

Board Members

Gil Cabrera (Chair)
Mary Casillas Salas (Vice Chair)
Catherine Blakespear
Paul McNamara
Paul Robinson
Johanna Schiavoni
James Sly
Nora E. Vargas
Marni von Wilpert

Board Meeting Agenda

Thursday, July 7, 2022
9:00 A.M.

San Diego International Airport
SDCRAA Administration Building
3225 N. Harbor Drive
San Diego, California 92101

Ex-Officio Board Members

Col. Thomas M. Bedell
Gustavo Dallarda
Gayle Miller

President/CEO

Kimberly J. Becker

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

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

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

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

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

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

CALL TO ORDER:

ROLL CALL:

CLOSED SESSION:

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
(Paragraph (1) of subdivision (d) of Cal. Gov. Code §54956.9)
Name of Case: In re Airport Van Rental, Inc., United States Bankruptcy Court Case No. 2:20-bk-20876-BB
2. **CONFERENCE WITH LABOR NEGOTIATORS:**
Cal. Gov. Code §54957.6
Agency designated representatives: Monty Bell, Scott Brickner, Angela Shafer-Payne, Rod Betts, Jeff Rasor, Lola Barnes, Lee Kaminetz
Employee organization: California Teamsters Local 911
3. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Cal.Gov.Code §54957
Title: President/CEO
4. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Cal.Gov.Code §54957
Title: Chief Auditor
5. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Cal.Gov.Code §54957
Title: General Counsel

REPORT ON CLOSED SESSION:

PRESENTATIONS:

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

- **AUDIT COMMITTEE:**
Committee Members: Blakespear, Casillas Salas, Schiavoni, Sly, Vann (Chair), Newsom, Wong Nickerson
- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:**
Committee Members: Blakespear, McNamara, Schiavoni, von Wilpert (Chair)
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:**
Committee Members: Cabrera, McNamara, Robinson (Chair), Vargas

- **FINANCE COMMITTEE:**
Committee Members: McNamara, Schiavoni (Chair), Sly, von Wilpert

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:**
Liaison: Casillas Salas (Primary), Robinson
- **ARTS ADVISORY COMMITTEE:**
Liaison: Schiavoni

LIAISONS

- **CALTRANS:**
Liaison: Dallarda
- **INTER-GOVERNMENTAL AFFAIRS:**
Liaison: Cabrera
- **MILITARY AFFAIRS:**
Liaison: Bedell
- **PORT:**
Liaisons: Cabrera (Primary), Robinson, Vargas
- **WORLD TRADE CENTER:**
Representatives: Robert H. Gleason

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG BOARD OF DIRECTORS:**
Representative: Cabrera (Primary), Robinson
- **SANDAG TRANSPORTATION COMMITTEE:**
Representatives: Schiavoni (Chair), Sly

CHAIR REPORT:

PRESIDENT/CEO REPORT:

NON-AGENDA PUBLIC COMMENT:

Thursday, July 7, 2022

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 6 - 17):

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.

6. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the April 21, 2022, special Board meeting and the June 2, 2022, Board meeting.

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

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

(Board Services: Tony R. Russell, Director/Authority Clerk)

8. AWARDED CONTRACTS, APPROVED CHANGE ORDERS FROM MAY 9, 2022, THROUGH JUNE 12, 2022, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM MAY 9, 2022, THROUGH JUNE 12, 2022:

RECOMMENDATION: Receive the Report.

(Procurement: Jana Vargas, Procurement Director)

9. JULY 2022 LEGISLATIVE REPORT:

RECOMMENDATION: Adopt Resolution No. 2022-0062, approving the July 2022 Legislative Report.

(Government Relations: Matt Harris, Director)

Thursday, July 7, 2022

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

RECOMMENDATION: Adopt Resolution No. 2022-0063, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

(Board Services: Tony R. Russell, Director/Authority Clerk)

11. CONSIDERATION OF WHETHER TO CONTINUE VIRTUAL MEETINGS FOR AUTHORITY BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361:

RECOMMENDATION: Adopt Resolution No. 2022-0064, finding that it is in the best interest of the Authority and the public it serves to continue to hold virtual public meetings of the Board and its Committees because a declared state of emergency is ongoing and continues to directly impact the ability of the Board and its Committees to meet safely in person.

(Legal: Amy Gonzalez, General Counsel)

CLAIMS

12. DENY APPLICATION FOR LEAVE TO PRESENT A LATE CLAIM OF MARK PARRISH:

RECOMMENDATION: Adopt Resolution No. 2022-0065 denying the application for leave to present a late claim of Mark Parrish.

(Legal: Amy Gonzalez, General Counsel)

COMMITTEE RECOMMENDATIONS

CONTRACTS AND AGREEMENTS

13. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN AGREEMENT WITH WILLIAMS SCOTSMAN, INC., TO PROVIDE THREE (3) TEMPORARY TRAILERS FOR THE NEW AIRPORT SHUTTLE BUS PARKING LOT AT SAN DIEGO INTERNATIONAL AIRPORT:

RECOMMENDATION: Adopt Resolution No. 2022-0066, approving and authorizing the President/CEO to negotiate and execute an agreement with Williams Scotsman, Inc., for three (3) temporary trailers for a term of one (1) year, with no options for extension, in an amount not-to-exceed \$200,000, in support of Project No. 413002, Shuttle Lot Relocation at San Diego International Airport and rescinding Resolution No. 2022-0033.

(Airport Design and Construction: Bob Bolton, Director)

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

Thursday, July 7, 2022

- 14. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ON-CALL STORM WATER PROGRAM MANAGEMENT SERVICE AGREEMENT WITH WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INCORPORATED:**
RECOMMENDATION: Adopt Resolution No. 2022-0067, approving and authorizing the President/CEO to execute an On-Call Storm Water Program Management Service Agreement with Wood Environment & Infrastructure Solutions, Incorporated, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$9,000,000.
(Airport Planning and Environmental Affairs: Brendan Reed, Director)
- 15. AWARD A CONTRACT TO HHJ CONSTRUCTION, INC., FOR QUIETER HOME PROGRAM PHASE 12, GROUP 1, PROJECT NO. 381201 THIRTY-THREE (33) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON THIRTY (30) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2022-0068, awarding a contract to HHJ Construction, Inc. in the amount of \$1,530,653.50 for Phase 12, Group 1, Project No. 381201, of the San Diego County Regional Airport Authority's Quieter Home Program.
(Airport Planning and Environmental Affairs: Brendan Reed, Director)
- 16. AWARD A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC., FOR QUIETER HOME PROGRAM PHASE 11, GROUP 11, PROJECT NO. 381111 FORTY-SEVEN (47) NON-HISTORIC SINGLE-FAMILY AND MULTI-FAMILY UNITS ON TWENTY-SIX (26) RESIDENTIAL PROPERTIES LOCATED EAST AND WEST OF THE SAN DIEGO INTERNATIONAL AIRPORT:**
RECOMMENDATION: Adopt Resolution No. 2022-0069, awarding a contract to S&L Specialty Construction, Inc., in the amount of \$1,989,173.41 for Phase 11, Group 11, Project No. 381111, of the San Diego County Regional Airport Authority's Quieter Home Program.
(Airport Planning and Environmental Affairs: Brendan Reed, Director)
- 17. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO EXECUTE AN ENGINEERING CONSULTING SERVICES AGREEMENT WITH P2S INC:**
RECOMMENDATION: Adopt Resolution No. 2022-0070, approving and authorizing the President/CEO to execute an Engineering Consulting Services Agreement with P2S Inc, in an amount not-to-exceed \$3,500,000, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO in support of the Central Utility Plant Optimization and Site Utilities Integration Program, at San Diego International Airport.
(Facilities Management: David LaGuardia, Director)

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

18. AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONTRACT FOR AIRPORT SHUTTLE SERVICE:

RECOMMENDATION: Adopt Resolution No. 2022-0071 authorizing the President/CEO to negotiate and execute a contract for airport shuttle service with Ace Parking Management, Inc. for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed Seventy Million Dollars (\$70,000,000.00).

(Ground Transportation: Marc Nichols, Director)

19. AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONTRACT FOR RENTAL CAR CENTER BUS SERVICE:

RECOMMENDATION: Adopt Resolution No. 2022-0072 authorizing the President/CEO to negotiate and execute a contract for Rental Car Center bus service with SP Plus Corporation for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed One Hundred Three Million Dollars (\$103,000,000.00).

(Ground Transportation: Marc Nichols, Director)

20. PUBLIC EMPLOYEE COMPENSATION: DISCUSSION AND POSSIBLE ACTION CONCERNING THE COMPENSATION OF THE PRESIDENT/CEO:

RECOMMENDATION: The Board will be discussing and possibly taking action regarding the employment contract of the President/CEO.

(Talent, Culture, & Capability: Monty Bell, Director)

21. PUBLIC EMPLOYEE COMPENSATION: DISCUSSION AND POSSIBLE ACTION CONCERNING THE COMPENSATION OF THE CHIEF AUDITOR:

RECOMMENDATION: The Board will be discussing and possibly taking action regarding the employment contract of the Chief Auditor.

(Talent, Culture, & Capability: Monty Bell, Director)

22. PUBLIC EMPLOYEE COMPENSATION: DISCUSSION AND POSSIBLE ACTION CONCERNING THE COMPENSATION OF THE GENERAL COUNSEL:

RECOMMENDATION: The Board will be discussing and possibly taking action regarding the employment contract of the General Counsel.

