resolution No. 2014-0056], there was the potential that an additional 5.1 MW PV system on the north side could result in over-generation of electricity during specific time periods during the year. LFS2's review indicated that there was currently a consistent demand for an additional 2.2MW of PV system generation. Although battery storage would be a solution for potential over generation of PV electricity, such technology is not yet practical. The battery storage option has great potential and is expected to evolve into a desired option for the future.

LFS2's analysis was for the period through December 2014 and does not account for expected electrical demand increases in 2015 and 2016. LFS2's representatives have indicated that potential project financiers require documented electrical demand in order to determine a PV system size that they will be willing to finance. Since December 2014, the Authority has nearly completed the construction of a campus-wide 12 thousand volt ("12kV") electrical micro-grid throughout the campus. Electrical services previously provided under multiple separate accounts with San Diego Gas & Electric ("SDG&E") are currently being transferred on to the 12kV micro-grid with transfers expected to be completed in August 2015.

The Request for Proposal ("RFP") for the north side PPA that resulted in the Board action in December 2014 authorizing the President/CEO to negotiate and execute a PPA with LFS2 was based on load growth assumptions that included future loads being added to the 12kV micro grid; this would increase the Airport's energy demand and validate an additional 5.1 MW of solar generation. To date some of these assumed loads were not added as originally scheduled or will not be added at this time due to operational or logistical reasons. Some of the larger loads that were assumed to be added but have not been added to the 12kV micro-grid include airfield lighting, south cargo buildings, fuel farm, FedEx, north side air cargo building and the fixed base operations building. At this time the Airport cannot justify the 5.1 MW generation originally planned for the north side PPA as indicated in the RFP. A 2.2 MW system however can be supported at this time, based on current SDG&E meter data.

Once remaining SDG&E meters serving the Commuter Terminal and ancillary facilities are part of the 12kV micro-grid, these electrical loads are expected to increase the electrical demand that can be offset by the PV system electrical generation. In addition, the RCC will begin operations in January 2016 and is expected to have a consistent demand of .75MW concurrent with the peak solar generation time periods. The Authority plans to connect additional electrical loads to the 12kV micro-grid in 2016 and

**Page 3 of 6**

2017, including the existing runway lighting and the future electrical loads from the Parking Plaza.

The proposed north side Solar PV system installations (up to 5.1 MW total) will greatly support the Authority's sustainability initiatives and further demonstrate its environmental leadership. In terms of air quality, the north side Solar PV system, in combination with the recent solar systems on Terminal 2 and in the NTC parking lot, will allow approximately 25% of the Airport's current total annual electricity use to be generated through onsite renewable energy. This transition to a "cleaner" energy source will result in an up to 14% reduction in Airport-controlled greenhouse gas emissions. The north side Solar PV project will also provide credits towards the Rental Car Center and other future Airport development projects' LEED certification, which is required for all new facilities per the Board's adopted Sustainability Policy. Finally, the north side Solar PV installations will expand energy management and generation opportunities using the 12 kV micro-grid, thus contributing to the Airport's overall energy resilience and independence.

After being notified of the concerns from LFS2's representatives, Authority staff reviewed options including (1) re-competing the opportunity, (2) negotiating a phased solution with LFS2 or (3) not proceeding with installation of a PV system for the north side of the Airport at this time. Due to the fact that the Federal Investment Tax Credit ("ITC") of 30%, which is an integral part of any PPA, will expire at the end of 2016 and compared to similar solar PPAs, staff views option 2 as the best course of action for the Authority. Authority staff and LFS2 representatives reviewed various options regarding PV system size and location in order to allow the Authority to continue with this project. After review and discussions LFS2 representatives have proposed a contracting structure that will include a Master PPA and Supplementary PPAs. The Master PPA will include terms and conditions for all project phases and Supplementary PPAs may be exercised by the Authority for individual phases of PV system construction. The execution of any Supplementary PPA would be at the sole discretion and direction of the President/CEO and the Board. The construction and operation of each of these phases is as follows:

Phase 1: Design, construction, installation, operation and maintenance of a 2.2 MW PV system in the Economy parking lot. Design starts immediately after contract execution and construction/energy production is complete in spring of 2016. The Authority shall pay a rate no greater than 13.95 cents per kilowatt-hour at a zero percent yearly rate of escalation as stated in LFS2's proposal.

Phase 2: Design, construction, installation, operation and maintenance of a minimum of 1 MW PV system in the Economy parking lot. The President/CEO will have the option to execute this phase in early 2016 after the Authority staff reviews electrical demand to determine if there is sufficient consistent electrical demand for an additional phase of at least 1 MW capacity and it is determined to be in the Authority's best interest to execute Phase 2. The President/CEO shall have sole discretion to execute a Supplementary PPA to allow an increase in the PV system's capacity. This work will be completed and energy produced prior to the end of calendar year 2016. If the President/CEO exercises the option to increase the capacity of the PV system, the Authority shall pay a rate no greater than 13.95 cents per kilowatt-hour at a zero percent yearly rate of escalation as

stated in LFS2's proposal. The President/CEO is not required to enter into a Supplementary PPA if she finds it is not in the Authority's best interest to do so.

Future Phases Placed in Service After December 31, 2016: Design, construction, installation, operation and maintenance of a minimum of 1 MW PV system in the Economy parking lot. The Board, in its sole discretion, will have the option to execute future phases for increased system capacity completed after December 31, 2016. For phases completed after December 31, 2016, LFS2 does not guarantee the 13.95 cent per kilowatt price set forth in its proposal. The total sum of all phases will not exceed 5.1 MW.

All of these phases are proposed to be on carport structures in the Economy parking lot. The original proposal included 2.0 MW on the top level parking deck of the RCC and required that the construction be completed prior to the opening of the RCC in January 2016. The rental car companies have indicated that construction on the top level of the RCC after the building is operational has the potential to impact their operations and that they would prefer that all construction be completed prior to their move-in. At this time, the completion of contract negotiations, design, permitting and construction of a PV system on the RCC is expected to require 7-10 months and would require potentially disruptive construction on the RCC top level during rental car operations. The Economy parking lot has sufficient space to accept all phases of the PV system.

LFS2 representatives have indicated that they are able to maintain the cost of 13.95 cents per kilowatt-hour ("kWh") of electricity generated that was included in the original proposal for all phases that are operational by the end of calendar year 2016. LFS2 has indicated that their proposed rate was dependent upon receiving the ITC of up to 30%. The ITC is currently scheduled to remain at 30% for all PV systems that achieve commercial operations through December 31, 2016. The ITC will reduce to 10% for PV systems that achieve commercial operations January 1, 2017 and thereafter. If construction of future phases extends into calendar year 2017, LFS2 has indicated that the proposed rate will not be viable for those future phases due to the reduced ITC. The proposed amended contract will reflect that the Board, in its sole discretion, may agree to future phases at a different price if it finds it is in the best interest of the Authority to do so. The Board also may decide not to go forward with increased capacity.

LFS2 representatives provided a listing of the cost differential between locating a portion of the PV system on the top level of the RCC and locating it in the Economy parking lot. The Authority staff confirmed that LFS2 will have a construction cost savings from not having to build a long-span steel structure and a fire sprinkler system on the top level of the RCC and will have additional costs related to construction of a foundation for the carport structures in the Economy parking lot. LFS2 will also have additional costs related to the phasing of the PV system installation including additional mobilization costs, additional design costs, additional project management costs and additional financing costs. Staff has analyzed the information provided and believes that the additional costs listed will exceed the cost savings from not building on the RCC and that maintaining the originally proposed cost per kWh is fair and reasonable.

**Fiscal Impact:**

1. OPERATING EXPENSE IMPACT

Adequate funding for the purchase of power generated under the solar power purchase agreement with Lindberg Field Solar 2, LLC is included in the adopted FY 2016 and conceptually approved FY 2017 Operating Expense Budgets within the Utilities line item. Expenses that will impact budget years that have not been adopted or approved by the Board will be included in future year budget requests.

2. CAPITAL PROGRAM IMPACT

All design and construction costs related to the PV system will be borne by Lindberg Field Solar 2, LLC. 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 FY2016—FY2020 Capital Program Budget in Project No. 601020 RCC 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. CEQA: The installation and operation of photovoltaic solar panels are sustainable design measures that reduce greenhouse gas emissions and were included in the Air Quality Management Plan for San Diego International Airport and the Supplemental Environmental Impact Report for the Northside Improvements (State Clearinghouse No. 2005091105, August 2011). 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.
  
- B. California Coastal Act Review: This Board action is for a project that 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. At the time of the solicitation, October, 2013, Policy 5.12 provided 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 could not 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. 2015-0081

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AMENDING RESOLUTION NO. 2014-0130, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE: (1) AN AMENDED SITE LEASE AGREEMENT WITH LINDBERG FIELD SOLAR 2, LLC, FOR THE DEVELOPMENT AND INSTALLATION OF A SOLAR PHOTOVOLTAIC GENERATING SYSTEM WITH THE ABILITY TO GENERATE UP TO 5.1 MEGAWATTS USING A PHASED APPROACH; AND (2) AN AMENDED SOLAR POWER PURCHASE AGREEMENT WITH LINDBERG FIELD SOLAR 2, LLC, TO FINANCE, DESIGN, INSTALL, OPERATE, AND MAINTAIN A SOLAR PHOTOVOLTAIC GENERATING SYSTEM WITH THE ABILITY TO GENERATE UP TO 5.1 MEGAWATTS, ALLOWING A PHASED INSTALLATION AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on July 3, 2014, the Authority issued a request for proposals (“RFP”) for the implementation of a solar PV generating system at the Airport; and

WHEREAS, on August 12, 2014, proposals were received in response to the RFP from 7 firms; and

WHEREAS, an Authority Evaluation Panel (“Panel”) comprised of representatives from various Authority departments evaluated the seven proposals to determine the highest ranking proposals and thereafter invited three firms for interviews; and

WHEREAS, the Panel conducted interviews, and following deliberations determined that Lindberg Solar 2, LLC (Borrego Solar Systems, Inc.) was the best qualified firm to design, install, operate and maintain a solar PV generating system; and

WHEREAS, at the December 4, 2014 Board meeting, the San Diego County Regional Airport Authority (“Authority”) Board adopted Resolution No. 2014-0130 approving and authorizing the President/CEO to negotiate and execute a site lease agreement (“lease”) and solar power purchase agreement (“PPA”) to finance, design, install, operate, and maintain a solar photovoltaic generating system (“PV system”) with Lindberg Field Solar 2, LLC (“LFS2”); and

WHEREAS, the authorization was for a 5.1 megawatt ("MW") PV system to be located on the north side of San Diego International Airport ("Airport"), with 2.0 MW located on the roof of the Rental Car Center ("RCC") and 3.1 MW located in the adjacent Economy parking lot. The 5.1 MW PV system was expected to begin operation and producing energy in January 2016; and

WHEREAS, Authority staff began negotiations with LFS2 representatives in January 2015, as part of their due diligence during these negotiations, LFS2 reviewed the detailed electricity demand data for the Airport from August 2013 through December 2014 in order to confirm that electrical demand and generation capacity aligned; and

WHEREAS, LFS2's review determined that, when combined with the south side 3.3 MW PV system being installed at Terminal 2 West under a separate PPA, there was the potential that an additional 5.1 MW PV system on the north side could result in over-generation of electricity during specific time periods during the year; and

WHEREAS, LFS2's review indicated that there is currently a consistent demand for an additional 2.2 MW of PV system generation; and

WHEREAS, although battery storage would be a solution for potential over generation of PV electricity, such technology is not yet practical. The battery storage option has great potential and is expected to evolve into a desired option for the future; and

WHEREAS, LFS2's analysis was for the period through December 2014 and does not account for expected electrical demand increases in 2015 and 2016; and

WHEREAS, LFS2's representatives have indicated that potential project financiers require documented electrical demand in order to determine a PV system size that they will be willing to finance; and

WHEREAS, the Authority has completed the construction of a campus-wide 12 thousand volt (12 kV) electrical micro-grid throughout the campus; and

WHEREAS, electrical services previously provided under multiple separate accounts with San Diego Gas & Electric ("SDG&E) are currently being transferred on to the 12 kV micro-grid with transfers expected to be completed in August 2015; and

WHEREAS, the Request for Proposal (“RFP”) for the north side PPA that resulted in the Board action in December 2014 authorizing the President/CEO to negotiate and execute a PPA with LFS2 was based on load growth assumptions that included future loads being added to the 12kV micro grid; this would increase the Airport’s energy demand and validate an additional 5.1 MW of solar generation; and

WHEREAS, to date some of these assumed loads were not added as originally scheduled or will not be added at this time due to operational or logistical reasons; and

WHEREAS, some of the larger loads that were assumed to be added but have not been added to the 12kV micro-grid include airfield lighting, south cargo buildings, fuel farm, FedEx, north side air cargo building and the fixed base operations building; and

WHEREAS, at this time the Airport cannot justify the 5.1 MW generation originally planned for the north side PPA as indicated in the RFP; and

WHEREAS, a 2.2 MW system can be supported at this time, based on current SDG&E meter data; and

WHEREAS, once remaining SDG&E meters serving the Commuter Terminal and other ancillary facilities are part of the 12 kV micro-grid, these electrical loads are expected to increase the electrical demand that can be offset by PV system electrical generation; and

WHEREAS, the RCC will begin operations in January 2016 and is expected to have a consistent demand of .75 MW concurrent with the peak solar generation time period; and

WHEREAS, the Authority plans to connect additional electrical loads to the 12kV micro-grid in 2016 and 2017, including the existing runway lighting and the future electrical loads from the Parking Plaza; and

WHEREAS, the proposed north side Solar PV system installations (up to 5.1 MW total) will greatly support the Authority’s sustainability initiatives and further demonstrate its environmental leadership; and

WHEREAS, in terms of air quality, the north side Solar PV system, in combination with the recent solar systems on Terminal 2 and in the NTC parking lot, will allow approximately 25% of the Airport’s current total annual electricity use to be generated through onsite renewable energy; and

WHEREAS, this transition to a “cleaner” energy source will result in an up to 14% reduction in Airport-controlled greenhouse gas emissions; and

WHEREAS, the north side Solar PV project will also provide credits towards the Rental Car Center and other future Airport development projects' LEED certification, which is required for all new facilities per the Board's adopted Sustainability Policy; and

WHEREAS, the north side Solar PV installations will expand energy management and generation opportunities using the 12 kV micro-grid, thus contributing to the Airport's overall energy resilience and independence; and

WHEREAS, Authority staff reviewed options including (1) re-competing the opportunity, (2) negotiating a phased solution with LFS2 or (3) not proceeding with installation of a PV system for the north side of the Airport at this time; and

WHEREAS, due to the fact that the Federal Investment Tax Credit ("ITC") of 30%, which is an integral part of any PPA, will expire at the end of 2016 and compared to similar solar PPAs, staff views option 2 as the best course of action for the Authority; and