(Talent, Culture, & Capability: Monty Bell, Director)

GENERAL COUNSEL REPORT:

BUSINESS AND TRAVEL EXPENSE REIMBURSEMENT REPORTS FOR BOARD MEMBERS, PRESIDENT/CEO, CHIEF AUDITOR AND GENERAL COUNSEL WHEN ATTENDING

Board Meeting Agenda

Thursday, July 7, 2022

Page 8 of 9

CONFERENCES, MEETINGS, AND TRAINING AT THE EXPENSE OF THE AUTHORITY:

BOARD COMMENT:

ADJOURNMENT:

Thursday, July 7, 2022

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

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

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

Additional Meeting Information

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

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

For those planning to attend the Board meeting, parking is available in the public parking lot located directly to the East of the Administration Building across Winship Lane. Bring your ticket to the third-floor receptionist for validation.

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

DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
SPECIAL BOARD AND CAPITAL IMPROVEMENT PROGRAM OVERSIGHT
COMMITTEE MEETING MINUTES
THURSDAY, APRIL 21, 2022
BOARD ROOM

CALL TO ORDER: Vice Chair Casillas Salas called the Special Board and Capital Improvement Program Oversight Committee meeting to order at 10:08 a.m., on Thursday, April 21, 2022, electronically and via teleconference pursuant to Assembly Bill 361 and Resolution No. 2022-0031, at the San Diego International Airport, Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

ROLL CALL:

Board

Present: Blakespear, Casillas Salas, McNamara, Robinson, Schiavoni, Sly, von Wilpert

Absent: Bedell (Ex-Officio), Cabrera, Dallarda (Ex-Officio), Miller (Ex-Officio), Vargas

Capital Improvement Program Oversight Committee

Present: Blakespear, McNamara, Schiavoni, Von Wilpert (Chair)

Absent: None

Also Present: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/ Authority Clerk; Miranda Roper, Assistant Authority Clerk I

NON-AGENDA PUBLIC COMMENT: None.

BOARD WORKSHOP:

1. PROPOSED CAPITAL PROGRAM BUDGET FOR FISCAL YEARS 2023-2027:

Bob Bolton, Director, Airport Design and Construction, and Maya Dayan, Director, Capital Financial Planning and Airline Relations, provided a presentation on the Proposed Capital Program Budget for Fiscal Years 2023-2027 that included the Current FY2022-2026 Capital Program – Project Status; CIP Project Development Process; Prioritization Criteria; Electric Vehicle Service Equipment at New T1 Phase 1 - 19 Gates; Electric Vehicle Service Equipment at New T1 Phase 2 - 11 Gates; Upgrade Aircraft Noise Monitoring System; Bird Deterrents at Solar Panels; Replace 2 ARFF Vehicles; Rehabilitate Taxiways; Expand/Remodel; Admiral Boland Way Traffic; New T1 PV Panels and Battery Storage; Access Control System at Perimeter Fence; Upgrade Video Management System; IT Terminal Hardware at T2; Electric Vehicle Supply Equipment at Taxi/TNC Hold Lot; Terminal 2 Roadway Wayfinding Signage Upgrades; Taxi/TNC Break Room Interior Remodeling; Current/Proposed Capital Program; Capital Program Budget Summary; Remaining Budget by Phase; and Source of Funds.

NEW BUSINESS:

2. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the January 20, 2022, regular meeting.

ACTION: Moved by Board Member McNamara and seconded by Board Member Blakespear to approve staff's recommendation. Motion carried unanimously.

3. NEW TERMINAL 1 UPDATE:

Bob Bolton, Director, Airport Design and Construction, provided a presentation on the New T1 Update that included Milestones; Current Construction Impacts; Design Progress and Interiors Update; and Construction Update.

Board Member Schiavoni renewed her request for the Board to receive more history on the Authority's Art Program.

4. NEW TERMINAL 1 OUTREACH UPDATE – Q2 2022:

Michelle Brega, Senior Director, External Communications, provided an update on the New T1 Outreach Update – Q2 2022 that included the New T1 Public Outreach Goal; Messaging Arc; New T1 Customer Messaging Goals through 2022; Messaging Themes; Earned Media – Recent Headlines; Digital Storytelling; Signage and Video Displays; Paid Media Campaign; Campaign Creative; Ongoing Outreach to Airlines; Owned Channels; New T1 Navigator; Website Additions; Stakeholder Feedback; Complaint Process; Community Presentations; and Ongoing Outreach.

COMMITTEE MEMBER COMMENTS:

ADJOURNMENT: The meeting was adjourned at 11:35 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT
AUTHORITY BOARD THIS 7TH DAY OF JULY 2022.

ANGELA SHAFER-PAYNE
VICE PRESIDENT, DEVELOPMENT

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK

DRAFT
SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD
MINUTES
THURSDAY, JUNE 2, 2022
SAN DIEGO INTERNATIONAL AIRPORT
BOARD ROOM

CALL TO ORDER: Chair Cabrera called the regular meeting of the San Diego County Regional Airport Authority Board to order at 9:03 a.m. on Thursday, June 2, 2022, at the San Diego International Airport, Administration Building, 3225 North Harbor Drive, San Diego, CA 92101.

ROLL CALL:

PRESENT: Board Members: Blakespear, Cabrera, McNamara, Robinson, Schiavoni, Sly, Vargas, von Wilpert

ABSENT: Board Members: Bedell (Ex-Officio), Casillas Salas, Dallarda (Ex-Officio), Miller (Ex-Officio)

ALSO PRESENT: Kimberly J. Becker, President/CEO; Amy Gonzalez, General Counsel; Tony R. Russell, Director, Board Services/Authority Clerk; Sean Harris, Assistant Authority Clerk II

PRESENTATIONS:

A. SDCERS ACTUARIAL VALUATION UPDATE FOR THE SAN DIEGO INTERNATIONAL AIRPORT:

Gregg Rademacher, Chief Executive Officer, SDCERS provided a presentation on SDCERS Actuarial Valuation Update for the San Diego International Airport that included the Valuation Process; Balancing Funding Objectives; Declining Interest Rates; Investment Return Assumption; UAL Change History; Valuation Results; Funding Ratio Survey; UAL Funding Survey; and Required Disclosures.

B. EXISTING TERMINAL 1 PARKING LOT CLOSURE AND PEDESTRIAN BRIDGE DEMOLITION AND COMMUNICATION STRATEGY:

Jeff Rasor, Interim Vice President, Operations and Jonathan Heller, Director, Communications provided a presentation on the Existing Terminal 1 Parking Lot Closure and Pedestrian Bridge Demolition and Communications Plan that included a timeline for demolition and planned closures, an overview of the communications and outreach plan, and messaging.

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

- **AUDIT COMMITTEE:** Board Member Schiavoni reported that the committee met on May 9 and that the meeting included attendance by the Authority's external

auditor, which initiated the Fiscal Year 2022 financial audit. She also reported that the Authority's Chief Auditor presented the proposed Fiscal Year 2023 Audit Plan and the Third Quarter Report on the activities of the Office of the Chief Auditor and that the items were included on the agenda.

- **CAPITAL IMPROVEMENT PROGRAM OVERSIGHT COMMITTEE:** Board Member von Wilpert reported that there had not been a meeting since the last Board Meeting and that the next CIPOC meeting is scheduled for July 21 and will include construction, communication, and small business updates.
- **EXECUTIVE PERSONNEL AND COMPENSATION COMMITTEE:** Board Member Robinson reported that the committee met on May 26 in closed session to review the performance of the President/CEO, General Counsel, and Chief Auditor.
- **FINANCE COMMITTEE:** Board Member Schiavoni reported that the Committee met on May 23 and reviewed the unaudited financial statements for the ten months ended April 30, 2022, as well as the Authority's investment report as of April 30, 2022, and received an update on the authority's revolving credit facility and outstanding balances. She also reported that the Committee received the annual review of Authority Policy 4.40 - Guidelines for Debt Issuance and Management, and Authority Policy 4.20 - Guidelines for Prudent Investments, and delegating authority to invest and manage Authority funds to the Vice President, Chief Financial Officer/Treasurer.

ADVISORY COMMITTEES

- **AUTHORITY ADVISORY COMMITTEE:** Board Member Robinson reported that the committee has not met but has a scheduled meeting on July 27, 2022.
- **ARTS ADVISORY COMMITTEE:** Board Member Schiavoni reported that for the first time, SAN will celebrate Juneteenth by featuring a concert on Sunday, June 19. She reported that Allan Phillips, a local performer, will entertain travelers with afro-fusion music at Terminal 2 West from 11:30am-1:30pm. She also reported that the Airport will participate in International Make Music Day on Tuesday, June 21 by featuring Sarah Ingraham on SAN's public piano from 11:30am-1:30pm, located near the ticketing area of Terminal 2 West. She also reported that this month the Arts Program plans to release a Call for Artist Submission for this year's Temporary Exhibition program and that the exhibition will be "A Necessary Departure" and aims to feature artwork created by local artists and arts organizations in response to the past two years of the pandemic.

LIAISONS

- **CALTRANS:** None.

- **INTER-GOVERNMENTAL AFFAIRS:** Chair Cabrera reported that, in Washington, Congress has started writing the bills that set federal government spending levels and make policy decisions for the 2023 fiscal year and that the Appropriations committees of both the House and Senate are currently holding hearings on the administration’s budget plan that was issued in late March 2022; and that it is expected that the final budget will be passed after the November 2022 election. He reported that Government Relations staff will continue to monitor federal budget negotiations and advocate for funding in the 2023 fiscal year budget. He reported that, in Sacramento, the Governor released his revised May budget, which includes an unprecedented \$97.5 billion surplus. He reported that half of the budget surplus must be spent on education as required by law, and that the other half, approximately \$49 billion, are discretionary funds that the Governor proposes to spend on financial relief for Californians impacted by inflation, infrastructure, and efforts to combat the ongoing COVID-19 pandemic. He reported that Government Relations staff continues to work with our agency partners and legislative consultants to identify additional funding through the budget and legislative process for our airport.
- **MILITARY AFFAIRS:** None.
- **PORT:** None.
- **WORLD TRADE CENTER:** None.

BOARD REPRESENTATIVES (EXTERNAL)

- **SANDAG BOARD OF DIRECTORS:** Chair Cabrera reported that the SANDAG Board of Directors met three times since the last Board Meeting; and that during the first meeting, staff provided an update on the Central Mobility Hub Program, including the Regional Transit Connection to the Airport; and that the Board approved an amendment to the FY 2022 Program Budget accepting \$2.92 million of Cy Pres Residue funds to support development of feasibility, environmental, and planning studies improving access to the San Diego Airport’s Consolidated Rental Car Center in connection with the Central Mobility Hub project. He also reported that the Board met one day for a workshop on May 26; and that at the second meeting, staff provided an update on the status of major SANDAG and Caltrans projects and programs in the San Diego region.
- **SANDAG TRANSPORTATION COMMITTEE:** Board Member Schiavoni reported that the SANDAG Transportation Committee has not met since the last Board meeting and that the next scheduled meeting is for June 3, 2022.

CHAIR’S REPORT: Chair Cabrera reported that on May 13, the SANDAG Board of Directors met to continue exploring options to have transit connect to the airport, and

that the two main options discussed were, a transit center at the Port of San Diego property that would connect to the airport via a people mover and a trolley spur down Harbor Drive from Santa Fe Depot. He also reported that a future central mobility hub where City Hall is today is also being considered; and that the Airport Authority is committed to making it easier for everyone to access the airport, and that we are working with our regional partners to provide guidance and technical expertise as needed. He congratulated Magda Fernandez, who was recently appointed Harbor Police Chief and Vice President of Public Safety. He reported that Chief Fernandez is the first Latina to serve as chief of Harbor Police.

PRESIDENT/CEO'S REPORT: Kim Becker, President/CEO, reported that on Sunday, May 15 the airport experienced a new post-COVID passenger record with more than 74,600 passengers through the airport. She also reported that SAN saw an average of about 65,000 passengers coming and going each day the Thursday before and on Memorial Day. She also reported that May ended about 13 percent down over 2019 passenger traffic numbers. She reported that Allegiant Air began seasonal nonstop service to Sioux Falls, S.D. on May 19; and that Allegiant Air announced they will offer year-round nonstop service twice a week to Provo, Utah beginning August 18; and that WestJet resumed its nonstop service to Vancouver, British Columbia, Canada on May 19. She also reported that the Authority celebrated Air Canada's first flight from SAN to Montréal, Québec, Canada on May 21; and that Spirit Airlines began nonstop service to Oakland on May 25. She reported that during May, the Airport Authority recognized Asian American and Pacific Islander Heritage Month. She reported that the Airport Authority will add Juneteenth as a paid holiday for all employees, and that it is celebrated on June 19th of every year, and this year will be recognized on Monday, June 20th.

NON-AGENDA PUBLIC COMMENT: None.

CONSENT AGENDA (ITEMS 1-18):

ACTION: Moved by Board Member von Wilpert and seconded by Board Member Vargas to approve the Consent Agenda. Motion carried by the following votes: YES – Blakespear, Cabrera, Casillas Salas, McNamara, Robinson, Schiavoni, Sly, Vargas; NO – None; ABSENT – Casillas Salas, (Weighted Vote Points: YES –88; NO – 0; ABSENT – 12)

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the minutes of the May 5, 2022, special Board meeting, May 12, 2022, special Board meeting, and April 29 & 30, 2022, special Board 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 11, 2022, THROUGH MAY 8, 2022, AND REAL PROPERTY AGREEMENTS GRANTED AND ACCEPTED FROM APRIL 11, 2022, THROUGH MAY 8, 2022:**
RECOMMENDATION: Receive the Report.
- 4. JUNE 2022 LEGISLATIVE REPORT:**
RECOMMENDATION: Adopt Resolution No. 2022-0046, approving the June 2022 Legislative Report.
- 5. APPOINTMENT OF PUBLIC MEMBER TO THE AUDIT COMMITTEE:**
RECOMMENDATION: Adopt Resolution No. 2022-0047, appointing Carman Vann as a public member to the Audit Committee to commence July 2022, for a three-year term.
- 6. APPROVE REAPPOINTMENTS TO THE ARTS ADVISORY COMMITTEE:**
RECOMMENDATION: Adopt Resolution No. 2022-0048, approving the reappointment of Robert Gleason and Carmen Vann to the Arts Advisory Committee.
- 7. CONSIDERATION OF WHETHER TO CONTINUE VIRTUAL MEETINGS FOR AUTHORITY BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361:**
RECOMMENDATION: Adopt Resolution No. 2022-0049, finding that it is in the best interest of the Authority and the public it serves to continue to hold virtual public meetings of the Board and its Committees because a declared state of emergency is ongoing and continues to directly impact the ability of the Board and its Committees to meet safely in person.
- 8. ADOPTION OF AN ADDENDUM TO THE FINAL ENVIRONMENTAL IMPACT REPORT FOR THE SAN DIEGO INTERNATIONAL AIRPORT DEVELOPMENT PLAN FOR THE TEMPORARY NORTHSIDE GROUND TRANSPORTATION FACILITIES:**
RECOMMENDATION: Adopt Resolution No. 2022-0050, adopting an Addendum to the Final Environmental Impact Report for the San Diego International Airport Development Plan for the Temporary Northside Ground Transportation Facilities as the lead agency in accordance with the California Environmental Quality Act.

CLAIMS

- 9. REJECT THE CLAIM OF LUANN REIN:**
RECOMMENDATION: Adopt Resolution No. 2022-0051, rejecting the claim of Luann Rein.
- 10. REJECT THE CLAIM OF MICHAEL VISLOCKY:**
RECOMMENDATION: Adopt Resolution No. 2022-0052, rejecting the claim of Michael Vislocky.

COMMITTEE RECOMMENDATIONS

11. REVIEW OF AUTHORITY POLICY 4.40 – DEBT ISSUANCE AND MANAGEMENT:

RECOMMENDATION: Adopt Resolution No. 2022-0053, approving amendments to Authority Policy 4.40 - Debt Issuance and Management Policy

12. ANNUAL REVIEW OF AUTHORITY POLICY 4.20 - GUIDELINES FOR PRUDENT INVESTMENTS AND DELEGATION OF AUTHORITY TO INVEST AND MANAGE AUTHORITY FUNDS TO THE VICE PRESIDENT, CHIEF FINANCIAL OFFICER/TREASURER:

RECOMMENDATION: Adopt Resolution No. 2022-0054, delegating authority to invest and manage Authority funds to the Vice President, Chief Financial Officer/Treasurer.

13. FISCAL YEAR 2022 THIRD QUARTER REPORT FROM THE OFFICE OF THE CHIEF AUDITOR:

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

14. APPROVE THE REVISION TO THE FISCAL YEAR 2022 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2022-0055, approving the revision to the Fiscal Year 2022 Audit Plan.

15. APPROVE THE RISK ASSESSMENT AND PROPOSED FISCAL YEAR 2023 AUDIT PLAN OF THE OFFICE OF THE CHIEF AUDITOR:

RECOMMENDATION: The Audit Committee recommends that the Board adopt Resolution No. 2022-0056, approving the proposed Fiscal Year 2023 Audit Plan.

CONTRACTS AND AGREEMENTS

16. APPROVE AND AUTHORIZE AN INCREASE IN THE PRESIDENT/CEO'S CHANGE ORDER AUTHORITY TO INCREASE CONTRACT DURATION AT NO COST FOR WEST SOLID WASTE FACILITY AND WEST REFUELER LOADING FACILITY AT SAN DIEGO INTERNATIONAL AIRPORT:

RECOMMENDATION: Adopt Resolution No. 2022-0057, approving and authorizing the President/CEO's change order authority to increase the Contract duration from 496 days to not to exceed 537 days at no cost, for Project No. 104274A West Solid Waste Facility and Project No. 104249A West Refueler Loading Facility at San Diego International Airport.

17. APPROVE AND AUTHORIZE THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AMENDMENT TO A REIMBURSABLE AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION (FAA) FOR ENGINEERING AND TECHNICAL SUPPORT RELATED TO NEW T1 AIRSIDE IMPROVEMENTS:

RECOMMENDATION: Adopt Resolution No. 2022-0058, approving and authorizing the President/CEO to Negotiate and Execute an Amendment to a Reimbursable Agreement between the Department of Transportation Federal Aviation Administration (FAA) and the San Diego County Regional Airport Authority for Engineering and Technical Support related to New T1 Airside Improvements.