WHEREAS, Authority staff and LFS2 representatives reviewed various options regarding PV system size and location in order to allow the Authority to continue with this project; and

WHEREAS, Authority staff and LFS2 believe that a phased contracting structure will allow a PV system with a capacity up to 5.1 MW delivered using a phased approach; and

WHEREAS, these phases are proposed to be on carport structures in the Economy parking lot and the total sum of all phases will not exceed 5.1 MW; and

WHEREAS, the original proposal contemplated 5.1 MW delivered by 2.0 MW on the top level parking deck of the RCC and 3.1 MW located in the adjacent Economy parking lot and completion by January 2016; and

WHEREAS, at this time, the completion of contract negotiations, design, permitting and construction of a PV system on the RCC is expected to require 7-10 months and would require potentially disruptive construction on the RCC top level during rental car operations; and

WHEREAS, the Economy parking lot has sufficient space to accept all phases of the PV system; and

WHEREAS, the proposed amended contract would maintain the cost of 13.95 cents per kilowatt-hour (kWh) of electricity generated that was included in the original proposal for the initial 2.2 MW and for all subsequent phases where a PPA is executed on or before April 30, 2016 and the PV system is operational by December 31, 2016; and

WHEREAS, LFS2 has indicated that their proposed rate was dependent upon receiving the ITC of up to 30%; and

WHEREAS, the ITC is currently scheduled to remain at 30% for all PV systems that achieve commercial operations through December 31, 2016; and

WHEREAS, the ITC will reduce to 10% for PV systems that achieve commercial operations January 1, 2017 and thereafter; and

WHEREAS, if construction of future phases extends into calendar year 2017, LFS2 has indicated that the proposed rate will not be viable for those future phases due to the reduced ITC; and

WHEREAS, the proposed amended contract will allow the Authority sole discretion to exercise any future phase beyond the initial 2.2 MW; and

WHEREAS, LFS2 representatives provided a listing of the cost differential between locating a portion of the PV system on the top level of the RCC and locating it in the Economy parking lot; and

WHEREAS, LFS2 will have a construction cost savings from not having to build a long-span steel structure and a fire sprinkler system on the top level of the RCC and will have additional costs related to construction of a foundation for the carport structures in the Economy Parking Lot; and

WHEREAS, LFS2 will also have additional costs related to the phasing of the PV system installation including additional mobilization costs, additional design costs, additional project management costs and additional financing costs; and

WHEREAS, Authority staff believes that the additional costs listed will exceed the cost savings from not building on the RCC and that maintaining the originally proposed cost per kWh is fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby amends Resolution No. 2014-0130, approving and authorizing the President/CEO to negotiate and execute: (1) an amended site lease agreement with Lindberg Field Solar 2, LLC, for the development and installation of a solar photovoltaic ("PV") generating system with the ability to generate up to 5.1 megawatts using a phased approach; and (2) an amended solar power purchase agreement with Lindberg Field Solar 2, LLC, to finance, design, install, operate, and maintain a solar PV generating system with the ability to generate up to 5.1 megawatts, allowing a phased installation at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board finds that the phased approach to obtaining a solar PV generating system with a capacity up to 5.1 MW is the same or substantially similar to the project advertised in July, 2014; and

BE IT FURTHER RESOLVED that the Board finds that allowing the phased approach to obtaining a solar PV generating system does not require a new solicitation process because it allows the same size and capacity and is similarly located; and

BE IT FURTHER RESOLVED that the Board finds that a re-solicitation of this opportunity is not in the best interest of the Authority because the delay caused by a new solicitation may result in a higher price per KW due to the expiration of the ITC in December 2016 and thus waives the requirements of Policy 5.01, 5.02 and 6.01 requiring a competitive process; and

BE IT FURTHER RESOLVED that the Board authorizes the President/CEO to execute Supplementary PPAs and Site Leases for subsequent phases that increase capacity up to 5.1 MW provided the Authority shall pay no more than 13.95 cents per kWh and the increased capacity is placed in service before December 31, 2016; and

BE IT FURTHER RESOLVED that the Board, in its sole discretion, may authorize the President/CEO to execute Supplementary PPAs and Site Leases for subsequent phases where the increased capacity is placed in service after December 31, 2016; and

BE IT FURTHER RESOLVED that the Board of the San Diego County Regional Airport Authority 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. Section 15378; 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 23<sup>rd</sup> day of July 2015, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

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

APPROVED AS TO FORM:

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BRETON K. LOBNER  
GENERAL COUNSEL



## Item 16

**Amend Board Resolution 2014-0130  
Authorizing the President/CEO to  
Negotiate and Execute an Amended Site  
Lease Agreement and Solar Power  
Purchase Agreement to Finance, Design,  
Install, Operate, and Maintain a Solar  
Photovoltaic Generating System with  
Lindberg Field Solar 2, LLC, at San Diego  
International Airport**

July 23, 2015

Presented by:

Bob Bolton

Director, Airport Design & Construction

# Presentation Topics

## Photovoltaic

### North Side PV

Negotiation Update

Recommendation -  
Allowing a Phased Installation

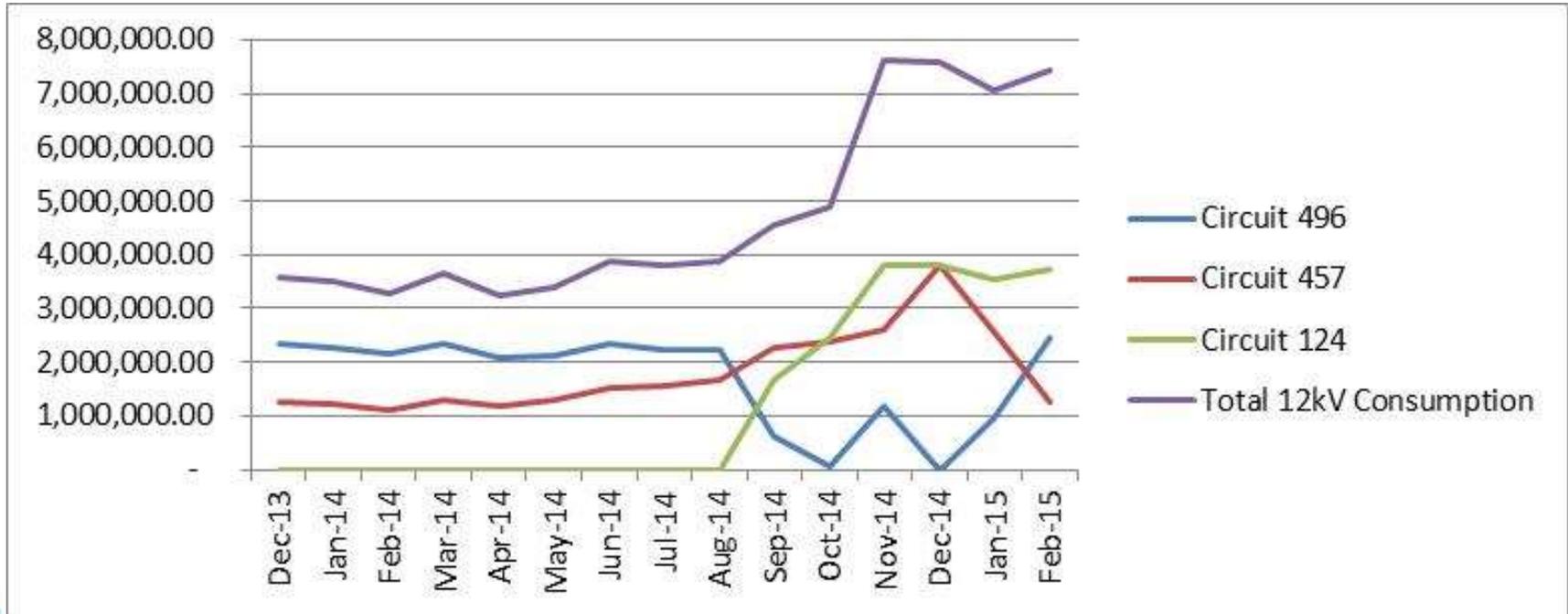
# North Side Photovoltaic Power Purchase Agreement – Phasing

- SDCRAA advertised a Request For Proposals for 5.1 MW of Photovoltaic (PV) based on a plan to add electrical demand to the 12kv Micro Grid
- Existing Meter data does not support 5.1 megawatt solar usage (at this time)
- Anticipate increased electrical demand in 2016 that will support PV power generation
- Current status requires a phased approach
- Proposed 20-year fixed pricing (13.95 cents/kWh) remains the same until January 1, 2017

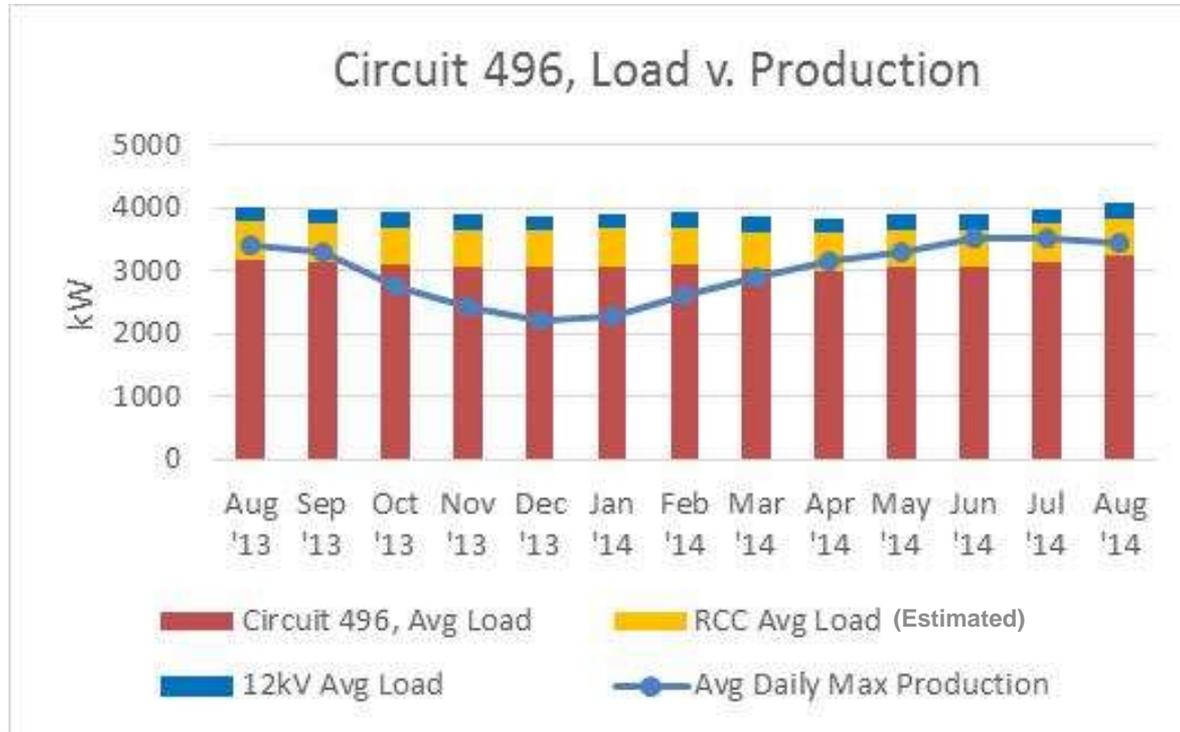
# North Side Photovoltaic Anticipated Electrical Meter Data

- RCC electrical demand will not be known until early 2016
- 12kV loop final phase turned over for commissioning in June (actual load could not be fully quantified due to lack of data)

# North Side Photovoltaic Total 12kv Energy Consumption (KWh)



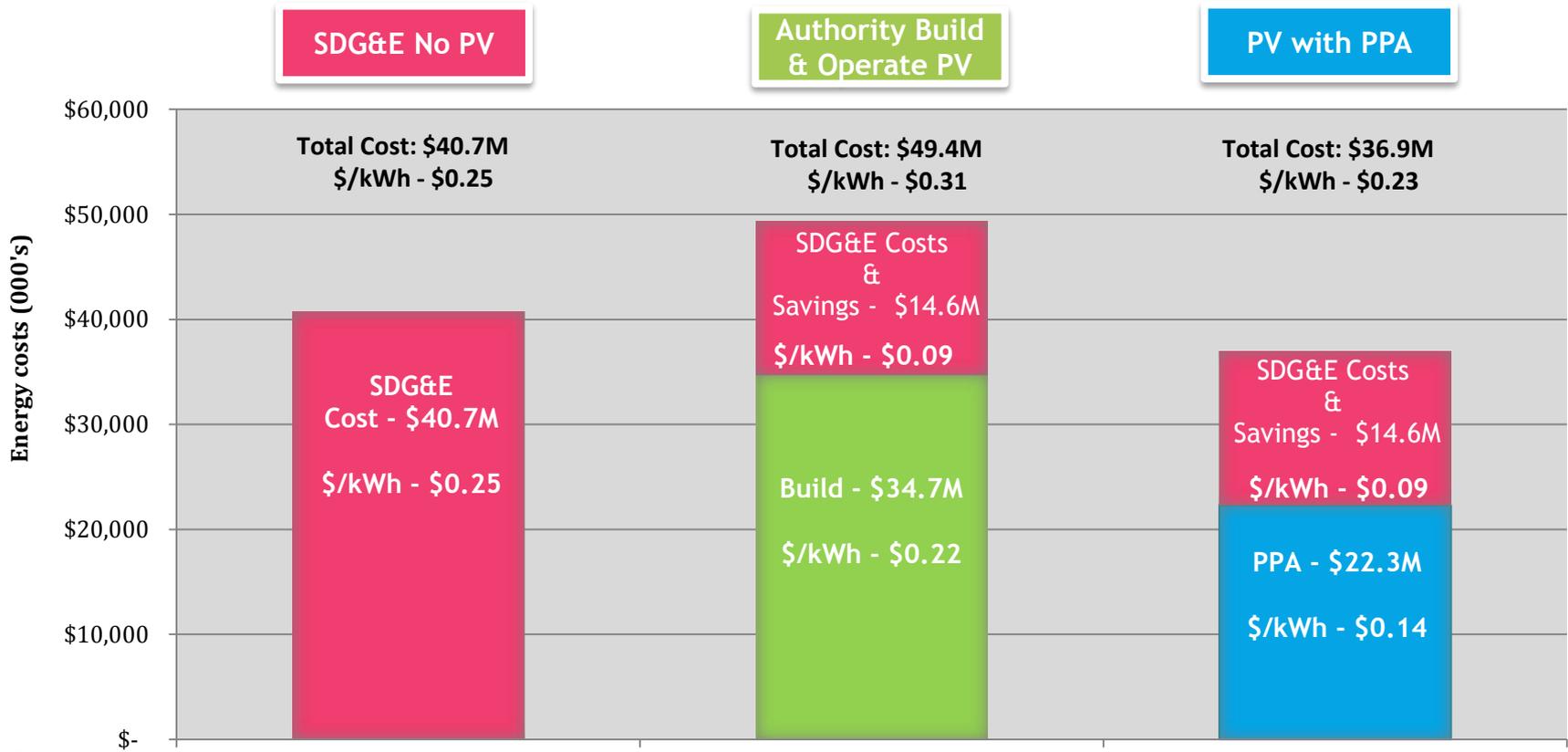
# North Side Photovoltaic Energy Usage vs Solar Production