18. AUTHORIZE THE PRESIDENT/CEO TO (1) EXTEND THE RENT ABATEMENT PERIOD FOR FOOD & BEVERAGE, RETAIL, PASSENGER SERVICE, AND IN-TERMINAL ADVERTISING CONCESSION LEASES IF NECESSARY AND (2) AMEND THE CONCESSION LEASES FOR FOOD & BEVERAGE, RETAIL, PASSENGER SERVICE, AND IN-TERMINAL ADVERTISING TO ALLOW FOR AN ADJUSTMENT TO THE FISCAL YEAR 23 MINIMUM ANNUAL GUARANTEE:

RECOMMENDATION: Adopt Resolution No. 2022-0059, authorizing the President/CEO to (1) extend the rent abatement period for concession leases, if necessary and (2) execute the required amendments for concession leases for Food & Beverage, Retail, Passenger Service, and In-Terminal Advertising to allow for an adjustment to the Fiscal Year 23 Minimum Annual Guarantee.

PUBLIC HEARINGS:

OLD BUSINESS:

NEW BUSINESS:

19. APPROVAL AND ADOPTION OF THE OPERATING BUDGET FOR FISCAL YEAR 2023, THE CAPITAL PROGRAM FOR FISCAL YEARS 2023-2027 AND CONCEPTUAL APPROVAL OF THE OPERATING BUDGET FOR FISCAL YEAR 2024 AND THE COMPENSATION PHILOSOPHY AND STRUCTURE:

Scott Brickner, Vice President/CFO provided a presentation on the San Diego County Regional Airport Authority's FY 2023 Proposed Budget & FY 2024 Proposed Conceptual Budget that included a Revenue Budget Overview; FY 2023 Budget Revenue Increase vs. FY 2022 Budget; FY 2024 Budget Revenue increase vs. FY 2023 Budget; FY 2023 – FY 2024 Proposed Revenue Budget Summary; Expense Budget Overview; FY 2023 Budget Expense Increase vs. FY 2022 Budget; FY 2024 Budget Expense Increase vs. FY 2023 Budget; FY 2023 – FY 2024 Proposed Budget Expense Summary; Capital Program Budget Fiscal Years 2023 – 2027; a Capital Program Budget Summary; and the Plan of Finance for Fiscal Years 2023 – 2027.

RECOMMENDATION: Adopt Resolution No. 2022-0061, approving and adopting the Authority's Annual Operating Budget for Fiscal Year 2023, the Capital Program for

Fiscal Years 2023-2027, conceptually approving the Operating Budget for Fiscal Year 2024 and the compensation philosophy and structure.

ACTION: Moved by Board Member von Wilpert and seconded by Board Member Robinson to approve staff's recommendation. Motion carried by the following votes: YES – Blakespear, Cabrera, Casillas Salas, McNamara, Robinson, Schiavoni, Sly, Vargas; NO – None; ABSENT – Casillas Salas, (Weighted Vote Points: YES –88; NO – 0; ABSENT – 12)

20. WAIVE AUTHORITY POLICY 5.02(1)(d) AND POLICY 5.02(4)(b)(iii) AND AUTHORIZE THE PRESIDENT/CEO TO APPROVE AND EXECUTE CHANGE ORDERS WITH SUNDT CONSTRUCTION, INC., FOR 12KV ELECTRICAL SYSTEM UPGRADES TO ALLOW THE NEW ADMINISTRATION BUILDING TO CONNECT TO THE 12KV ELECTRICAL SYSTEM:

Bob Bolton, Director of Airport Design and Construction, provided a presentation that included a Capacity Analysis of the T2 Electric Grid Loop; the Proposed Scope of Work; Anticipated Cost; and a review of Authority Policy 5.02(1)(d).

RECOMMENDATION: Adopt Resolution No. 2022-0060, waiving Authority Policy 5.02(1)(d) and Policy 5.02(4)(b)(iii) authorizing the President/CEO to negotiate and execute change orders with Sundt Construction, Inc., for the design and construction of upgrades to the existing 12kV electrical system to allow the New Administration Building to connect to the 12kV electrical system for a total change order amount not to exceed \$6,655,198.68.

Board Member von Wilpert stated that she would support increasing the President/CEO's Change Order authority for this project.

ACTION: Moved by Board Member Schiavoni and seconded by Board Member Robinson to approve staff's recommendation. Motion carried by the following votes: YES – Blakespear, Cabrera, Casillas Salas, McNamara, Robinson, Schiavoni, Sly, Vargas; NO – None; ABSENT – Casillas Salas, (Weighted Vote Points: YES –88; NO – 0; ABSENT – 12)

CLOSED SESSION: The Board recessed into closed session at 10:29 a.m. to hear Items 22-24.

21. CONFERENCE WITH LABOR NEGOTIATORS:

Cal. Gov. Code §54957.6

Agency designated representatives: Monty Bell, Scott Brickner, Angela Shafer-Payne, Greg Halsey, Rod Betts, Jeff Rasor, Lola Barnes

Employee organization: California Teamsters Local 911

22. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

Cal. Gov. Code §54957

Title: President/Chief Executive Officer

23. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

Cal. Gov. Code §54957

Title: General Counsel

24. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:

Cal. Gov. Code §54957

Title: Chief Auditor

REPORT ON CLOSED SESSION: The Board adjourned out of closed session at 11:47 a.m. There was no reportable action

GENERAL COUNSEL REPORT: None.

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

BOARD COMMENT: None.

ADJOURNMENT: The meeting was adjourned at 11:47 a.m.

APPROVED BY A MOTION OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY BOARD THIS 7th DAY OF JULY 2022.

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

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

Recommendation:

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

Background/Justification:

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

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

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

Fiscal Impact:

Board and Committee Member Compensation is included in the FY 2023 Budget

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

Tony R. Russell
Director, Board Services/Authority Clerk

Attachment A

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered:	June 2022	
Board Member Name:	Catherine Blakespear	
Date:	6/17/22	
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	Thursday, June 2 2022 - 9 am - noon Microsoft Teams	Board/ALUC Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Catherine Blakespear Digitally signed by Catherine Blakespear
Date: 2022.06.17 14:14:22 -0700'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered:	June 1 through 30, 2022	
Board Member Name:	Gil Cabrera	
Date:	6/27/22	
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/2/22 - 9am-12pm - SDCRAA Board Room	Board of Directors Meeting
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/5/22 - Travel to Arizona for ACI Conference	ACI Conference
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/6/22 - 9am-4pm - Phoenix, Arizona	ACI Conference
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/7/22 - 9am-4pm - Phoenix, Arizona	ACI Conference
<input type="checkbox"/> Brown Act <input checked="" type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/8/22 - 9am-4pm - Phoenix, Arizona	ACI Conference
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/24/22 - 9am-1130am - SANDAG Board Room	SANDAG Board of Directors Meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/27/22 - 9am-10:30am - SDCRAA Board Room	Executive-Finance Committee Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Gil Cabrera Digitally signed by Gil Cabrera
Date: 2022.06.27 15:02:14 -07'00'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered:		JUNE 2022
Board Member Name:		Mayor Mayor Casillas Salas
Date:		6/28/22
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/2/2022 Airport Authority Board Room	Board/ ALUC
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/27/22 Airport Authority Board Room	Executive Finance Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Mary Salas

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered: May 2022		
Board Member Name: Gretchen Newsom		
Date: 6/6/22		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	May 9, 2022, 9:00am, Zoom Audit Committee of the San Diego County Regional Airport Authority	San Diego Airport Authority Audit Committee Meeting - Attended
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature:  _____



BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered:		
Board Member Name:	Robinson	
Date:	6/1/22	
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/2/22	Bd / ALUP mtgs
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/27/22	Exec. Finance Comm mtgs
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Paul E. Robinson



BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered:	5/26/2022-6/9/2022	
Board Member Name:	Johanna S. Schiavoni	
Date:	6/28/22	
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2019-0074	5/26/2022, 2:00pm, video training	AB1234 required ethics training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/2/2022, 9:00am, SDCRAA offices	SDCRAA Board meeting
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	6/3/2022, 9:00am, virtual meeting	SANDAG Transportation Committee
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input checked="" type="checkbox"/> Res. 2019-0074	6/9/2022, 6:00pm, Petco Park	represent SDCRAA at EDC annual dinner event
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature:

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered: June 2022		
Board Member Name: Nora Vargas		
Date: 6/28/22		
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 checked="" type="checkbox"/> Res. 2019-0074	June 2, 2022, 9 am, MS Teams, Board/ ALUC Meeting	Board and Airport Land Use Commission meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Nora Vargas Digitally signed by Nora Vargas
Date: 2022.06.28 15:39:47 -07'00'

BOARD MEMBER EVENT/MEETING/TRAINING REPORT SUMMARY

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

Period Covered: 6/1/2022 - 6/30/2022		
Board Member Name: Marni von Wilpert		
Date: 6/27/22		
Type of Meeting	Date/Time/Location of Event/Meeting/Training	Summary and Description of the Event/Meeting/Training
<input checked="" type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074	June 2, 2022 : 9:00 am - 12:00 pm San Diego County Regional Airport Authority Administrative Offices at 3225 N. Harbor Drive	Board / ALUC Meeting
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
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<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		
<input type="checkbox"/> Brown Act <input type="checkbox"/> Pre-approved <input type="checkbox"/> Res. 2019-0074		