# North Side Photovoltaic Financials

# North Side - 5 MW Power Generation Options



20 Yr - 160M kWh

20 Yr - 160M kWh

20 Yr - 160M kWh

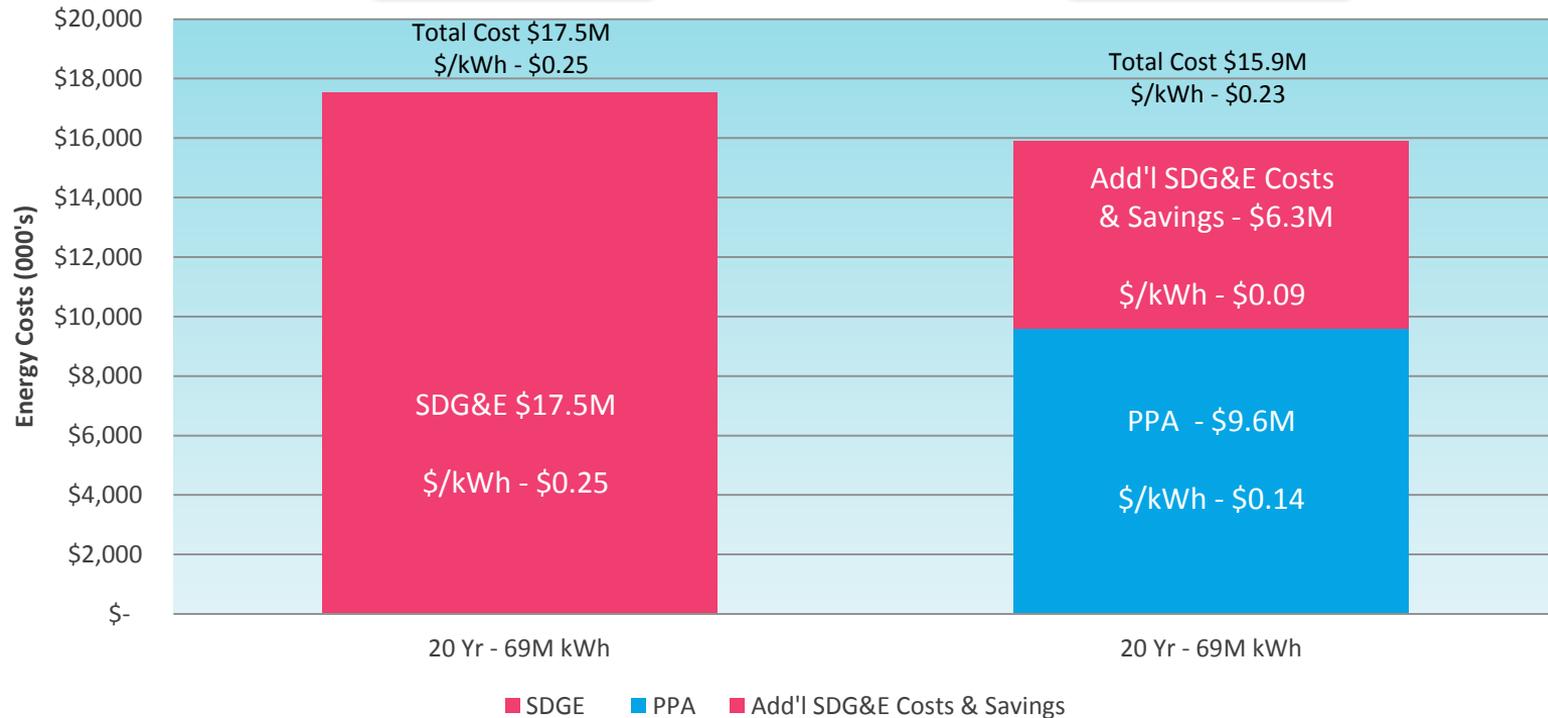
Savings / (Loss) vs. SDG&E - (\$8.6M)  
NPV - (\$4.4M)

Savings / (Loss) vs. SDG&E - \$3.8M  
NPV - \$1.8M

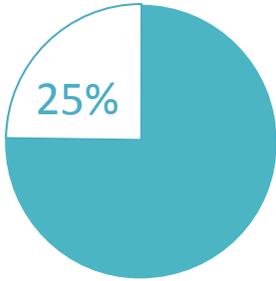
# North Side - 2.2 MW Power Generation Options

SDG&E No PV

PV with PPA



# North Side Photovoltaic Sustainability



ONSITE  
ELECTRICITY  
GENERATION



GHG  
EMISSION  
REDUCTIONS



LEED CREDITS  
FOR RCC &  
FUTURE  
FACILITIES



CONTINUED  
LEADERSHIP

# North Side Photovoltaic Installation

Original Proposal - Total 5 MW



# North Side Photovoltaic Installation

## Phases

**Changes to original Board Action for North Side PV Development**

PV will no longer be placed on the RCC Roof as part of this PPA

Phase 1 PV installation will total 2.2 Megawatts

Proper sizing of Additional Phases to meet demand will be determined once the RCC is operational

Phase 1  
2.2 MW

Additional  
Phases

# North Side Photovoltaic Recommendation

- Amend Resolution No. 2014-0130 authorizing the President/CEO to negotiate and execute: (1) an amended site lease agreement with Lindberg Field Solar 2, LLC, for the development and installation of a solar photovoltaic (“PV”) generating system with the ability to generate up to 5.1 megawatts using a phased approach; and (2) an amended solar power purchase agreement with Lindberg Field Solar 2, LLC, to finance, design, install, operate, and maintain a solar PV generating system with the ability to generate up to 5.1 megawatts, allowing a phased installation at San Diego International Airport.



# Questions?



**SAN DIEGO**  
INTERNATIONAL AIRPORT.  
LET'S GO.



**SAN DIEGO COUNTY  
REGIONAL AIRPORT AUTHORITY**

Meeting Date: **JULY 23, 2015**

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**Subject:**

**Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority**

**Recommendation:**

For information only.

**Background/Justification:**

Authority Policy 3.30 (2)(b) and (4)(b) require that business expenses reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

Authority Policy 3.40 (2)(b) and (3)(b) require that travel expense reimbursements of Board Members, the President/CEO, the Chief Auditor and the General Counsel be approved by the Executive Committee and presented to the Board for its information at its next regularly scheduled meeting.

The attached reports are being presented to comply with the requirements of Policies 3.30 and 3.40.

**Fiscal Impact:**

Funds for Business and Travel expenses are included in the FY 2014-2015 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 & INFORMATION GOVERNANCE/AUTHORITY CLERK

# **EXPENSE REPORTS**

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

*(To be completed within 30 days from travel return date)*

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 6/5/2015 RETURN DATE: 6/8/2015 REPORT DUE: 7/8/15  
 DESTINATION: Philadelphia, PA

*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	
		6/7/15	6/8/15				6/5/15	6/6/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$601.71								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.)*			34.15				34.15		68.30
Hotel*		252.95					252.95	252.95	758.85
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)									0.00
Meals (Include tips pd.)	Breakfast*	27.22							27.22
	Lunch*		21.55				9.99		31.54
	Dinner*						31.14		31.14
	Other Meals*								0.00
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>601.71</b>	<b>252.95</b>	<b>55.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>328.23</b>	<b>252.95</b>	<b>917.05</b>

Explanation:	Total Expenses Prepaid by Authority	601.71
	Total Expenses Incurred by Employee (including cash advances)	917.05
	<b>Grand Trip Total:</b>	<b>1,518.76</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	601.71
	<b>Due Traveler (positive amount)<sup>2</sup></b>	
<b>Due Authority (negative amount)<sup>3</sup></b>	<b>917.05</b>	
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SD/CRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.  
<sup>4</sup> Travel and Lodging Expense Reimbursement Policy 3.40      <sup>5</sup> Business Expense Reimbursement Policy 3.30

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella F. Bowens Date: 6/12/15  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE** (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

*Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.*

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowers Dept: Exec 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: 4/14/15 PLANNED DATE OF DEPARTURE/RETURN: 6/5/15 / 6/8/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

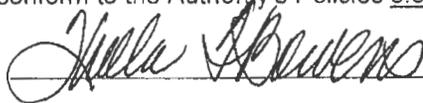
Destination: Philadelphia, PA Purpose: Attend AAAE Conference  
Explanation: Attending the AAAE Policy Review Committee Meeting on June 6 and Airport CEO Leadership Forum on June 7.

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 75.00
B. LODGING	\$ 750.00
C. MEALS	\$ 200.00
D. SEMINAR AND CONFERENCE FEES	\$
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 100.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 1835.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 14 April 2015

**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, Lorraine Bennett, Asst. Authority Clerk II, 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 5/11/15 meeting.  
(Leave blank and we will insert the meeting date.)



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Friday, 1MAY 2015 07:29 PM EDT

**Passengers: THELLA BOWENS (06)**

Agency Reference Number: IWAZBH

Click here to view your current itinerary or ETicket receipt on-line: [tripcase.com](http://tripcase.com)

United Airlines Confirmation NKZTL3

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

<b>AIR</b>	<b>Friday, 5 JUN 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 1610</b>	<b>Class: K-Coach/Economy</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 07:00 AM</b>	
<b>To: Washington Dulles DC, USA</b>	<b>Arrive: 03:06 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 5 hour(s) 6 minute(s)</b>	
<b>Seats: 08D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 2260 / 3616 KM</b>
<b>Equipment: Boeing 737-900 Jet</b>	<b>MEAL: FOOD FOR PURCHASE</b>	
<b>DEPARTS SAN TERMINAL 2</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is NKZTL3</b>		

<b>AIR</b>	<b>Friday, 5 JUN 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 3335</b>	<b>Class: K-Coach/Economy</b>
<b>Operated By: /TRANS STATES AIRLINES DBA UNITED EXPRESS</b>	<b>Depart: 05:26 PM</b>	
<b>From: Washington Dulles DC, USA</b>	<b>Arrive: 06:28 PM</b>	
<b>To: Philadelphia PA, USA</b>	<b>Duration: 1 hour(s) 2 minute(s)</b>	
<b>Stops: Nonstop</b>	<b>Status: CONFIRMED</b>	<b>Miles: 127 / 203 KM</b>
<b>Seats: 03A</b>		
<b>Equipment: Embraer Jet</b>		
<b>ARRIVES PHL TERMINAL D</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>United Airlines Confirmation number is NKZTL3</b>		

<b>AIR</b>	<b>Monday, 8 JUN 2015</b>	
<b>United Airlines</b>	<b>Flight Number: 3340</b>	<b>Class: K-Coach/Economy</b>
<b>Operated By: /TRANS STATES AIRLINES DBA UNITED EXPRESS</b>	<b>Depart: 10:07 AM</b>	
<b>From: Philadelphia PA, USA</b>	<b>Arrive: 11:10 AM</b>	
<b>To: Washington Dulles DC, USA</b>	<b>Duration: 1 hour(s) 3 minute(s)</b>	
<b>Stops: Nonstop</b>	<b>Status: CONFIRMED</b>	<b>Miles: 127 / 203 KM</b>
<b>Seats: 02A</b>		
<b>Equipment: Embraer Jet</b>		
<b>DEPARTS PHL TERMINAL D</b>		

Frequent Flyer Number: [REDACTED]

**United Airlines Confirmation number is NKZTL3**



**United Airlines**

**From:** Washington Dulles DC, USA

**To:** San Diego CA, USA

**Stops:** Nonstop

**Seats:** 08D

**Equipment:** Boeing 737-800 Jet

**ARRIVES SAN TERMINAL 2**

**Frequent Flyer Number:** [REDACTED]

**United Airlines Confirmation number is NKZTL3**

**Flight Number:** 1105

**Depart:** 12:36 PM

**Arrive:** 02:53 PM

**Duration:** 5 hour(s) 17 minute(s)

**Status:** CONFIRMED

**MEAL:** FOOD FOR PURCHASE

**Class:** K-Coach/Economy

**Miles:** 2260 / 3616 KM

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. UNITED AIRLINES CONFIRMATION NUMBER - NKZTL3

**Ticket/Invoice Information**

**Ticket for:** THELLA BOWENS

**Date issued:** 5/1/2015 **Invoice Nbr:** 5340802

**Ticket Nbr:** UA7593317712 **Electronic Tkt:** Yes **Amount:** 571.71

**Base:** 571.71 **US Tax:** 21.20 USD **XT Tax:** -21.20 USD

**Charged to:** [REDACTED]

**Service fee:** THELLA BOWENS

**Date issued:** 5/1/2015

**Document Nbr:** XD0647012608 **Amount:** 30.00

**Charged to:** [REDACTED]

**Total Tickets:** 571.71

**Total Fees:** 30.00

**Total Amount:** 601.71

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PRESIDENT & CEO  
TODD J. HAUTLI

DATE: June 1, 2015  
TO: Thella Bowens  
FROM: Todd Hauptli, President & CEO  
RE: 87<sup>th</sup> Annual AAEE Conference & Exposition

We are looking forward to seeing you in Philadelphia!

Following is your hotel confirmation number and the updated schedule for your reference. Please read all information carefully to verify the details for the week.

Our records show you will be arriving on **6/5/2015 at 6:28 PM on UA3335**. You are responsible for your ground transportation and for your convenience the hotel is 15 minutes from the airport and the cost of a taxi is approximately \$25-30 each way.

Your confirmation number at the Philadelphia Marriott Downtown Hotel is **32C5XSR50**. Philadelphia Marriott Downtown Hotel is located at 1201 Market Street, Philadelphia, PA. The phone number is (215) 625-2900.

We have you returning on **6/8/2015 at 10:07 AM on UA3340**.

## Saturday, June 6

12 - 1 p.m.  
Grand Ballroom Salons I-J  
Philadelphia Marriott  
Downtown

AAAE Board of Directors and PRC Luncheon

1 - 5 p.m.  
Grand Ballroom Salon H  
Philadelphia Marriott  
Downtown

AAAE Board of Directors and PRC Meeting

6:30 - 9:30 p.m.  
Barnes Foundation

87<sup>th</sup> Annual AAEE Leadership Dinner  
Hosted by Philadelphia International Airport

\*Meet in the Lobby of the Philadelphia Marriott Downtown, busses will depart at 6:15 p.m. *Jackets Required*

## Sunday, June 7

12:45 - 4:30 p.m.  
Grand Ballroom Salon H  
Philadelphia Marriott  
Downtown

Airport CEO Leadership Focus

Leadership Lecture with Jeff Fegan & Gina Marie Lindsey and  
Over the Horizon Issues Discussion

5 – 6:30 p.m.  
Hall A  
Pennsylvania Convention  
Center

Exhibit Hall Grand Opening and Corporate Appreciation  
Reception

**Monday, June 8**

7:30 – 9:30 a.m.  
Grand Ballroom Salon H  
Philadelphia Marriott  
Downtown

Airport CEO Leadership Focus  
Leadership Roundtable with Professor Stew Friedman  
(Breakfast will be served at 7:30 a.m.)

12 – 12:25 p.m.  
Room 202B  
Pennsylvania Convention  
Center

Informal Meet and Greet with AAAE Leaders -  
Mary Matalin and James Carville

**Tuesday, June 9**

7:30 – 9 a.m.  
Liberty C  
Philadelphia Marriott  
Downtown

Breakfast for AAAE Leaders  
*Hosted by Airport Consultants Council (ACC)*

9:45 – 10:15 a.m.  
Room 202B  
Pennsylvania Convention  
Center

Informal Meet and Greet with AAAE Leaders -  
Secretary Anthony Foxx - U.S. Department of Transportation

**Wednesday, May 21**

11:30 a.m. – 12 p.m.  
Room 202B  
Pennsylvania Convention  
Center

Informal Meet and Greet with AAAE Leaders -  
The Honorable Christopher A. Hart - National  
Transportation Safety Board

3:30 – 4 p.m.  
Room 107  
Pennsylvania Convention  
Center

AAAE Board of Directors and PRC Meeting

**Sunday, June 7 – Wednesday, June 10**

**87<sup>th</sup> Annual AAAE Conference and Exposition**

All conference events taking place Sunday, June 7 through Wednesday, June 10 including general sessions, concurrent sessions, breakfasts, lunches, the exposition, the airport tours departure, the final banquet and dessert reception, will take place at the Pennsylvania Convention Center.

Philadelphia summer temperatures are in the mid- to upper-80s during the day and mid- to upper-60's in the evenings. Dress is business casual for all meetings. Dress for Wednesday night's banquet is business attire.

**RECEIPTS FROM TRAVEL TO PHILADELPHIA, PA  
JUNE 5-8, 2015 - THELLA F. BOWENS**

GUEST FOLIO

PHILADELPHIA MARRIOTT DOWNTOWN



1681 BOWENS/THELLA 219.00 06/08/15 12:00 14100 17470  
 Room Name Address Rate Depart Time ACCT# GROUP  
 KING SD COUNTY REG. AIRPO 06/05/15 19:03  
 Type 14 Arrive Time

MRW#: XXXXλ

Room Clerk	Address	Payment			
DATE	REFERENCE	CHARGES	CREDITS	BALANCE D/E	
06/05	ROOM	1681, 1 219.00			
06/05	STOCCTAX	1681, 1 15.33	\$252.95		
06/05	LCOCTAX	1681, 1 18.62			
<del>06/06</del>	<del>RM SVC</del>	<del>25031601 21.00</del>			
06/06	ROOM	1681, 1 219.00			
06/06	STOCCTAX	1681, 1 15.33	\$252.95		
06/06	LCOCTAX	1681, 1 18.62			
06/07	THIRTEEN	10791601 27.22			STET - RECEIPT ATTACHED
06/07	ROOM	1681, 1 219.00			
06/07	STOCCTAX	1681, 1 15.33	\$252.95		
06/07	LCOCTAX	1681, 1 18.62			
06/08	AX CARD			\$807.15	

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

Signature X \_\_\_\_\_

THERESA BOWENS  
 PHILADELPHIA, PA  
 6/5-6/8/15

Check Detail

Check # 1079 Table # 27 Check Opened 6/7/2015 9:46 AM Minutes 35.52 Guests 2 Reference Info PHLDT MHR Location Philadelphia Downtwn Employee JEANNIE KITRELL

Check #	Table #	Check Opened	Minutes	Guests	Reference Info	Location	Employee
1079	27	6/7/2015 9:46 AM	35.52	2	PHLDT MHR	Philadelphia Downtwn	JEANNIE KITRELL
		6/7 9:46 AM	1	COFFEE	3.50	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 9:46 AM	1	COFFEE	3.50	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 9:46 AM	1	SIDE 1 EGG	4.00	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 9:46 AM	1	SCRABML		PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 9:46 AM	1	SIDE APPLE BCN	5.50	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 9:46 AM	1	BOWL FRUIT	5.00	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 10:21 AM		ROOM/ACCT CHG	27.22	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 10:21 AM		CHARGE TIP \$	4.00	PHLDT THIRTEEN	JEANNIE KITRELL
		6/7 10:21 AM		A014100R01681		PHLDT THIRTEEN	JEANNIE KITRELL
				Sub Total	21.50		
				Tax	1.72		
				Service Charge	4.00		
				Check Total	27.22		

**RECEIPTS FROM TRAVEL TO PHILADELPHIA, PA  
JUNE 5-8, 2015 - THELLA F. BOWENS**

6/5/15



06/05/2015  
UA1610 SAN-IAD  
Device ID GLX00082830

Receipt #: 0081  
Transaction: 15060500490482830

Sale

Product	Price	Qty	Amt.
AMSkillet	9.99	1	9.99
<i>LUNCH</i>			
Total	USD		9.99
	USD		9.99

**\*Cash Receipt\***

215 GET A CAB  
215 438-2222

DRIVER ID# 00104814  
CAB # P1122  
06/05/2015 18:41 - 19:00  
AIRPORT RATE  
TRIP# 12008 RATE# 2  
MILES 9.51  
FARE \$ 28.50  
FUEL SCHRG. \$ 0.65  
TOLLS \$ 0.00  
GR. TOTAL \$ 29.15

*Taxi - Airport-Hotel  
TOTAL \$34.15*

PPA Complaints  
215 683-9440  
*P.S.O.*

**MAGGIARNO'S**  
12th&Filbert #168  
1201 FILBERT STREET  
215-567-2020

12th&Filbert #168  
1201 FILBERT STREET  
215-567-2020

Server: Jeffrey G 06/05/2015  
Table 60/1 9:46 PM  
Guests: 1 10039  
Order Type: Dine In

Server: Jeffrey G DOB: 06/05/2015  
09:51 PM 06/05/2015  
Table 60/1 #10039

SIDE-SPINACH SAL	6.25
LT CKN PARMESAN	17.95
Subtotal	24.20
Tax	1.94
Total	26.14
Ba	26.14

7340077  
Card #XXXXXXXXXX  
Magnetic card present: BOWENS THELLA F  
Card Entry Method: S

Approval: 505046

Amount: \$ 26.14  
+ Tip: 5.00  
= Total: \$ 31.14

*DINNER*

I agree to pay the above  
total amount according to the  
card issuer's agreement

X \_\_\_\_\_

**RECEIPTS FROM TRAVEL TO PHILADELPHIA, PA  
JUNE 5-8, 2015 - THELLA F. BOWENS**

6/6 - 6/18/15

**\*Cash Receipt\***

215 GET A CAB  
215 438-2222

DRIVER ID# 00101397  
CAB # P0038  
06/08/2015 08:09 - 08:37  
AIRPORT RATE  
TRIP# 19771 RATE# 2  
MILES 11.47  
FARE \$ 28.50

FUEL SCHRG. \$ 0.65  
TOLLS \$ 0.00  
GR. TOTAL \$ 29.15

TAXI - HOTEL - AIRPORT  
\$34.15

PPA Complaints  
215 683-9440

*T.F.B.*

Chef Geoff  
**Dulles Internati**  
703-572-5576  
www.cintl.com

Chef Geoff  
**Dulles Internati**  
703-572-5576  
www.cintl.com

6001 Habtamu  
-----  
Tbl 107/1      Chk 1713      Gst 1  
                    Jun08'15 11:21AM  
-----

Date: Jun08'15 11:34AM  
Card Type:   
Acct #: XXXXXXXX  
Card Entry: SWIPED  
Trans Type: PURCHASE  
Trans Key: BIB004656617687  
Auth Code: 682611  
Check: 1713  
Table: 107/1  
Server: 6001 Habtamu

**Dine In**  
1 Big Spinach                      10.50  
1 \$Add Chicken To Go              7.00  
  
Subtotal                              17.50  
Tax                                      1.05  
11:34AM Total                      **18.55**

Subtotal:                      **18.55**  
Tip:                                      3.00  
Total:                                      \$ 21.55

Keep for your records  
**\*CUSTOMER COPY\***

LUNCH

**THELLA F. BOWENS**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

*(To be completed within 30 days from travel return date)*

TRAVELER: Thella F. Bowens DEPT. NAME & NO. Executive Office/BU 6  
 DEPARTURE DATE: 6/19/2015 RETURN DATE: 6/25/2015 REPORT DUE: 7/25/15  
 DESTINATION: Prague, Czech Republic

*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	
		6/21/15	6/22/15	6/23/15	6/24/15	6/25/15		6/20/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	\$6,971.40								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.)*			34.66		10.34	6.17		6.25	57.42
Hotel*		282.37	282.37	282.37	282.37			282.37	1,411.85
Telephone, Internet and Fax*		51.58							51.58
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel srvs.)									0.00
Meals (include tips pd.)									0.00
Breakfast*									0.00
Lunch*				29.91					29.91
Dinner*		21.04	74.55		72.21				167.80
Other Meals*									0.00
<i>Alcohol is a non-reimbursable expense</i>									0.00
Hospitality <sup>1</sup> *									0.00
Miscellaneous:									0.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>6,971.40</b>	<b>354.99</b>	<b>391.58</b>	<b>312.28</b>	<b>364.92</b>	<b>6.17</b>	<b>0.00</b>	<b>288.62</b>	<b>1,718.56</b>

Explanation:	Total Expenses Prepaid by Authority	6,971.40
	Total Expenses Incurred by Employee (including cash advances)	1,718.56
	<b>Grand Trip Total</b>	<b>8,689.96</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	6,971.40
	<b>Due Traveler (positive amount)<sup>2</sup></b>	<b></b>
	<b>Due Authority (negative amount)<sup>3</sup></b>	<b>1,718.56</b>
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Kim Ayers Ext.: 2447  
 Traveler Signature: Thella Bowens Date: 7/1/15  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE** (To be certified if used by President/CEO, Gen. Counsel, or Chief Auditor)

I, \_\_\_\_\_ hereby certify that this document was approved by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
 (Leave blank and we will insert the meeting date.)

Failure to attach required documentation will result in the delay of processing reimbursement. If you have any questions, please see your department Administrative Assistant or call Accounting at ext. 2806.

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: Exec Office BU6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 3/19/15 PLANNED DATE OF DEPARTURE/RETURN: 6/22/15 / 6/27/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Prague, Czech Republic

Purpose: Attend ACI-NA Europe Biennial Board Meeting and General Assembly

Explanation:

*Every year there is a joint meeting with ACI Europe Board. Last year ACI-NA hosted in Atlanta & this year ACI Europe hosts. Additionally, the U.S. Policy Board and separate ACI-NA Board meeting will convene.*

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 8500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 200.00

B. LODGING \$ 1200.00

C. MEALS \$ 400.00

D. SEMINAR AND CONFERENCE FEES \$ 1300.00

E. ENTERTAINMENT (If applicable) \$           

F. OTHER INCIDENTAL EXPENSES \$ 100.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 11,700.00

**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: 3/27/2015

**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, Lorraine Bennett, Asst. Authority Clerk II, 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 April 6, 2015 meeting.

*(Leave blank and we will insert the meeting date.)*



Traveltrust Corporation  
 374 North Coast Hwy 101, Suite F  
 Encinitas, CA 92024  
 Phone: (760) 635-1700

**ADD TO OUTLOOK**

Wednesday, 13MAY 2015 12:50 PM EDT

**Passengers: THELLA BOWENS (06)**

Agency Reference Number: RPJWWZ

Click here to view your current itinerary or ETicket receipt on-line: [trippase.com](http://trippase.com)

British Airways Confirmation 5OJ6NM

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt  
 Be sure to visit [www.traveltrust.com](http://www.traveltrust.com) for additional travel information

PLEASE CHECK PASSPORT/VISA REQUIREMENTS FOR UNITED KINGDOM  
 PLEASE CHECK PASSPORT/VISA REQUIREMENTS FOR UNITED KINGDOM

<b>AIR</b>	<b>Friday, 19 JUN 2015</b>	
<b>British Airways</b>	<b>Flight Number: 0272</b>	<b>Class: I-Business</b>
<b>From: San Diego CA, USA</b>	<b>Depart: 08:35 PM</b>	
<b>To: London/Heathrow, England, UK</b>	<b>Arrive: 03:10 PM 20JUN</b>	
<b>Stops: Nonstop</b>	<b>Duration: 10 hour(s) 35 minute(s)</b>	
<b>Seats: 11B</b>	<b>Status: CONFIRMED</b>	<b>Miles: 5474 / 8758 KM</b>
<b>Equipment: Boeing 777 Jet</b>	<b>MEAL: MEALS</b>	
<b>DEPARTS SAN TERMINAL 2 - ARRIVES LHR TERMINAL 5</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>AISLE SEAT CONFIRMED</b>		
<b>British Airways Confirmation number is 5OJ6NM</b>		
<b>AIR</b>	<b>Saturday, 20 JUN 2015</b>	
<b>British Airways</b>	<b>Flight Number: 0858</b>	<b>Class: J-Business</b>
<b>From: London/Heathrow, England, UK</b>	<b>Depart: 07:45 PM</b>	
<b>To: Prague, Czech Republic</b>	<b>Arrive: 10:40 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 1 hour(s) 55 minute(s)</b>	
<b>Seats: 03D</b>	<b>Status: CONFIRMED</b>	<b>Miles: 633 / 1013 KM</b>
<b>Equipment: Airbus A320 Jet</b>	<b>MEAL: MEALS</b>	
<b>DEPARTS LHR TERMINAL 3 - ARRIVES PRG TERMINAL 1</b>		
<b>Frequent Flyer Number: [REDACTED]</b>		
<b>AISLE SEAT CONFIRMED</b>		
<b>British Airways Confirmation number is 5OJ6NM</b>		
<b>AIR</b>	<b>Thursday, 25 JUN 2015</b>	
<b>British Airways</b>	<b>Flight Number: 0855</b>	<b>Class: J-Business</b>
<b>From: Prague, Czech Republic</b>	<b>Depart: 11:15 AM</b>	
<b>To: London/Heathrow, England, UK</b>	<b>Arrive: 12:20 PM</b>	
<b>Stops: Nonstop</b>	<b>Duration: 2 hour(s) 5 minute(s)</b>	
<b>Seats: 05C</b>	<b>Status: CONFIRMED</b>	<b>Miles: 633 / 1013 KM</b>
<b>Equipment: Airbus A320 Jet</b>	<b>MEAL: MEALS</b>	