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

Signature: Marni von Wilpert

Staff Report

Meeting Date: July 7, 2022

Subject:

Awarded Contracts, Approved Change orders from May 9, 2022, through June 12, 2022, and Real Property Agreements Granted and Accepted from May 9, 2022, through June 12, 2022

Recommendation:

Receive the report

Background/Justification:

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

Fiscal Impact:

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

Amount to vary depending upon the following factors:

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

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

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

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

Prepared by:

Jana Vargas
Director, Procurement

Attachment "A"**AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN May 9, 2022 to June 12, 2022****New Contracts**

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
5/20/2022		CPR1 LLC	The Contractor will provide automated external defibrillator ("AED") maintenance services for the San Diego County Regional Airport Authority.	RFP	Aviation Security & Public Safety	\$150,000.00	6/30/2025
5/26/2022		Humanscale Corporation	The Contractor will provide online ergonomic assessments for the San Diego County Regional Airport Authority.	Informal RFP	Talent, Culture & Capability	\$3,640.00	5/23/2023
5/27/2022		Parkhouse Tire, Inc.	The Contractor will provide tires for ARFF vehicles for the San Diego County Regional Airport Authority.	Informal RFP	Facilities Management	\$21,112.20	6/30/2022
6/9/2022		ADK Consulting Inc.	The Contractor will provide executive search services for the San Diego County Regional Airport Authority.	Informal RFP	Talent, Culture & Capability	\$22,600.00	5/31/2023

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN May 9, 2022 to June 12, 2022

New Contracts Approved by the Board

Date Signed	CIP #	Company	Description	Solicitation Method	Owner	Contract Value	End Date
5/16/2022	104263	Bilbro Construction	The Contract was approved by the Board at the January 6, 2022 Board Meeting. The Contractor will replace and modernize the existing electrical equipment feeding power at Terminal 2 East at San Diego International Airport.	RFB	Airport Design & Construction	\$4,170,518.00	3/15/2023
5/20/2022		S&L Specialty Construction, Inc.	The Contract was approved by the Board at the April 7, 2022 Board Meeting. The Contractor will provide sound attenuation services in the surrounding areas of San Diego International Airport.	RFB	QHP & Noise Mitigation	\$1,069,975.25	3/25/2023
5/20/2022		Ocean Blue Environmental Services, Inc	The Contract was approved by the Board at the February 3, 2022 Board Meeting. The Contractor will provide on-call solid and hazardous waste management services at San Diego International Airport.	RFQ	Environmental Affairs	\$9,000,000.00	5/18/2025

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN May 9, 2022 to June 12, 2022

Amendments and Change Orders

Date Signed	CIP #	Company	Description of Change	Owner	Previous Contract Amount	Change Order Value (+ / -)	Change Order Value (%) (+ / -)	New Contract Value	New End Date
5/16/2022		Global Aviation Management Group, Corp	The Second Amendment is to revise the hourly rates per the City of San Diego's minimum wage ordinance. There is no change in contract term and total compensation. The Contractor provides security officer services for the San Diego County Regional Airport Authority.	Aviation Security & Public Safety	\$40,000,000.00	\$0.00	0.0%	\$40,000,000.00	10/31/2021
6/1/2022		Tel Tech Plus, Inc.	The First Amendment is to extend the term by ninety (90) days. There is no change in total compensation. The Contractor provides on-call low voltage and fiber optic installation and repair services.	Information & Technology Services	\$900,000.00	\$0.00	0.0%	\$900,000.00	8/15/2022
6/2/2022		Jet-Set Offset	The First Amendment is to revise the scope and compensation to broaden the availability of offset project types. There is no change in total compensation. The Contractor provides carbon offsets and operation of The Good Traveler Program for San Diego International Airport.	Environmental Affairs	\$0.00	\$0.00	0.0%	\$0.00	10/29/2023
6/10/2022		Intersect Technology Institute, Inc.	The First Amendment is to extend the term by ninety (90) days. There is no change in total compensation. The Contractor provides on-call low voltage and fiber optic installation and repair services.	Information & Technology Services	\$900,000.00	\$0.00	0.0%	\$900,000.00	8/15/2022

Attachment "A"

AWARDED CONTRACTS AND CHANGE ORDERS SIGNED BETWEEN May 9, 2022 to June 12, 2022

Amendments and Change Orders Approved by the Board

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

Staff Report

Meeting Date: July 7, 2022

Subject:

July 2022 Legislative Report

Recommendation:

Adopt Resolution No. 2022-0062, approving the July 2022 Legislative Report.

Background/Justification:

The Authority's Legislative Advocacy Program Policy requires that staff present the Board with monthly reports concerning the status of legislation with potential impact to the Authority. The Authority Board provides direction to staff on legislative issues by adoption of a monthly Legislative Report (Attachment A). The July 2022 Legislative Report updates Board members on legislative activities that have taken place since the previous Board meeting. In directing staff, the Authority Board may take a position on pending or proposed legislation that has been determined to have a potential impact on the Authority's operations and functions.

Federal Legislative Action

In Washington, the House of Representatives adopted a \$1.6 trillion discretionary spending cap for the 2023 fiscal year, clearing the way for appropriators to start moving spending bills through the House process.

The spending cap reflects President Biden's \$1.6 trillion discretionary budget request made in March 2022 but does not specify how the funds would be divided between defense and non-defense spending. The House Appropriations Subcommittees are expected to begin marking up the 2023 fiscal bills in anticipation of House floor votes scheduled before the August recess.

House and Senate leaders have yet to agree on an overall budget framework.

The Airport Authority Government Relations staff and Federal legislative consultants are reviewing the spending package for any new funding opportunities available to support the Authority's initiatives and operations.

The Authority's legislative team does not recommend that the Board adopt any new positions on federal legislation at this time.

State Legislative Action

In Sacramento, the Legislature passed, and the Governor signed a historic \$300 billion state budget for the 2022-23 fiscal year. The main budget bill, passed on June 15, provides an overall blueprint for state spending for the upcoming fiscal year. Over the next few weeks, the Legislature and Administration will negotiate key policy details and finalize the budget through a series of legislative bills referred to as "trailer bills."

The Legislature is currently in recess and will return in August to act on the remaining legislative proposals of the year. August 31, 2022, marks the last day of the 2022 California Legislative Session, and Governor Newsom has until September 30, 2022, to sign or veto measures that passed during the session.

Government Relations staff and the Authority's state legislative consultants are monitoring budget negotiations and will continue to advocate for additional funding to support the Airport Authority and San Diego International Airport programs and initiatives, including the New T1 capital program.

The Authority's legislative team does not recommend that the Board adopt any new positions on state legislation at this time.

Fiscal Impact:

Not applicable.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

Matt Harris
Director, Government Relations

RESOLUTION NO. 2022-0062

A RESOLUTION OF THE BOARD OF THE SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY,
APPROVING THE JULY 2022 LEGISLATIVE REPORT

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board hereby that the Board hereby approves the July 2022 Legislative Report (“Attachment A”); and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

July 2022 Legislative Report

State Legislation

New Assembly Bills

No new Assembly bills to report.

*Shaded text represents new or updated legislative information

Assembly Bills from Previous Report

Legislation/Topic

AB 1322 (Rivas) California Global Warming Solutions Act of 2006: sustainable aviation fuel: production incentives plan

Background/Summary

AB 1322 will establish a framework for the aviation industry to reduce its carbon footprint by creating a plan to incentivize the use of sustainable aviation fuel (SAF). Specifically, this bill will require the California Air Resources Board (CARB) to develop a plan to expand SAF production capacity by identifying tools for increasing SAF supply and demand, infrastructure, and in-state production capacity.

Anticipated Impact/Discussion

San Diego International Airport has partnered with airports, airlines, sustainable aviation fuel producers, and other stakeholders to advocate for policies that would increase the use of low-carbon Sustainable Aviation Fuel to reduce greenhouse gas emissions in the aviation sector. The Airport Authority's Legislative team is monitoring the status of this bill and is working with industry partners and associations to support this measure and any additional sources of funding to incentivize the use of SAF.

Status: 6/14/22 – This bill is in the Assembly Appropriations Committee.

Position: Support (5/5/22)

*Shaded text represents new or updated legislative information

Legislation/Topic

AB 1944 (Lee) Local government: open and public meetings.

Background/Summary

AB 1944 would require local governments to permanently offer the option of virtual participation in public meetings. In addition to making permanent remote access to and live streaming of public meetings, AB 1944 would allow local government bodies to waive a provision of the Brown Act that requires public officials to disclose their private address if they participate in meetings virtually.

Anticipated Impact/Discussion

This bill would provide the local governments, including the Airport Authority with additional flexibility to conduct virtual and hybrid (in-person and virtually) once the current COVID-19 State of Emergency Executive Orders expire. The Authority's legislative team will closely monitor the development of this bill language for any additional impacts on San Diego International Airport (SDIA) and the Airport Authority.

Status: 6/08/22 – This bill was dual-referred to the Senate Governance and Finance Committee and the Judiciary Committee.

Position: Watch (3/3/22)

*Shaded text represents new or updated legislative information

Legislation/Topic

AB 2449 (Rubio) Open meetings: local agencies: teleconferences.