DEPARTS PRG TERMINAL 1 - ARRIVES LHR TERMINAL 3  
Frequent Flyer Number: [REDACTED]

AISLE SEAT CONFIRMED  
British Airways Confirmation number is 5OJ6NM

**AIR** Thursday, 25 JUN 2015



**British Airways**  
From: London/Heathrow, England, UK  
To: San Diego CA, USA  
Stops: Nonstop  
Seats: 11J  
Equipment: Boeing 777 Jet

**Flight Number:** 0273 **Class:** I-Business  
**Depart:** 03:35 PM  
**Arrive:** 06:45 PM  
**Duration:** 11 hour(s) 10 minute(s)  
**Status:** CONFIRMED **Miles:** 5474 / 8758 KM  
**MEAL:** MEALS

DEPARTS LHR TERMINAL 5 - ARRIVES SAN TERMINAL 2  
Frequent Flyer Number: [REDACTED]  
AISLE SEAT CONFIRMED  
British Airways Confirmation number is 5OJ6NM

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. BRITISH AIRWAYS CONFIRMATION NUMBER - 5OJ6NM FOR EMERGENCY SERVICE FROM UNITED KINGDOM - 00-800-7373-7882

**Ticket/Invoice Information**

Ticket for: THELLA BOWENS  
Date issued: 5/13/2015 Invoice Nbr: 5342037  
Ticket Nbr: BA7596251246 Electronic Tkt: Yes Amount: 6931.40  
Base: 5904.00 US Tax: 35.40 USD XT Tax: 992.00 USD  
Charged to: [REDACTED]

Service fee: THELLA BOWENS  
Date issued: 5/13/2015  
Document Nbr: XD0647441157 Amount: 40.00  
Charged to: [REDACTED]

Total Tickets: 6931.40  
Total Fees: 40.00  
Total Amount: 6971.40

[Click here 24 hours in advance to obtain boarding passes:](#)  
[BRITISH AIRWAYS](#)

[Click here to review Baggage policies and guidelines:](#)  
[BRITISH AIRWAYS](#)

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Saturday from 9am-1pm Pacific.  
For EMERGENCY AFTERHOURS assistance in the US, please call 888-221-6043 and use VIP Code SJE72.  
You can also use the Direct Dial Number 682-233-1914 or the collect number 682-647-0061.  
Each call is billable at a minimum \$25.00.



**TO: ACI-NA Board of Directors  
ACI-NA Past Chairs  
ACI-NA Goals and Programs Members**

Attached to this letter you will find the agenda and materials for the June 24 ACI-NA Board meeting in Prague. The full schedule of activities is as follows:

Tuesday, June 23

8:00 PM Joint ACI-NA & ACI Europe Board Dinner  
*Mlýnec Restaurant*

Wednesday, June 24

8:00 AM – 9:30 AM ACI-NA Executive Committee meeting  
*Hilton Prague, Slovanka Room*

9:45 AM – 11:30 AM ACI-NA U.S. Policy Board Meeting  
*Hilton Prague, Tyrolka Room*

11:45 AM – 12:55 PM ACI-NA Board of Directors Meeting  
*Hilton Prague, Tyrolka Room*

1:00 PM – 2:00 PM Joint ACI-NA & ACI Europe Board Luncheon  
*Hilton Prague, Chez Louis Salon*

2:00 PM – 5:00 PM Joint ACI-NA & ACI Europe Board of Directors Meeting  
*Hilton Prague, Athens-Barcelona-Berlin- Brussels Room*

7:30 PM – 9:00 PM ACI Europe General Assembly, Congress and Exhibition  
*Prague Public Transport Museum, Tram Depot*  
Opening Reception

At this Board meeting a number of key decisions will need to be made including approval of the 2015 Downes Award winner and the fiscal year 2016 budget.

We will also have our annual joint meeting with the ACI EUROPE Board. The agenda for that meeting is also included in Tab 29 of this book, as well as a listing of the ACI EUROPE Board members and a bio for Polykarpos Adamidis, Deputy Head of Cabinet, DG Home, European Commission, who will address a number of security issues of concern to both North American and European airports. I would also call your attention to the metrics in Tab 13 as they provide very useful information for the discussion on aviation liberalization that we will also have at the joint Board meeting.

Thella Faye Bowens  
/  
United States

Pokoj / Room: 7059  
Prijezd / Arrival: 20.06.15  
Odjezd / Departure: 25.06.15  
Strana / Page: 1 z 2  
Pokladnik / Cashier: 138 / ALJI  
Pocet osob. / No. of guests: 1 / 0  
Datum vyst. / Date: 25.06.15  
DUZP / Tax Date: 25.06.15  
HH number: ██████████

Hotelovy ucet / Folio No.: 283660

Hilton Prague 25.06.15 08:30

Datum/Date	Text/Description		K uhrade/Debit	Placeno/Credit
20.06.15	Rooms Other Discounts excl VAT		5,937.50	} 6,843.13 CZK
20.06.15	Room VAT	\$282.37	890.63	
20.06.15	City Tax		15.00	
21.06.15	Room Service Dinner Food Room# 7059 : CHECK# 0516264		360.00	} 510 CZK Receipt attached
21.06.15	Room Service Tray Charge Room# 7059 : CHECK# 0516264	\$21.04	150.00	
21.06.15	Fast and Friendly Internet Room# 7059 : CHECK# 1	\$51.58	1,250.00	
21.06.15	Rooms Other Discounts excl VAT		5,937.50	} 6,843.13 CZK
21.06.15	Room VAT	\$282.37	890.63	
21.06.15	City Tax		15.00	
22.06.15	<del>Laundry - Guest Room# 7059 : CHECK# 0910208</del>		<del>365.00</del>	
22.06.15	Taxi voucher 2895 Hp - Centrum	\$17.33	420.00	} 840 CZK
22.06.15	Taxi voucher 2670 Zatisl - HP	\$17.33	420.00	
22.06.15	Rooms Other Discounts excl VAT		5,937.50	} 6,843.13 CZK
22.06.15	Room VAT	\$282.37	890.63	
22.06.15	City Tax		15.00	
23.06.15	Rooms Other Discounts excl VAT		5,937.50	} 6,843.13 CZK
23.06.15	Room VAT	\$282.37	890.63	
23.06.15	City Tax		15.00	
24.06.15	Rooms Other Discounts excl VAT		5,937.50	} 6,843.13 CZK
24.06.15	Room VAT	\$282.37	890.63	
24.06.15	City Tax		15.00	
25.06.15	American Express EFT			37,180.65

CREDIT CARD EXCHANGE RATE = 24.2350 CZK = \$1.00

HOTEL - \$1411.85  
INTERNET - \$ 51.58  
TAXIS - \$ 34.66  
FOOD - \$ 21.04  
\$ 1519.13

Thella Faye Bowens  
/  
United States

Pokoj / Room: 7059  
Prijezd / Arrival: 20.06.15  
Odjezd / Departure: 25.06.15  
Strana / Page: 2 z 2  
Pokladnik / Cashier: 138 / ALJI  
Pocet osob. / No. of guests: 1 / 0  
Datum vyst. / Date: 25.06.15  
DUZP / Tax Date: 25.06.15  
HH number: ██████████

**Hotelovy ucet / Folio No.: 283660**

Hilton Prague 25.06.15 08:30

Datum/Date	Text/Description	K uhrade/Debit	Placeno/Credit
------------	------------------	----------------	----------------

Celkem / Total CZK	37,180.65	37,180.65
--------------------	-----------	-----------

Valid with computer print only / Platne pouze v tistene verzi

K uhrade / Balance	0.00 CZK
--------------------	----------

	NET / Zaklad	VAT / DPH	Gross / Celkem
DPH / VAT 15%	29,687.50	4,453.15	34,140.65
DPH / VAT 21%	2,450.42	514.58	2,965.00
DPH / VAT 0%	0.00	0.00	0.00
Non DPH / VAT	0.00	0.00	0.00
City Tax / Local Tax	75.00	0.00	75.00
DPH / VAT 14%	0.00	0.00	0.00
DPH / VAT 20%	0.00	0.00	0.00
<b>TOTAL</b>	<b>32,212.92</b>	<b>4,967.73</b>	<b>37,180.65</b>

Transaction ID: 530475  
Approval Code: A301685  
Merchant ID: 283722

Credit Card # XXXXXXXXXXXX ██████████  
Approval Amount: 37,180.65 CZK  
Transaction Amount : 37,180.65 CZK

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

Please debit my account by the amount indicated above

Transaction Details Prepared for  
Thella F Bowens  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
JUN252015	QUINN HOTELS PRAHA APRAHA 8	\$1,534.17

Doing business as  
HILTON PRAGUE  
POBREZNI 1  
26504430  
AR.PRAGUE@HILTON.COM  
PRAHA 8  
186 00  
CZECH REPUBLIC

Foreign Spend Amount: 37,180.65 Czech Korunas  
Additional Information: QUINN HOTELS PRAHA A.S (S  
Reference: 320151770181047872  
Category: Travel - Lodging

EXCHANGE RATE = 24.2350 CZK = \$1.00

**RECEIPTS FROM TRAVEL TO PRAGUE, CZECH REPUBLIC  
JUNE 19-25, 2015 - THELLA F. BOWENS**

Qui... .. a, a.s.  
ROOMSERVICE, HILTON PRAGUE  
Tel:420 224841111,DIC CZ26504430  
543 Seman T. 1

1 /5 CHK 6264 GST 1  
21JUN'15 23:08

1 Provence Soup 180.00  
2 @ 90.00  
Fren. fries 180.00  
1 Cover Charge 150.00  
23:09 Total Due 510.00 CZK

TIP : \_\_\_\_\_

TOTAL : \_\_\_\_\_

ROOM Nr. : \_\_\_\_\_

LAST NAME : \_\_\_\_\_

SIGNATURE : \_\_\_\_\_

SERVICE : \_\_\_\_\_ INCLUDED!

Hilton 4 Prague  
Pobřežní 1  
18600 Praha 8

Attendant-Id: 0  
ECR-Id: 1  
ECR-Seq: 857  
EFT Ref-No: 060243

Purchase Reservation  
XXXXXXXXXX

25.06.2015 08:29  
Trm-Id: 30408179  
Act-Id: 282  
AID: A0000001570010  
Trx. Seq-Cnt: 060243  
Trx. Ref-No: 301685  
Auth. Code: 301685  
EPF: 0399AA76B2844427DA8  
9CF4989CFD6E7

Total-EFT CZK: 37180.65

Signature. \_\_\_\_\_

DINNER \$21.04  
6/21/15

HOTEL BILL  
6/25/15

# POUKAZ NA JÍZDU

Objednatel jízdy: ACI EUROPE AISBL



Číslo voucheru : 463658863

Platnost : 18.06.2015 - 30.06.2015

Krytí voucheru: 600,- Kč

Informace k voucheru: Ms. Thella Bowens /airport - hotel Hilton/

TRANSPORTATION VOUCHER



6/20/15

TIP - 150 CZK  
\$6.25

CASH RATE - 23.9939 CZK = \$1.00  
přepravce:

**A A A radiotaxi s.r.o.**  
Wuchterlova 566/7, 160 00 Praha 6

tel.: +420 222 333 222, 14 014

e-mail: hotline@aaataxi.cz

www.aaataxi.cz

#### JAK NEJLÉPE OBJEDNAT JÍZDU?

Stahujte naši aplikaci a objednávejte AAA TAXI rychle, pohodlně a bez poplatků za volání.



#### Podmínky využití voucheru:

Voucher je možno využít do výše částky krytí voucheru. Voucher lze zobrazit na mobilních zařízeních (telefon, tablet) a k využití není nutné jej tisknout. Jízdu můžete objednat přes mobilní aplikaci, [www.aaataxi.cz](http://www.aaataxi.cz) nebo telefonicky na číslech 14 0 14, +420 222 333 222. Rezervace jízdy předem není nutná.

#### GARANCE 100% spokojenosti

Přepravce za jízdu na tento voucher ručí garancí 100% spokojenosti. Pokud nebudete s jízdou spokojeni, zavolejte nám nebo napište na výše uvedené kontakty.

**VOUCHER JE NUTNO PŘEDLOŽIT ŘIDIČI PŘED ZAPOČETÍM JÍZDY!**

ENGLISH



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Enter keyword... Sub

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Exchange Rates for Business



Oahu Luau and Dinner at Nutridge...  
Top Oahu Activities  
Viator

Currency Converter

Currency Tools

Mobile

## Currency Converter

Currency Converter | Historical Exchange Rates | Live Exchange Rates | International Money Transfer

Currency I Have:

US Dollar USD

AMOUNT: I have this much to exchange

1

Currency I Want:

Czech Koruna CZK

AMOUNT: I want to buy something at this price

23.9939

Looking for International Transfer? [Try World First](#)

INTERBANK +/- 0%

DATE: Jun 20, 2015

HELP

Rate Details | Traveler's Cheatsheet

### USD/CZK Details

USD/CZK for the 24-hour period ending Friday, Jun 19, 2015 22:00 UTC @ +/- 0%

Selling 1.00000 USD you get 23.9939 CZK  
Buying 1.00000 USD you pay 24.0191 CZK

Rate Details

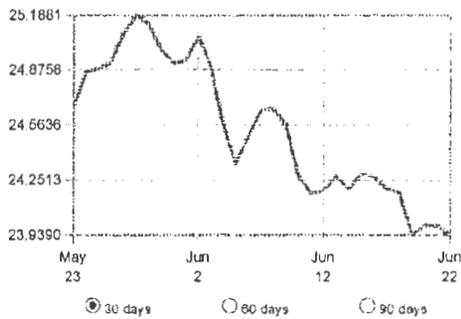
USD/CZK for the 24-hour period ending Friday, Jun 19, 2015 22:00 UTC

	Bid	Ask
	Sell 1 USD	Buy 1 USD
MIN	23.8605	23.9100
AVG	23.9939	24.0191
MAX	24.0994	24.1207

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources.