Background/Summary

AB 2449 would allow a public agency to post a single teleconference location if at least a quorum of members are participating in person from a singular location. The agency must provide opportunity for public comment via call-in, internet-based services and in-person. If a disruption in broadcasting occurs, the local agency shall take no further action on the agenda until public access is restored.

Anticipated Impact/Discussion

This bill would provide the local governments, including the Airport Authority with additional flexibility to conduct virtual and hybrid (in-person and virtually). The Authority's legislative team will work with the California Airports Council (CAC) to identify an industry-wide position, if needed, and closely monitor the development of this bill language for any additional impacts on San Diego International Airport (SDIA) and the Airport Authority.

Status: 6/15/22 – This bill is currently in the Senate Governance and Finance Committee.

Position: Watch (4/7/22)

*Shaded text represents new or updated legislative information

New Senate Bills

No new Senate bills to report.

*Shaded text represents new or updated legislative information

Senate Bills from Previous Report

Legislation/Topic

SB 37 (Cortese) Contaminated Site Cleanup and Safety Act.

Background/Summary

Existing law requires the Department of Toxic Substances Control to compile a list of specified information, including, but not limited to, hazardous waste facilities where the department took, or contracted for the taking of, corrective action to remedy or prevent, for example, an imminent substantial danger to public health. Existing law requires the State Department of Health Care Services to compile a list of all public drinking water wells that contain detectable levels of organic contaminants and that are subject to water analysis by local health officers.

This bill would enact the Dominic Cortese “Cortese List” Act of 2021 and would recodify the above-described provisions with certain revisions. The bill would require the Department of Toxic Substances Control to also list hazardous waste facilities where the department issued an order for corrective action after determining that there is or has been a release of hazardous waste or constituents into the environment from a facility. The bill would require the State Water Resources Control Board, instead of the State Department of Health Care Services, to compile and update a list of all public drinking water wells that contain detectable levels of organic contaminants and that are subject to water analysis by local health officers. The bill would require the Secretary for Environmental Protection to post the information on the California Environmental Protection Agency’s internet website.

On March 11, 2021, SB 37 was amended to replace “Dominic Cortese “Cortese List” Act of 2021” to “Hazardous Waste Site Cleanup and Safety Act.”

On April 13, 2021, SB 37 was amended to remove the requirement that the Department of Toxic Substances Control to also list hazardous waste facilities where the department issued an order for corrective action after determining that there is or has been a release of hazardous waste or constituents into the environment from a facility. The amendments also remove the requirement that the State Water Resources Control Board, instead of the State Department of Health Care Services, to compile and update a list of all public drinking water wells that contain detectable levels of organic contaminants and that are subject to water analysis by local health officers.

The April 13, 2021 amendments require the Secretary for Environmental Protection to post the list or links to the information on the California Environmental Protection Agency’s internet website of all solid waste disposal facilities from which there is a known migration of hazardous waste.

*Shaded text represents new or updated legislative information

Anticipated Impact/Discussion

SB 37 could have an impact on San Diego International Airport (SDIA) as airports are federally mandated to store certain chemicals, including perfluoroalkyl and polyfluoroalkyl (PFAS) for firefighting purposes. The Airport Authority's legislative team will work with the California Airports Council (CAC) to determine an industry-wide position, if applicable, and will closely monitor the development of this bill language for any impact on San Diego International Airport (SDIA) and the Airport Authority.

Status: 9/08/21 – Ordered to inactive file and will become a two-year bill.

Position: Watch (1/7/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

SB 612 (Portantino) Ratepayer Equity

Background/Summary

SB 612 requires electric investor-owned utilities (IOUs) to offer an allocation of certain electrical resources to other load-serving entities (LSEs), specifically, community choice aggregators (CCAs) and electric service providers (ESPs), that serve departing load customers who bear cost responsibility for those resources. These electrical resources include product attributes to comply with resource adequacy (RA), Renewable Portfolio Standard (RPS) program, and others.

Anticipated Impact/Discussion

Over the next few months, the Airport Authority will be joining San Diego Community Power (SDCP), a new Community Choice Aggregation (CCA) program that serves customers within the cities of Chula Vista, Encinitas, Imperial Beach, La Mesa, and San Diego. All CCAs are subject to a departing load charge from the Investor-Owned Utility (IOU) -- also known as a Power Charge Indifference Adjustment (PCIA) -- because San Diego Gas and Electric (SDG&E) originally purchased energy generation contracts to serve its customers. In theory, the PCIA makes SDG&E whole. However, SDCP will be subject to fluctuating PCIA costs on an annual basis and paying the departing load doesn't provide the CCA access to the generation contracts that will provide resource adequacy to its customers. SDCP aspires to keep rates competitive to SDG&E but paying the departing load charge (PCIA) without the assurance of getting access to SDG&E's long-term contracts is not in the best interest of SDCP's customers as the PCIA cost is passed on to customers. As one of those customers, the Airport Authority will be subject to a fluctuating PCIA on an annual basis, but that cost may be in addition to the cost the Authority will pay for 100% grid-delivered renewable electricity to power the airport campus.

Status: 6/28/21 – This bill is in the Assembly Education Committee.

Position: Support (6/22/21)

*Shaded text represents new or updated legislative information

Federal Legislation

New House Bills

No new House bills to report.

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 741 (Brownley) Sustainable Aviation Fuel Act.

Background/Summary

This bill would establish a national goal for the U.S. aviation sector to achieve a net 35% reduction in GHG emissions by 2035 and net zero emissions by 2050. The bill authorizes \$1 billion over five years, in competitive grants and costing sharing agreements to carry out projects in the U.S. to produce, transport, blend or store sustainable aviation fuel (SAF). The bill also requires EPA to establish an aviation-only Low Carbon Fuel Standard (LCFS) that regulates aviation fuel producers and importers.

Anticipated Impact/Discussion

San Diego International Airport has partnered with airports, airlines, sustainable aviation fuel producers and other stakeholders to find ways to reduce greenhouse gas emissions in the aviation sector. The Authority's legislative team will closely monitor the development of this bill language for any impact on San Diego International Airport (SDIA) and the Airport Authority.

Status: 2/4/21 – Introduced.

Position: Watch (4/1/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 1346 (Horsford) / S. 477 (Cortez Masto) Hospitality and Commerce Job Recovery Act of 2021.

Background/Summary

H.R. 1346 and S. 477 would provide federal tax credits to support the travel, convention, trade show, entertainment, tourism, and hospitality industries. Specifically, these legislative proposals allow a convention and trade show restart tax credit; extend the employee retention tax credit through 2021; suspend for taxable years 2021 through 2022, the limitation on entertainment expenses related to a trade or business; allow a restaurant and dining restart credit for businesses closed or forced to reduce services due to COVID-19 (i.e., coronavirus disease 2019); allow a 50% tax credit for travel expenditures; and allow a tax credit for unmerchantable inventory for the period between December 31, 2019, and before April 1, 2021.

Anticipated Impact/Discussion

H.R. 1346 and S. 477 are identical pieces of legislation that would provide temporary tax incentives to help restore business travel.

The COVID-19 pandemic has had a devastating impact on the hospitality and travel industries. In California, tourism spending dropped \$59 billion in 2020, and overall travel-related spending in the State is not expected to reach pre-COVID-19 levels until 2025. H.R. 1346 and S. 477 could provide a much-needed stimulus to promote travel growth, jobs and help accelerate the recovery of the tourism industry, benefiting operations at San Diego International Airport (SDIA) and the regional economy.

Status: 2/25/21 – Introduced.

Position: Support (9/2/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 1813 (DeFazio) Funding for Aviation Screeners and Threat Elimination Restoration (FASTER) Act.

Background/Summary

In 2013, Congress began diverting one-third of the revenue collected from airline passenger security fees to be deposited into the general fund of the U.S. Treasury. This diversion has caused the Transportation Security Administration (TSA) to forgo an estimated \$19 billion in these fees. H.R. 1813 would repeal the requirement to divert funds and ensure that passenger security fees are used for aviation security purposes. H.R. 1813 would also provide TSA access to September 11 Security Fee revenue in the event of a lapse in appropriations. This means that, in the event of another government shutdown, TSA would be able to continue paying its officers.

Anticipated Impact/Discussion

Providing TSA access to the full amount of airline passenger security fee revenue would allow TSA to invest in new equipment as well as hire additional staff to better serve passengers, airlines, and airports, including San Diego International Airport (SDIA). This bill would also help minimize the impact of another government shutdown on SDIA by ensuring that there would be no disruption in TSA operations due to a lack of appropriations.

Status: 3/11/21 – Introduced.

Position: Support (4/1/21)

*Shaded text represents new or updated legislative information

Legislation/Topic**H.R. 2719 (Blumenauer) Rebuilding America's Airport Infrastructure Act.****Background/Summary**

This bill would incrementally increase the Passenger Facility Charge (PFC) cap by \$1.00 annually starting in 2023, until it reaches a level of \$8.50 in 2026. Thereafter, the PFC cap would be adjusted annually for inflation.

Anticipated Impact/Discussion

The Passenger Facility Charge Program allows commercial airports controlled by public agencies to collect up to \$4.50 for every eligible passenger. Airports use these fees to fund FAA-approved projects, including those that enhance safety, security or capacity; reduce noise; or increase air carrier competition. This bill would increase the PFC and these fees could be used to fund FAA-approved projects, including infrastructure upgrades that improve the overall passenger experience. This bill could provide additional funding for San Diego International Airport infrastructure development projects.