Recent Trends

USD/CZK average daily bid prices



INTERACTIVE GRAPH

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Hilton.com

### Currency Converter

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Access currency exchange rates back to January, 1990:

- Type currency names, 3-letter ISO currency symbols, or country names to select your currency. Convert world currencies, precious metals, or obsolete currencies, which are marked with an asterisk (\*)
- Choose a percentage from the interbank rate list to better approximate the lowest exchange rates actually charged by your financial institution ([Find out more about interbank rates.](#))

FX/CFD trading for the public is not suitable for everyone. Trading may not be appropriate for your experience, objectives, financial resources & risk tolerance. Losses can exceed investment. [See full risk warning.](#)

**RECEIPTS FROM TRAVEL TO PRAGUE, CZECH REPUBLIC  
JUNE 19-25, 2015 - THELLA F. BOWENS**

6/22/15



zatisi group



v zatisi



bellevue



Mlync



ZOM



zatisi group



zatisi catering

Exclusive Caterer of:

KONGRESOVÉ CENTRUM  
PRAHA



www.zatisigroup.cz

V Zátíši  
Liliová 1, Praha 1  
DIČ: CZ15269574  
IČO: 15269574  
Tel.: +420 222 221 155  
www.vzatisi.cz

**Bill**

Date: 22.06.2015 20:27:28 Nr. 85208  
Table: 306

**BAR**

<del>0.15 Graner Votilivni</del>	<del>1</del>	<del>175,00 Kč</del>	<del>175,00 Kč</del>
Aquila 0,33L	1	60,00 Kč	60,00 Kč
Tea	1	70,00 Kč	70,00 Kč
<b>SubTotal:</b>			<b>305,00 Kč</b>

**KITCHEN**

D-Angus bavette	1	0,00 Kč	0,00 Kč
D-Chřestová polévka	1	0,00 Kč	0,00 Kč
D-Crème brulée	1	0,00 Kč	0,00 Kč
D-Fole Gras	1	0,00 Kč	0,00 Kč
D-Mošský vlk	1	0,00 Kč	0,00 Kč
Zátíši degustation menu	1	1 490,00 Kč	1 490,00 Kč
<b>SubTotal:</b>			<b>1 490,00 Kč</b>

**SubTotal:** 1 795,00 Kč

**Service charge 10%:** 175,00 Kč

**SubTotal Euro:** 74,80 EUR

**To pay:** 1 970,00 Kč

Items include 21% VAT

Pokladni systém Septim | www.septim.cz

V Zátíši II.  
Liliová 1, Praha 1

MD: 9591102793 INVOICE: 436809  
TID: C1AX2718 BATCH: 000295

**SALE**  
**1970.00 CZK**

**APPROVED**  
\*\*\* CUSTOMER'S COPY \*\*\*

22.06.2015 22:35:04  
AUTHORIZATION CODE: 542358  
000208 040002 010001 000000 0000

Prosíme pečlivě si přečíst

TOTAL  
1970.00  
- 175.00  
1795.00

DINNER - \$ 74.55

CREDIT CARD EXCHANGE RATE  
26.0772 CZK = \$1.00

Transaction Details Prepared for  
Thella F Bowers  
Account Number  
XXXX-XXXXXX

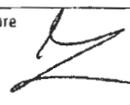
DATE	DESCRIPTION	AMOUNT
JUN22 2015	VINARNA V ZATISI PRAHA 1	\$51.82
	Doing business as V ZATISI LILIOVA 1 15269574 MARKETA@ZATISIGROUP.CZ PRAHA 1 110 00 CZECH REPUBLIC	
	Foreign Spend Amount: 1,970.00 Czech Korunas	
	Additional Information: RESTAURANT	
	Reference: 320151750146366242	
	Category: Restaurant - Restaurant	

EXCHANGE RATE = 24.0772 CZK = \$1.00



**RECEIPTS FROM TRAVEL TO PRAGUE, CZECH REPUBLIC  
JUNE 19-25, 2015 - THELLA F. BOWENS**

6/24/15

<b>Účtenka za hotové / Cash Receipt</b>		<small>danový doklad / tax document</small>	
<input checked="" type="checkbox"/> limousine service	HOTEL - RESTAURANT		No.: 75544
destination HP - Tuzišk		room	
<input type="checkbox"/> parking	<input type="checkbox"/> car wash	<input type="checkbox"/> pneu service	Date: 2 4 0 6 1 5
cash <input checked="" type="checkbox"/>	price/ine-VAT 500,- Kč		signature 
credit card <input type="checkbox"/>			

TAXI = 2  
= 250 CZK



Absorb s.r.o., Dukelských hrdinů 21, 170 00 Praha 7, Tel.: 602 284 964, 233 382 688, IČO: 271 30 266

CASH RATE - 24.1851 CZK = \$1.00

\$10.34

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## Currency Converter

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Currency I Have:

US Dollar USD  
 AMOUNT: I have this much to exchange  
 1

Currency I Want:

Czech Koruna CZK  
 AMOUNT: I want to buy something of this price  
 24.1851

Like 30x

841

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INTERBANK +/- 0%

DATE: Jun 24, 2015 HELP

Rate Details | Traveler's Cheatsheet

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- Mobile Currency Apps
- Exchange Rate Feed/API
- Embeddable Converter Widget
- International Money Transfer

### USD/CZK Details

USD/CZK for the 24-hour period ending Tuesday, Jun 23, 2015 22:00 UTC +/- 0%

Selling 1.00000 USD you get 24.1851 CZK  
 Buying 1.00000 USD you pay 24.2072 CZK

### Rate Details

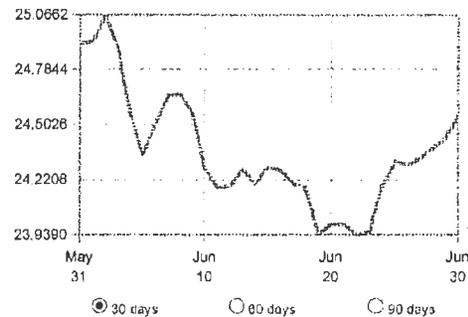
USD/CZK for the 24-hour period ending Tuesday, Jun 23, 2015 22:00 UTC

	Bid	Ask
MIN	23.9428	23.9800
AVG	24.1851	24.2072
MAX	24.4140	24.4300

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources

### Recent Trends

USD/CZK average daily bid prices



30 days 60 days 90 days

INTERACTIVE GRAPH

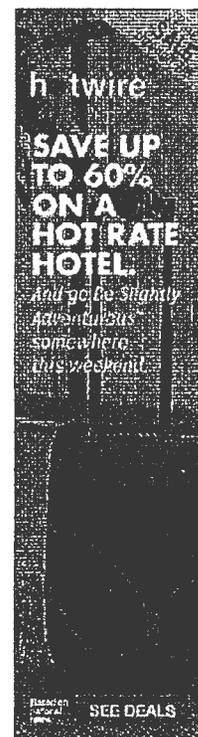
## Currency Converter

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**RECEIPTS FROM TRAVEL TO PRAGUE, CZECH REPUBLIC  
JUNE 19-25, 2015 - THELLA F. BOWENS**

6/24/15

ARIA HOTEL

CODA Roof Terrace  
Trziste a.s.  
Trziste 368/9, 110 00 Praha 1  
IC: 26503727 DIC: CZ26503727  
Zap v OR u MS v Pze od B v l 7483

\*\*\*\*\*CSAS\*\*\*\*\*  
RESTAURANT CODA  
TRZISTÉ 368/9  
PRAHA 1

1007 Ondřej L

Stl 111/1      Uct 3359      Hst 1  
24Cer'15 19:57

OBCHODNÍK: 941333 POSID: 15864  
ÚČTENKA: 978 DÁVKA: 358  
TRNSID: 004159 D@:

1	✓ D-Romaine Salad	720.00	✓
1	✓ D-Halibut	1490.00	✓
1	D-Vahl Choc.Cake	290.00	✓
1	D-Pecan Pie	290.00	
1	✓ RonnefeldLeafCup	170.00	✓
1/2	1 Rajec 0,75	140.00	✓

XXXXXXXXXX  
REFERENČNÍ ČÍSLO: 3359

**PRODEJ  
CZK 1.750,00**

21:35 CELKEM      ~~3100.00~~

Z TOHO SPROPITNÉ: CZK 200,00  
AUTORIZAČNÍ KÓD: 588802  
24.06.2015      2139

SERVICE CHARGE IS NOT INCLUDED

DĚKUJEME VÁM  
ÚČTENKA PRO ZÁKAZNÍKA  
\*\*\*\*\*CSAS\*\*\*\*\*

PRINT NAME: .....

ROOM: .....

TIP/CASH ADVANCE: .....

SIGN : .....

!! SUBTOTAL ONLY !!

!! REDUCET !!

Food TOTAL 1550  
TIP 200  
1750 CZK

U.S \$ 72.21

DINNER

Transaction Details Prepared for  
Thella F Bowers  
Account Number  
XXXX-XXXXXX

DATE	DESCRIPTION	AMOUNT
JUN24 2015	ARIA HOTEL PRAHA 1	\$72.21
	Doing business as	
	ARIA HOTEL	
	TRZISTE 9	
	26503727	
	IVETA.KRUPICKOVA@ARIA.CZ	
	PRAHA 1	
	110 00	
	CZECH REPUBLIC	
	Foreign Spend Amount: 1,750.00 Czech Korunas	
	Additional Information: RESTAURANT	
	Reference: 320151770181505157	
	Category: Travel - Lodging	

EXCHANGE RATE = 24.2348 CZK = \$1.00

# POUKAZ NA JÍZDU

Objednatel jízdy: ACI EUROPE AISBL



Číslo voucheru : 205238529

Platnost : 18.06.2015 - 30.06.2015

Krytí voucheru: 600,- Kč

Informace k voucheru: Ms. Thella Bowens /hotel Hilton - airport/

VOUCHER FOR TRANSP  
AAA 6/25/15

TIP - 150 CZK  
\$6.17

CASH RATE = 24.3158 CZK = \$1 přepravce:  
**A A A radiotaxi s.r.o.**  
Wuchterlova 566/7, 160 00 Praha 6

tel.: +420 222 333 222, 14 014

e-mail: hotline@aaataxi.cz

www.aaataxi.cz

#### JAK NEJLÉPE OBJEDNAT JÍZDU?

Stáhněte naši aplikaci a objednávejte AAA TAXI rychle, pohodlně a bez poplatků za volání.



#### Podmínky využití voucheru:

Voucher je možno využít do výše částky krytí voucheru. Voucher lze zobrazit na mobilních zařízeních (telefon, tablet) a k využití není nutné jej tisknout. Jízdu můžete objednat přes mobilní aplikaci, [www.aaataxi.cz](http://www.aaataxi.cz) nebo telefonicky na číslech 14 0 14, +420 222 333 222. Rezervace jízdy předem není nutná.

#### GARANCE 100% spokojenosti

Přepravce za jízdu na tento voucher ručí garancí 100% spokojenosti. Pokud nebudete s jízdou spokojeni, zavolejte nám nebo napište na výše uvedené kontakty.

**VOUCHER JE NUTNO PŘEDLOŽIT ŘIDIČI PŘED ZAPOČETÍM JÍZDY!**

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## Currency Converter

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Currency Converter    Historical Exchange Rates    Live Exchange Rates    International Money Transfer

### Currency I Have:

US Dollar    USD

AMOUNT: I have this much to exchange

1

### Currency I Want:

Czech Koruna    CZK

AMOUNT: I want to buy something at this price

24.3158

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INTERBANK +/- 0%    DATE: Jun 25, 2015    HELP

Rate Details    Traveler's Cheatsheet

CASH RATE

### USD/CZK Details

USD/CZK for the 24-hour period ending Wednesday, Jun 24, 2015 22:00 UTC @ +/- 0%

Selling 1.00000 USD    you get 24.3158 CZK  
 Buying 1.00000 USD    you pay 24.3361 CZK

### Rate Details

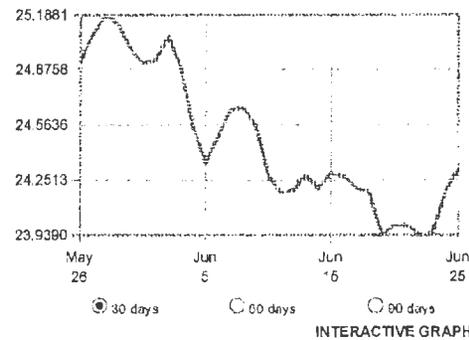
USD/CZK for the 24-hour period ending Wednesday, Jun 24, 2015 22:00 UTC

	Bid	Ask
	Sell 1 USD	Buy 1 USD
MIN	24.2000	24.2220
AVG	24.3158	24.3361
MAX	24.3974	24.4150

These values represent the daily average of the Bid and Ask rates OANDA receives from many data sources.

### Recent Trends

USD/CZK average daily bid prices



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**Destin**

Brand New (Ocean Kissed) 7B/3B Pine Gbl

**MARK BURCHYETT**

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY  
TRAVEL EXPENSE REPORT**

*(To be completed within 30 days from travel return date)*

TRAVELER: Mark Burchyett DEPT. NAME & NO. Office of the Chief Auditor - 016  
 DEPARTURE DATE: 6/6/2015 RETURN DATE: 6/13/2015 REPORT DUE: 7/13/15  
 DESTINATION: Baton Rouge, LA

*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	
		6/7/15	6/8/15	6/9/15	6/10/15			6/6/15	
Air Fare, Railroad, Bus (attach copy of itinerary w/charges)	360.20								0.00
Conference Fees (provide copy of flyer/registration expenses)	500.00								0.00
Rental Car*									0.00
Gas and Oil*									0.00
Garage/Parking*									0.00
Mileage - attach mileage form*									0.00
Taxi and/or Shuttle Fare (include tips pd.)*									0.00
Hotel*		179.67	179.67	179.67	179.67			179.67	898.35
Telephone, Internet and Fax*									0.00
Laundry*									0.00
Tips - separately paid (maids, bellhop, other hotel svcs.)		5.00		5.00	4.00			4.00	18.00
Meals (include tips pd.)	Breakfast*	4.00						4.16	8.16
	Lunch*				6.41			10.77	17.18
	Dinner*		35.89		27.66			20.12	83.67
	Other Meals*		4.63		4.20				8.83
<i>Alcohol is a non-reimbursable expense</i>									
Hospitality <sup>1</sup> *									0.00
Miscellaneous: Baggage Fees					25.00			25.00	50.00
									0.00
									0.00
*Provide detailed receipts									0.00
<b>Total Expenses prepaid by Authority</b>	<b>860.20</b>	<b>193.30</b>	<b>215.56</b>	<b>184.67</b>	<b>246.94</b>	<b>0.00</b>	<b>0.00</b>	<b>243.72</b>	<b>1,084.19</b>

Explanation:	Total Expenses Prepaid by Authority	860.20
	Total Expenses Incurred by Employee (including cash advances)	1,084.19
	<b>Grand Trip Total</b>	<b>1,944.39</b>
	Less Cash Advance (attach copy of Authority ck)	
	Less Expenses Prepaid by Authority	860.20
	Due Traveler (positive amount) <sup>2</sup>	
	Due Authority (negative amount) <sup>3</sup>	1,084.19
<i>Note: Send this report to Accounting even if the amount is \$0.</i>		

<sup>1</sup> Give names and business affiliations of any persons whose meals were paid by traveler.  
<sup>2</sup> Prepare Check Request  
<sup>3</sup> Attach personal check payable to SDCRAA

I as traveler or administrator acknowledge that I have read, understand and agree to Authority policies 3.40 - Travel and Lodging Expense Reimbursement Policy<sup>4</sup> and 3.30 - Business Expense Reimbursement Policy<sup>5</sup> and that any purchases/claims that are not allowed will be my responsibility. I further certify that this report of travel expenses were incurred in connection with official Authority business and is true and correct.

Prepared By: Mark Burchyett Ext.: \_\_\_\_\_  
 Traveler Signature: \_\_\_\_\_ Date: 6/15/15  
 Approved By: \_\_\_\_\_ Date: 6.25.15

**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: Mark Burchyett Dept: Chief Auditor  
 Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

**2. DATE OF REQUEST:** 1/21/15 **PLANNED DATE OF DEPARTURE/RETURN:** 6/6/15 / 6/11/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip- continue on extra sheets of paper as necessary):**

Destination: Baton Rouge, LA Purpose: Association of Airport Internal Auditors Conference  
 Explanation: Attend the 2015 AAIA Conference.

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ <u>550</u>
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ <u>200</u>
<b>B. LODGING</b>	\$ <u>750</u>
<b>C. MEALS</b>	\$ <u>200</u>
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ <u>500</u>
<b>E. ENTERTAINMENT (If applicable)</b>	\$ _____
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ _____
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ <u>2200</u></b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: [Signature] Date: 1/21/15

**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**

Lorraine Bennett, Asst. Authority Clerk II, 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 February 9, 2015 meeting.  
 (Leave blank and we will insert the meeting date)

# ASSOCIATION OF AIRPORT INTERNAL AUDITORS

26<sup>TH</sup> ANNUAL CONFERENCE

BATON ROUGE, LA ~ JUNE 7 – 10, 2015

---

**Learning Objectives:** Participants will gain an understanding of various airport business practices and learn techniques to monitor or audit various airport tenant activities. The conference sessions will provide ideas of where to focus limited time and resources, tips to improve practices, and will discuss actual approaches to audit airport operations, tenants, and contractors.

**Program Content:** Speakers from the profession, consulting firms, public accounting, and government will present ideas, concepts, and other industry specific audit content. Topics include audits of concessions, parking, rental cars, construction, risk, fraud, communication skills and tips in using information technology to enhance audit capabilities. See the conference agenda above for more information.

**Program Level:** Entry level to intermediate. Sessions are designed for auditors or financial staff charged with overseeing the contractual requirements of airport tenants. Material is designed for participants who have experience auditing airport operations and tenants, as well as for participants new to the airport environment.

**Prerequisites:** None

**Advanced Preparation:** No advance preparation is required.

**Delivery Method:** Group Live.

**Recommended CPE:** All participants are eligible to receive up to 21 CPE credits.

**Registration Instructions** and conference fees are included in the registration package herein and can also be obtained from the Association's website: [www.airport-auditors.com](http://www.airport-auditors.com)

**Refund/Cancellation Policy:** Refunds in full must be requested in writing by May 15, 2015. Refund requests should be sent via email to Phyllis Daigle at [PDaigle@massport.com](mailto:PDaigle@massport.com). No refunds will be granted after May 15, 2015; however, the remitting organization can send another participant in place of the original registrant.

**Contact Information and Complaint Resolution Policy:** For more information regarding refunds, complaints, and/or program cancellation policies, please contact Tiffany Bai at 703.417.8845 or [Tiffany.Bai@MWAA.com](mailto:Tiffany.Bai@MWAA.com). Written complaints should be addressed to:

Yuesong (Tiffany) Bai, Senior Auditor  
Office of Audit  
Metropolitan Washington Airports Authority  
1 Aviation Circle, Suite 258  
Washington, DC 20001  
Tel: 703.417.8845  
Fax: 703.417.8962



The Association of Airport Internal Auditors is registered with the National Association of State Boards of Accountancy (NASBA), as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN 37219-2417. NASBA sponsor number: 103126 Web site: [www.nasba.org](http://www.nasba.org)



HILTON BATON ROUGE CAPITOL CENTER  
 201 Lafayette Street | Baton Rouge, LA | 70801  
 T: 225 344 5866 | F: 225 906 0595  
 W: hiltoncapitolcenter.com

NAME AND ADDRESS:

Burchyett, Mark  
 UNITED STATES OF AMERICA

Room: 825/K1  
 Arrival Date: 6/6/2015 4:25:00 PM  
 Departure Date: 6/11/2015 10:04:00 AM

Adult/Child: 2/0  
 Room Rate: 159.00

Rate Plan: AAIA  
 HH #  
 AL:  
 Car:

Confirmation Number: 3168524491

6/11/2015

DATE	DESCRIPTION	ID	REF. NO	CHARGES	CREDITS	BALANCE
6/6/2015	GUEST ROOM	MIQUET12	2075283	\$159.00		
6/6/2015	OCCUPANCY TAX	MIQUET12	2075283	\$20.67		
6/7/2015	*KINGFISH LOUNGE	LINTR	2075379	\$4.00		
6/7/2015	GUEST ROOM	MIQUET12	2075895	\$159.00		
6/7/2015	OCCUPANCY TAX	MIQUET12	2075895	\$20.67		
6/8/2015	GUEST ROOM	MIQUET12	2076388	\$159.00		
6/8/2015	OCCUPANCY TAX	MIQUET12	2076388	\$20.67		
6/9/2015	GUEST ROOM	MIQUET12	2076905	\$159.00		
6/9/2015	OCCUPANCY TAX	MIQUET12	2076905	\$20.67		
6/10/2015	GUEST ROOM	GMHAMBLOC	2077486	\$159.00		
		K				
6/10/2015	OCCUPANCY TAX	GMHAMBLOC	2077486	\$20.67		
		K				
6/11/2015	VS **BALANCE**	BAYLENJ	2077805		(\$902.35)	\$0.00



ACCOUNT NO.  
VS

DATE OF CHARGE: 6/11/2015  
 FOLIO NO./CHECK NO: 458242 A

CARD MEMBER NAME  
Burchyett, Mark

AUTHORIZATION: 03311C  
 INITIAL:

ESTABLISHMENT NO. & LOCATION  
 YOUR COMPLETE SATISFACTION IS OUR GOAL! IF THERE IS ANY ASPECT OF YOUR STAY THAT WE CAN IMPROVE UPON, PLEASE DON'T HESITATE TO LET US KNOW.

PURCHASES & SERVICES

TAXES

TIPS & MISC.

CARD MEMBER'S SIGNATURE

TOTAL AMOUNT: -902.35

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

PAYMENT DUE UPON RECEIPT



# Baggage Receipt

Issue Date: 13 JUN 2015 BTR AT0

STAR ALLIANCE MEMBER

Baggage Document	Description	Qty	Fees
0162608625041	First Bag Fee	2	\$50.00

Method of Payment  
 Visa XXXXXXXXXX

Ticket Number  
 0167574936810

Cardholder Name  
 MARK BURCHYETT

Confirmation:  
 CSHQQ7

Carrier	Routing
UA	BTR - IAH
UA	IAH - SAN

**Total Baggage Fees: USD ~~\$50.00~~**

**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

25.00

AGENT REFERENCE: GG ESC BAG



Issue Date: 13 JUN 2015 BTR AT0

STAR ALLIANCE MEMBER

Baggage Document	Description	Qty	Fees
0162608203870	First Bag Fee	2	\$50.00

Method of Payment  
 Visa XXXXXXXXXX

Ticket Number  
 0167574936810

Cardholder Name  
 MARK BURCHYETT

Confirmation:  
 CSHQQ7

Carrier	Routing
UA	SAN - IAH
UA	IAH - BTR

**Total Baggage Fees: USD ~~\$50.00~~**

**Excess Baggage Terms and Conditions:**

- All excess baggage is subject to space availability.
- Receipt for payment must be presented at bag check.
- For refunds or adjustments, see a United representative.

25.00

AGENT REFERENCE: GG ESC BAG

SSF America  
 Peet's Coffee and Tea  
 San Diego Int'l. Airport  
 Date: Jun06 15 05:30AM  
 Card Type: Visa  
 Acct #: XXXXXXXXXX  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Trans Key: 11F004339514343  
 Auth Code: 015150  
 Check: 0069  
 Server: 40115 Angelina

Total 4.16

I agree to pay total according  
 to my card issuer agreement.  
 \*\*\* Customer Copy \*\*\*

Capital City Grill Downtown  
 100 Lafayette Street  
 Baton Rouge, LA 70801  
 ph 225-381-8140

Capital City Grill Downtown  
 100 Lafayette Street  
 Baton Rouge, LA 70801  
 ph 225-381-8140

Guest Check  
 Capital City Grill  
 (225) 381-8140 www.capitalcitygrill.net

TABLE: Table 14 - 2 Guests  
 Server: ALAN R.  
 6/6/2015 6:57:36 PM  
 Sequence #: 0000126  
 ID #: 0123148

ITEM	QTY	PRICE
TENDERLOIN CAESAR	1	<del>\$14.00</del>
- MEDIUM		
- WITH MEAL		
FRENCH DIP	1	\$13.00
Unsweet Tea	(2@\$2.25)	<del>\$4.50</del> 2.25
Subtotal		\$31.50
Total Taxes		<del>\$2.83</del> 1.37
Grand Total		\$34.33
Amount Due:		\$34.33

Thank you for visiting!  
 Come back soon!  
 Guest Check

Capital City Grill  
 (225) 381-8140 www.capitalcitygrill.net

TABLE: Table 14 - 2 Guests  
 Server: ALAN R.  
 6/6/2015 6:59:36 PM  
 Sequence #: 0000126  
 ID #: 0123148  
 Subtotal \$31.50  
 Total Taxes \$2.83  
 Grand Total \$34.33

Credit Purchase  
 Name :BURCHYETT/MARK  
 CC Type :VISA  
 CC Num :xxxx xxxx xxxxx  
 Approval :08093C  
 Server :ALAN R.  
 Ticket Name :Table 14

Payment Amount: <sup>16.62</sup>~~\$34.33~~  
 Tip: 3.50 ~~7-~~  
 Total: ~~41.33~~  
 20.12

X	20%	25%
\$5.15	\$6.87	\$8.58

TSYS  
 CUSTOMER COPY  
 I agree to pay the amount shown above.

Thank you for visiting!  
 Come back soon!

DNC TRAVEL HOSPITALITY  
\*\*George Bush Intercontinental\*\*  
\*\* Salt Lick BBQ \*\*  
CHECK 7302  
SERVER: 1034 ANGELA  
DATE: 06 JUN '15 11:56AM  
CARD TYPE: VISA  
ACCT #: XXXXXXXXXXXX  
EXP DATE: XX XX  
AUTH CODE: 093580  
MARK BURCHYETT

TOTAL

~~21.54~~

IP \$ \_\_\_\_\_

TOTAL \$ 10.77

SIGNATURE  
SIGN ONE COPY AND RETURN  
\*\*\* THANK YOU \*\*\*

### PJ's Coffee

100 Lafayette St  
Baton Rouge, LA 70801  
(225) 381-0055  
pjscoffee@bellsouth.net

June 7, 2015  
3:25 PM

Receipt Ebrc Visa  
Authorization 06333C

Mocha Latte \$4.25  
Single Mocha Latte

Subtotal \$4.25  
Sales Tax \$0.38

Amount \$4.63  
Visa \$4.63

Tip \_\_\_\_\_

Total \_\_\_\_\_

x \_\_\_\_\_

I agree to pay the above total amount  
according to my card issuer agreement



CC's Coffee House

5120

327 North Blvd  
Baton Rouge, LA 70821  
Phone # (225)389-0511

Dine In

6/10/2015 Reg 1 4:34:36 PM  
Order 193362 Emp E'Keidra

1 MCHA TL 3.85  
CAMEL 0.50  
WHOLE  
1 MCHASUPI TL 3.85

SubTotal 8.00  
Prepared Tax .35 0.72  
Total 8.72  
Visa 8.72

Acct: xxxxxxxxxxxx  
Authorization: 06026C

4.20

My CC's Card Rewards Earned

\*\*\*\*\*  
Join us online  
Facebook Twitter Instagram  
ccscoffeehouse  
\*\*\*\*\*

Questions or comments?  
Contact us at GuestServices@ccscoffee.com

Capital City Grill Downtown  
100 Lafayette Street  
Baton Rouge, LA 70801  
ph 225-381-8140

Capital City Grill Downtown  
100 Lafayette Street  
Baton Rouge, LA 70801  
ph 225-381-8140

Guest Check  
Capital City Grill  
(225) 381-8140 www.capitalcitygrill.net

Capital City Grill  
(225) 381-8140 www.capitalcitygrill.net

TABLE: Table 21 - 3 Guests  
Server: MITCHELL P.  
6/10/2015 7:09:09 PM  
Sequence #: 0000161  
ID #: 0123824

TABLE: Table 21 - 3 Guests  
Server: MITCHELL P.  
6/10/2015 7:12:14 PM  
Sequence #: 0000161  
ID #: 0123824

ITEM	QTY	PRICE
GREEN APPLE SALMON	1	\$19.00
- MEDIUM		
SHRIMP/FISH PLATTER	1	\$19.00
Unsweet Tea	(2@)	\$2.25 \$4.50
Subtotal		\$42.50
Total Taxes		\$3.82
Grand Total		\$46.32
Amount Due:		\$46.32

Subtotal \$42.50  
Total Taxes \$3.82

Grand Total \$46.32

Credit Purchase

Name : BURCHYETT/MARK  
CC Type : VISA  
CC Num : xxxx xxxx xxxx  
Approval : 06397C  
Server : MITCHELL P.  
Ticket Name : Table 21

Payment Amount: \$46.32

Tip: 9-

Total: 55.32

27.66

Thank you for visiting!  
Come back soon!  
Guest Check

x  
15% \$6.95  
20% \$9.26  
25% \$11.58  
TSYS

CUSTOMER COPY

I agree to pay the amount shown above.

Thank you for visiting!  
Come back soon!