Status: 4/22/21 – Introduced.

Position: Support (6/3/21)

*Shaded text represents new or updated legislative information

Legislation/Topic**H.R. 3340 (Garamendi) The TIFIA Airport Act.****Background/Summary**

H.R. 3340 would expand Transportation Infrastructure Finance and Innovation Act (TIFIA) eligibility to airports. As of the end of Fiscal Year 2019, approximately \$1.88 billion of federal financing is available. Privately owned airports or general aviation airport projects are not eligible.

Anticipated Impact/Discussion

H.R. 3340 would provide an additional low-interest federal funding option for airport projects, including the Airport Authority's Airport Development Plan (ADP) and other capital projects. These projects stimulate local economic growth that is desperately needed post-COVID-19 pandemic. The Legislative team is monitoring the status of this bill and working with industry partners and associations to support this measure and any other additional sources of airport funding and resources.

Status: 5/20/21 – Referred to the Subcommittee on Highways and Transit.

Position: Support (6/3/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 3440 (Schneider) Sustainable Skies Act

Background/Summary

H.R. 3440 would create a new tax credit specifically aimed at incentivizing the production and use of low-carbon Sustainable Aviation Fuel (SAF). Under the proposal, SAF that achieves a 50% or greater reduction in lifecycle greenhouse gas (GHG) emissions as compared to conventional jet fuel would be eligible to receive a tax credit ranging from \$1.50/gallon up to \$2.00/gallon for fuels that achieve a 100% GHG emissions reduction. Eligible fuels would receive an additional \$0.01/gallon of tax credit for each percentage point of additional GHG reductions the fuel achieves beyond 50%. The tax credit would sunset after 10 years, and aviation fuel would no longer be eligible to receive the existing Biodiesel/Renewable Diesel Blender's Tax Credit.

Anticipated Impact/Discussion

San Diego International Airport has partnered with airports, airlines, sustainable aviation fuel producers and other stakeholders to advocate for policies that would increase the use of low-carbon Sustainable Aviation Fuel to reduce greenhouse gas emissions in the aviation sector. The Airport Authority's Legislative team is monitoring the status of this bill and is working with industry partners and associations to support this measure and any additional sources of funding to incentivize the use of SAF.

Status: 5/20/21 – Introduced.

Position: Support (11/4/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 4892 (Meng) Quiet Communities Act of 2021.

Background/Summary

This bill would reestablish the Environmental Protection Agency's (EPA) Office of Noise Abatement and Control (ONAC) and require it to study aircraft noise. H.R. 4892 would authorize ONAC to be funded at a level of \$21 million for each of fiscal years 2022 through 2026 and would require the EPA Administrator to conduct a study of aircraft noise and the effects of that noise on surrounding communities. The EPA would be required to submit its noise study to Congress within two years with specific recommendations on new measures that can be implemented to mitigate the impact of aircraft noise on surrounding communities.

Anticipated Impact/Discussion

While this bill is not anticipated to have a direct impact on operations at San Diego International Airport (SDIA), the information collected by the study may be useful in helping the community and the Airport Authority assess any environmental and health impacts of air traffic noise and pollution.

Status: 8/2/21 – Referred to Subcommittee on Environmental and Climate Change.

Position: Watch (10/7/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

H.R. 5574 (Titus) TSA Reaching Across Nationalities, Societies, and Languages to Advance Traveler Education Act (TRANSLATE Act)

Background/Summary

This bill directs the Transportation Security Administration (TSA) to develop a plan to ensure that TSA material disseminated in major airports is better understood by people accessing such airports, including by foreign language speakers and people with vision or hearing impairments.

In developing the plan, the TSA must take into consideration data regarding international enplanement and local populations surrounding major airports.

Anticipated Impact/Discussion

The Authority's legislative team will closely monitor the development of this bill language for any impact on San Diego International Airport (SDIA) operations, including concessions, signage, and airline check in and boarding processes.

Status: 11/19/21 – This bill is currently in the Senate Committee on Commerce, Science, and Transportation.

Position: Watch (1/6/22)

*Shaded text represents new or updated legislative information

New Senate Bills

No new Senate bills to report.

*Shaded text represents new or updated legislative information

Legislation/Topic

S. 303 (Blumenthal) Essential Transportation Employee Safety Act of 2021.

Background/Summary

This bill would require the Secretary of Transportation to work with the Centers for Disease Control and Prevention (CDC) and the Federal Emergency Management Agency (FEMA) to support the efforts of state and local governments to provide for priority testing of transportation workers. The bill would also implement personal protective equipment and cleaning, disinfection, and sanitization requirements for owners and operators of equipment or facilities used by certain transportation employers, including airports. The bill would also codify the mask mandate Executive Order requiring face mask usage in airports, on airplanes, as well as on other forms of public transportation for the duration of the pandemic.

Anticipated Impact/Discussion

As critical infrastructure to the San Diego Region, airport employees have continuously served travelers throughout the COVID-19 pandemic. This bill would ensure basic health safety measures, such as mask wearing, would continue through the duration of the pandemic.

Status: 2/8/21 – Introduced.

Position: Watch (3/4/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

S. 479 (Wicker) Lifting Our Communities through Advance Liquidity for Infrastructure (LOCAL Infrastructure) Act

Background/Summary

States and local governments issue debt as municipal bonds, specifically to fund and support infrastructure and other capital improvement projects. Bonds are usually federally tax-exempt and when interest rates drop, states and local governments oftentimes opt to refinance bonds at a lower rate and therefore allow them to save money. Advance refunding is a mechanism that allows states and local governments to save a substantial amount of capital but was repealed in the 2017 Tax Cuts and Jobs Act.

Specifically, S. 479 amends Section 149(d) of the Tax Code to restore advance funding and make capital available for use by states and local governments. As a result of this legislation, states and local governments would be able to access advance funding and refinance municipal bonds in a way that allows for more favorable rates, similar to refinancing one's mortgage at a lower interest rate. Statistics show that advance refunding has allowed states and local governments to save billions, but the mechanism has not been available to them since January 2018.

Anticipated Impact/Discussion

S. 479 would provide the Airport Authority additional flexibility to refinance existing debt and potentially achieve significant interest savings if an advance refunding is executed due to the ability to refund with tax-exempt rather than taxable debt.

Status: 2/25/21 – Introduced.

Position: Support (4/1/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

S. 1715 (Duckworth) Transportation Infrastructure Finance and Innovation Act (TIFIA) for Airports.

Background/Summary

S. 1715 would allow eligible airport-related projects to participate in the TIFIA program which provides credit assistance in the form of direct loans, loan guarantees, and standby lines of credit to projects of national or regional significance.

Anticipated Impact/Discussion

In enacted, the Airport Authority could apply for loans through the TIFIA program to pay for certain projects related to the Airport Development Plan (ADP). These loans would significantly decrease the Airport Authority's interest expenses and thus reduce the total cost of the ADP.

Status: 5/19/21 – Referred to the Committee on Environment and Public Works.

Position: Support (4/1/21)

*Shaded text represents new or updated legislative information

Legislation/Topic

S. 3662 (Peters) Preventing PFAS Runoff at Airports Act.

Background/Summary

S. 3662 would increase the federal government's cost share of aqueous film forming foam (AFFF) testing equipment to one hundred percent for a specified period. It would also require the Federal Aviation Administration to provide a briefing within eighteen months on how to reimburse airports that purchased testing equipment without federal funding, as well as an estimate on the total cost of reimbursements.

Anticipated Impact/Discussion

The Authority's legislative team will closely monitor the development of this bill language for any impact on San Diego International Airport (SDIA) operations, including funding and reimbursement opportunities to cover AFFF testing equipment.

Status: 3/22/22 – This bill is in the Senate Committee on Commerce, Science, and Transportation.

Position: Watch (4/7/21)

*Shaded text represents new or updated legislative information

Staff Report

Meeting Date: July 7, 2022

Subject:

Annual Review and Notification of Board Member Weighted Vote Point Allocation as Required by Section 170014 of the California Public Utilities Code

Recommendation:

Adopt Resolution No. 2022-0063, accepting the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code.

Background/Justification:

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

Adoption of an ordinance, resolution, or motion requires both a numerical majority vote and a weighted majority vote of the total voting membership of the Board.

NUMERICAL MAJORITY (TALLY VOTE)

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

WEIGHTED MAJORITY (WEIGHTED VOTE)

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

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

When the vote points are determined, they are assigned to individual Board Members.

In accordance with California Public Utilities Code 170014 and Authority Policy 1.30(12)(b)(3) and using the 2021 estimated population calculations made by SANDAG, the weighted vote point allocations beginning July 8, 2022, are as follows:

North County Coastal	Catherine Blakespear	12 points
City of San Diego	Gil Cabrera	14 points
South County	Mary Casillas Salas	12 points
North County Inland	Paul McNamara	12 points
County of San Diego	Paul Robinson	8 points
City of San Diego	Johanna Schiavoni	13 points
East County	James Sly	8 points
County of San Diego	Nora Vargas	8 points
City of San Diego	Marni von Wilpert	13 points

Fiscal Impact:

Not applicable.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

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

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

Application of Inclusionary Policies:

No applicable.