Traveltrust  
Phone: 1-760-635-1700

## Electronic Invoice

Prepared For:  
BURCHYETT/MARK A

SALES PERSON	E4
INVOICE NUMBER	5332808
INVOICE ISSUE DATE	20 Feb 2015
RECORD LOCATOR	FVKBYK
CUSTOMER NUMBER	0000SDCRAA

Client Address  
SAN DIEGO COUNTY REG AIRPORT AUTHORITY  
PO BOX 82776  
SAN DIEGO CA 92138-2776

### DATE: Sat, Jun 06

#### Flight: UNITED AIRLINES 1494

From	SAN DIEGO, CA	Departs	6:20am
To	HOUSTON GEO BUSH, TX	Arrives	11:30am
Departure Terminal	2	Arrival Terminal	C
Duration	3hr(s) 10min(s)	Class	United Economy
Type	BOEING 737-800 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BURCHYETT/MARK A	Seat(s) -	<del>30B</del> 22B

### DATE: Sat, Jun 06

#### Flight: UNITED AIRLINES 4089

From	HOUSTON GEO BUSH, TX	Departs	2:00pm
To	BATON ROUGE, LA	Arrives	3:03pm
Departure Terminal	B		
Duration	1hr(s) 3min(s)	Class	United Economy
Type	EMBRAER JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BURCHYETT/MARK A	Seat(s) -	08C ✓

### DATE: Sat, Jun 13

#### Flight: UNITED AIRLINES 4228

From	BATON ROUGE, LA	Departs	11:45am
To	HOUSTON GEO BUSH, TX	Arrives	12:50pm
		Arrival Terminal	B
Duration	1hr(s) 5min(s)	Class	United Economy
Type	EMBRAER JET	Meal	
Stop(s)	Non Stop		
Seat(s) Details	BURCHYETT/MARK A	Seat(s) -	06C ✓

**DATE: Sat, Jun 13**

**Flight: UNITED AIRLINES 1555**

From	HOUSTON GEO BUSH, TX	Departs	2:30pm
To	SAN DIEGO, CA	Arrives	3:57pm
Departure Terminal	C	Arrival Terminal	2
Duration	3hr(s) 27min(s)	Class	United Economy
Type	BOEING 737-800 JET	Meal	Food for Purchase
Stop(s)	Non Stop		
Seat(s) Details	BURCHYETT/MARK A	Seat(s) - 22B	✓

**DATE: Thu, Dec 10**

**Others**

HOUSTON GEO BUSH  
THANK YOU FOR  
YOUR BUSINESS

**Ticket Information**

<b>Ticket Number</b>	UA 7574936808	<b>Passenger</b>	BURCHYETT MARK A		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 330.20
<b>Service Fee</b>	XD 0644121970	<b>Passenger</b>	BURCHYETT MARK A		
		<b>Billed to:</b>	AX XXXXXXXXXXXX	USD	* 30.00
				<b>SubTotal</b>	USD 360.20
				<b>Net Credit Card Billing</b>	* USD 360.20
					-----
				<b>Total Amount Due</b>	USD 0.00

**ITINERARY NOTES:**

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. UNITED AIRLINES CONFIRMATION NUMBER - CSHQQ7

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.

06 JUN 2015 ▶ 13 JUN 2015 TRIP TO BATON ROUGE, LA

PREPARED FOR  
**BURCHYETT/MARK A**  
**BURCHYETT/JANET**



Traveltrust  
 1-760-635-1700  
 TRAVEL CONSULTANT E4

RESERVATION CODE FVKBYK  
 AIRLINE RESERVATION CODE CSHQQ7 (UA)



**DEPARTURE: SATURDAY 06 JUN** Please verify flight times prior to departure

**UNITED AIRLINES**  
**UA 1494**

**SAN** ▶ **IAH**  
 SAN DIEGO, CA HOUSTON GEO BUSH, TX

Aircraft:  
 BOEING 737-800 JET  
 Distance (in Miles): 1303  
 Stop(s): 0

Duration:  
 3hr(s) 10min(s)

Departing At:  
 6:20am

Arriving At:  
 11:30am

Terminal:  
 TERMINAL 2

Terminal:  
 TERMINAL C

Passenger Name:	Seats:	Class:	Status:	eTicket Receipt(s):	Meals:
» BURCHYETT/MARK A	30B / Confirmed	United Economy	Confirmed	0167574936808	Food for Purchase
» BURCHYETT/JANET	30C / Confirmed	United Economy	Confirmed	0167574936810	Food for Purchase



**DEPARTURE: SATURDAY 06 JUN** Please verify flight times prior to departure

**UNITED AIRLINES**  
**UA 4089**

**IAH** ▶ **BTR**  
 HOUSTON GEO BUSH, TX BATON ROUGE, LA

Aircraft:  
 EMBRAER JET  
 Distance (in Miles): 253  
 Stop(s): 0

Duration:  
 1hr(s) 3min(s)

Departing At:  
 2:00pm

Arriving At:  
 3:03pm

Terminal:  
 TERMINAL B

Terminal:  
 Not Available

Passenger Name:	Seats:	Class:	Status:	eTicket Receipt(s):	Meals:
» BURCHYETT/MARK A	08C / Confirmed	United Economy	Confirmed	0167574936808	
» BURCHYETT/JANET	08D / Confirmed	United Economy	Confirmed	0167574936810	



**DEPARTURE: SATURDAY 13 JUN** Please verify flight times prior to departure

**UNITED AIRLINES**  
**UA 4228**

**BTR** ▶ **IAH**  
 BATON ROUGE, LA HOUSTON GEO BUSH, TX

Aircraft:  
 EMBRAER JET  
 Distance (in Miles): 253  
 Stop(s): 0

Duration:  
 1hr(s) 5min(s)

Departing At:  
 11:45am

Arriving At:  
 12:50pm

Terminal:  
 Not Available

Terminal:  
 TERMINAL B

Passenger Name:	Seats:	Class:	Status:	eTicket Receipt(s):	Meals:
» BURCHYETT/MARK A	06C / Confirmed	United Economy	Confirmed	0167574936808	
» BURCHYETT/JANET	06D / Confirmed	United Economy	Confirmed	0167574936810	



DEPARTURE: **SATURDAY 13 JUN** Please verify flight times prior to departure

**UNITED AIRLINES**  
**UA 1555**

**IAH**  
HOUSTON GEO BUSH, TX

**SAN**  
SAN DIEGO, CA

Aircraft:  
BOEING 737-800 JET

Distance (in Miles): 1303

Duration:  
3hr(s) 27min(s)

Departing At:  
**2:30pm**

Arriving At:  
**3:57pm**

Stop(s): 0

Terminal:  
TERMINAL C

Terminal:  
TERMINAL 2

Passenger Name:	Seats:	Class:	Status:	eTicket Receipt(s):	Meals:
» BURCHYETT/MARKA	22B / Confirmed	United Economy	Confirmed	0167574936808	Food for Purchase
» BURCHYETT/JANET	22C / Confirmed	United Economy	Confirmed	0167574936810	Food for Purchase

**OTHER: THURSDAY 10 DEC**

**OTHER**

**IAH**  
HOUSTON GEO BUSH, TX

Status:  
Confirmed

Information:  
THANK YOU FOR YOUR BUSINESS

**Notes**

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. UNITED AIRLINES CONFIRMATION NUMBER - CSHQQ7

Traveltrust  
1-760-635-1700

TRAVEL CONSULTANT E4

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 6-Jun-15

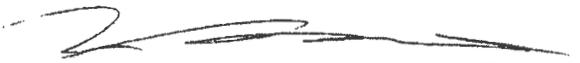
Description of Item/Event: Coffee purchase

Vendor/Event Name: SSP America Peet's Coffee and Tea  
San Diego International Airport

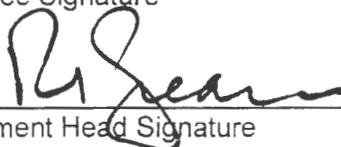
Dollar Amount: \$4.16

Reason for Missing Receipt: A detailed receipt was not provided by the vendor.

I hereby certify that the original receipt in question was lost or none was issued to me.

  
\_\_\_\_\_  
Employee Signature

6/16/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Department Head Signature

6.25.15  
\_\_\_\_\_  
Date

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

MISSING RECEIPT FORM

Employee/Department Head must complete form below.

Date of Purchase/Event: 6-Jun-15

Description of Item/Event: Lunch purchase - Salt Lick BBQ

Vendor/Event Name: DNC Travel Hospitality  
George Bush Intercontinental

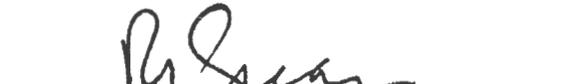
Dollar Amount: \$10.77

Reason for Missing Receipt: A detailed receipt was not provided by the vendor.

I hereby certify that the original receipt in question was lost or none was issued to me.

  
Employee Signature

6/16/15  
Date

  
Department Head Signature

6.25.15  
Date

# **TRAVEL REQUESTS**

**THELLA F. BOWENS**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6  
Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor  
 All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 6/18/15 PLANNED DATE OF DEPARTURE/RETURN: 10/2/15 / 10/7/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

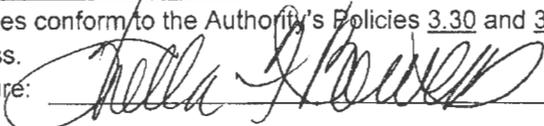
Destination: Long Beach, CA Purpose: ACI-NA Annual Conference and attend the ACI-NA Board & Executive/Committee Meetings  
Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	<u>125.00</u>
B. LODGING	\$	<u>1250.00</u>
C. MEALS	\$	<u>400.00</u>
D. SEMINAR AND CONFERENCE FEES	\$	<u>795.00</u>
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	<u>50.00</u>
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b><u>2620.00</u></b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 6/18/15

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

- By my signature below, I certify the following:
- 1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
  - 2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
  - 3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 6/29/15 PLANNED DATE OF DEPARTURE/RETURN: 9/18/15 / 9/21/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Savannah, GA

Purpose: Attend AAAE Policy Review Committee Meeting

Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	700.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	100.00
B. LODGING	\$	650.00
C. MEALS	\$	200.00
D. SEMINAR AND CONFERENCE FEES	\$	
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>1700.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature: Thella F. Bowens Date: 30 June 2015

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
(Please leave blank. Whoever clerk's the meeting will insert their name and title.)  
by the Executive Committee at its \_\_\_\_\_ meeting.  
(Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Thella F. Bowens Dept: 6

Position:  Board Member  President/CEO  Gen. Counsel  Chief Auditor

All other Authority employees (does not require executive committee administrator approval)

2. DATE OF REQUEST: 6/29/15 PLANNED DATE OF DEPARTURE/RETURN: 9/26/15 / 9/30/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, DC

Purpose: Attend SD Chamber of Commerce, "One Vision, One Voice" Mission

Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 500.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 100.00

B. LODGING \$ 1370.00

C. MEALS \$ 300.00

D. SEMINAR AND CONFERENCE FEES \$ 1299.00

E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ 100.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 3669.00

**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: 30 June 2015

**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.)

**DAVID ALVAREZ**

**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: David Alvarez 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:** 7/2/15 **PLANNED DATE OF DEPARTURE/RETURN:** 9/27/15 / 9/30/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.

Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 535.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 150.00

**B. LODGING** \$ 1,120.00

**C. MEALS** \$ 213.00

**D. SEMINAR AND CONFERENCE FEES** \$ 1,299.00

**E. ENTERTAINMENT (If applicable)** \$ \_\_\_\_\_

**F. OTHER INCIDENTAL EXPENSES** \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 3,367.00

**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: 7/8/2015

**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.)

**APRIL BOLING**

**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: April Boling 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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip-- continue on extra sheets of paper as necessary):**

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.  
 Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

<b>A. TRANSPORTATION COSTS:</b>	
• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
<b>B. LODGING</b>	\$ 1,120.00
<b>C. MEALS</b>	\$ 213.00
<b>D. SEMINAR AND CONFERENCE FEES</b>	\$ 1,299.00
<b>E. ENTERTAINMENT (If applicable)</b>	\$
<b>F. OTHER INCIDENTAL EXPENSES</b>	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3,367.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 7/6/15

**CERTIFICATION BY ADMINISTRATOR** (Where Administrator is the Executive Committee, the Authority Clerk's signature is required).

By my signature below, I certify the following:

1. I have conscientiously reviewed the above out-of-town travel request and the details provided on the reverse.
2. The concerned out-of-town travel and all identified expenses are necessary for the advancement of the Authority's business and reasonable in comparison to the anticipated benefit to the Authority.
3. The concerned out-of-town travel and all identified expenses conform to the requirements and intent of Authority's Policies 3.30 and 3.40.

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE**

I, \_\_\_\_\_, hereby certify that this document was approved  
 (Please leave blank. Whoever clerk's the meeting will insert their name and title )  
 by the Executive Committee at its \_\_\_\_\_ meeting.  
 (Leave blank and we will insert the meeting date.)

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: April Boling 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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 10/4/15 / 10/7/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Long Beach, CA Purpose: Attend ACI-NA Annual Conference  
Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$	
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$	122.00
B. LODGING	\$	877.00
C. MEALS	\$	215.00
D. SEMINAR AND CONFERENCE FEES	\$	945.00
E. ENTERTAINMENT (If applicable)	\$	
F. OTHER INCIDENTAL EXPENSES	\$	50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$</b>	<b>2,209.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 7/2/15

**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.)

**ROBERT H. 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 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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, D.C.

Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.

Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

- AIRFARE \$ 535.00
- OTHER TRANSPORTATION (Taxi, Train, Car Rental) \$ 150.00

B. LODGING \$ 1,120.00

C. MEALS \$ 213.00

D. SEMINAR AND CONFERENCE FEES \$ 1,299.00

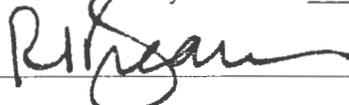
E. ENTERTAINMENT (If applicable) \$ \_\_\_\_\_

F. OTHER INCIDENTAL EXPENSES \$ 50.00

**TOTAL PROJECTED TRAVEL EXPENSE** \$ 3,367.00

**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: 7.8.15

**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)*

**PAUL ROBINSON**

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

**GENERAL INSTRUCTIONS:**

- A. All travel requests must conform to applicable provisions of Policies 3.30 and 3.40.
- B. Personnel traveling at Authority expense shall, consistent with the provisions of Policies 3.30 and 3.40, use the most economical means available to affect the travel.

**1. TRAVELER:**

Travelers Name: Paul Robinson 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: 7/2/15 PLANNED DATE OF DEPARTURE/RETURN: 9/27/15 / 9/30/15

**3. DESTINATIONS/PURPOSE (Provide detailed explanation as to the purpose of the trip— continue on extra sheets of paper as necessary):**

Destination: Washington, D.C. Purpose: Attend S.D. Chamber of Commerce One Region, One Voice: Mission to Washington D.C.

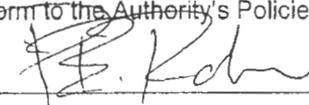
Explanation: \_\_\_\_\_

**4. PROJECTED OUT-OF-TOWN TRAVEL EXPENSES**

**A. TRANSPORTATION COSTS:**

• AIRFARE	\$ 535.00
• OTHER TRANSPORTATION (Taxi, Train, Car Rental)	\$ 150.00
B. LODGING	\$ 1,120.00
C. MEALS	\$ 213.00
D. SEMINAR AND CONFERENCE FEES	\$ 1,299.00
E. ENTERTAINMENT (If applicable)	\$
F. OTHER INCIDENTAL EXPENSES	\$ 50.00
<b>TOTAL PROJECTED TRAVEL EXPENSE</b>	<b>\$ 3,367.00</b>

**CERTIFICATION BY TRAVELER** By my signature below, I certify that the above listed out-of-town travel and associated expenses conform to the Authority's Policies 3.30 and 3.40 and are reasonable and directly related to the Authority's business.

Travelers Signature:  Date: 7/2/15

**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.
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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.)