Prepared by:

Tony R. Russell
Director, Board Services/Authority Clerk

RESOLUTION NO. 2022-0063

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

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

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

WHEREAS, in accordance with Section 170014 of the California Public Utilities Code and Authority Policy 1.30(12)(b)(3), and using the 2021 estimated population calculations provided by SANDAG, the weighted vote point allocations for the period beginning July 8, 2022 are as follows:

North County Coastal	Catherine Blakespear	12 points
City of San Diego	Gil Cabrera	14 points
South County	Mary Casillas Salas	12 points
North County Inland	Paul McNamara	12 points
County of San Diego	Paul Robinson	8 points
City of San Diego	Johanna Schiavoni	13 points
East County	James Sly	8 points
County of San Diego	Nora Vargas	8 points
City of San Diego	Marni von Wilpert	13 points

NOW, THEREFORE, BE IT RESOLVED that the board hereby accepts the Board Member Weighted Vote Point Allocation as required by Section 170014 of the California Public Utilities Code and directs that these weighted vote point allocations be implemented beginning July 8, 2022; and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

CONSIDERATION OF WHETHER TO CONTINUE VIRTUAL MEETINGS FOR AUTHORITY BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361

Recommendation:

Adopt Resolution No. 2022-0064, finding that it is in the best interest of the Authority and the public it serves to continue to hold virtual public meetings of the Board and its Committees because a declared state of emergency is ongoing and continues to directly impact the ability of the Board and its Committees to meet safely in person.

Background/Justification:

California Government Code §54953(e), added by Assembly Bill 361, allows local agencies to use teleconferencing and to provide the public an opportunity to address local agencies via a call-in option or an internet-based service option, during a proclaimed state of emergency when measures to promote social distancing are in effect or the local agency has determined meeting in person would present imminent risks to the health or safety of attendees. To benefit from AB 361's provisions, a legislative body such as the Authority must make findings that meeting in person would result in imminent risk to the health and safety of attendees. The Authority must reconsider the findings every 30 days to continue conducting its public meetings virtually.

Currently, the Brown Act provides that if a legislative body elects to use teleconferencing, then it must identify each teleconference location in the public notice and agenda and post agendas at all teleconference locations. All teleconference locations must be publicly accessible and there must be an opportunity for public comment at each teleconference location. Additionally, a quorum of the members of the legislative body must participate from locations physically within the jurisdictional boundaries of the agency. (See Government Code §54953(b)(3).)

Governor Newsom issued Executive Orders suspending these requirements during the COVID-19 pandemic to facilitate social distancing measures and the remote work environment. (See Executive Orders N-29-20, Paragraph 3, and N-08-21, Paragraph 42.) These Executive Orders expired on Sept. 30, 2021 and AB 361 replaced them.

The Authority and its standing committees, may elect to use AB 361's teleconferencing procedures where a state of emergency has been formally proclaimed, and if:

1. State or local officials have imposed or recommended measures to promote social distancing at the time the legislative body holds the meeting (Government Code §54953(e)(1)(A); or
2. The legislative body holds a meeting for the first time for the purpose of determining by majority vote whether, as a result of the proclaimed state of emergency, meeting in person would present imminent risks to the health and safety of attendees (Government Code §54953(e)(1)(B)), or
3. The legislative body has determined (per #2 above) that, as a result of the proclaimed state of emergency, meeting in person would continue to present imminent risks to the health or safety of attendees (Government Code § 54953(e)(1)(C)).

AB 361 further imposes on local legislative bodies a duty to make factual findings to justify its election to continue to use AB 361's teleconferencing procedures. (Government Code §54953(e)(3)). Local legislative bodies who wish to consider using AB 361's teleconferencing procedures must make the following factual findings within 30 days after teleconferencing for the first time under the provisions of AB 361 and every 30 days thereafter:

1. The legislative body has reconsidered the circumstances of the state of emergency.
2. Either of the following circumstances exist:
 - a. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - b. State or local officials continue to impose or recommend measures to promote social distancing.

At its June Board meeting, the Board adopted Resolution No. 2022-0049 finding that it is in the Authority's best interest to hold virtual public meetings of the Board and its standing committees because a declared state of emergency is ongoing and continues to directly impact the ability of the Board and its committees to meet safely in person.

Under AB 361, the Authority has the following options: (1) adopt a resolution making findings that it is in the interest of public health to continue holding virtual public meetings until August 6, 2022; or (2) direct staff to commence holding in-person public meetings beginning July 7, 2022.

On May 3, 2022, the CDC recommended that everyone aged 2 or older properly wear a well-fitting mask over the nose and mouth in indoor public areas of public transportation and transportation hubs. The CDC also continues to recommend avoiding crowds. On June 14, 2022, San Diego County's Health and Human Services Agency reported 5,669 new COVID-19 cases. As a result of the continued State of Emergency and a finding that meeting in person would continue to present imminent risks to the health or safety of attendees, staff recommends that the Board continue to conduct meetings of the Authority Board and its standing committees virtually pursuant to the provisions of AB 361.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Staff Report

Meeting Date: July 7, 2022

Page 4 of 4

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

Amy Gonzalez
General Counsel

RESOLUTION NO. 2022-0064

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY FINDING THAT IT IS IN THE BEST INTEREST OF THE AUTHORITY AND THE PUBLIC IT SERVES TO CONTINUE TO HOLD VIRTUAL PUBLIC MEETINGS OF THE BOARD AND ITS COMMITTEES BECAUSE A DECLARED STATE OF EMERGENCY IS ONGOING AND CONTINUES TO DIRECTLY IMPACT THE ABILITY OF THE BOARD AND ITS COMMITTEES TO MEET SAFELY IN PERSON

WHEREAS, California Government Code §54953(e), added by Assembly Bill 361, allows local agencies to use teleconferencing and to provide the public an opportunity to address local agencies via a call-in option or an internet-based service option, during a proclaimed state of emergency when measures to promote social distancing are in effect or the local agency has determined meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, to benefit from AB 361's provisions, a legislative body such as the Authority must make findings that meeting in person would result in imminent risk to the health and safety of attendees; and

WHEREAS, at its June meeting, the Board adopted Resolution No. 2022-0049 finding that it is in the Authority's best interest to hold virtual public meetings of the Board and its standing committees because a declared state of emergency is ongoing and continues to directly impact the ability of the Board and its committees to meet safely in person; and

WHEREAS, the findings of Resolution No. 2022-049 are incorporated herein; and

WHEREAS, the Authority and its standing committees, may elect to use AB 361's teleconferencing procedures where a state of emergency has been formally proclaimed, and if:

1.State or local officials have imposed or recommended measures to promote social distancing at the time the legislative body holds the meeting (Government Code §54953(e)(1)(A) or

2. The legislative body holds a meeting for the first time for the purpose of determining by majority vote whether, as a result of the proclaimed state of emergency, meeting in person would present imminent risks to the health and safety of attendees (Government Code §54953(e)(1)(B)) or

3. The legislative body has determined that, as a result of the proclaimed state of emergency, meeting in person would continue to present imminent risks to the health or safety of attendees (Government Code § 54953(e)(1)(C)); and

WHEREAS, Section 8 of AB 361, emphasizes that AB 361 is intended to protect the interests of those who might not be able to attend in-person meetings and to avoid creating a preference for only those who can attend in-person; and

WHEREAS, on May 3, 2022, the CDC recommended that everyone aged 2 or older properly wear a well-fitting mask over the nose and mouth in indoor public areas of public transportation and transportation hubs and the CDC continues to recommend avoiding crowds; and

WHEREAS, on June 14, 2022, San Diego County's Health and Human Services Agency reported 5,669 new COVID-19 cases; and

WHEREAS, as a result of the continued State of Emergency and, a finding that meeting in person would continue to present imminent risks to the health or safety of attendees, the Board finds it is in the best interest of the Authority to continue to conduct meetings of the Authority Board and its standing committees virtually pursuant to the provisions of AB 361.

NOW THEREFORE BE IT RESLOVED that meetings of the Authority Board and its standing committees shall continue to be held virtually pursuant to the provisions of AB 361 because meeting in person would present an imminent risk to the health and safety of attendees; and

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

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

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

PASSED, ADOPTED AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022 by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE
SERVICES/ AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Deny Application for Leave to Present a Late Claim of Mark Parrish

Recommendation:

Adopt Resolution No. 2022-0065 denying the application for leave to present a late claim of Mark Parrish.

Background/Justification:

On June 17, 2022, Mark Parrish filed an application for leave to present a late claim ("Attachment A") with the San Diego County Regional Airport Authority ("Authority"). Specifically, Parrish filed an application for leave to present a late claim for an incident that took place on June 18, 2021, when he claims he fell and injured himself while descending an escalator in Terminal One at San Diego International Airport. Mr. Parrish's application for leave to present a late claim states the following as the reason for failure to file a timely claim: "I submit this request under the extenuating circumstances outlined as 'Mistake, inadvertence, surprise or excusable neglect' wherein 'Not knowing the law does not constitute an excusable mistake'."

The Government Tort Claims Act (the "Act") requires that an action for monetary damages cannot be maintained against a public entity unless a plaintiff has first presented a written claim to the public entity. (Govt. Code §§ 905, 945.4.) For claims involving injury to a person, claims must be presented to the public entity within six months of the accrual of the cause of action. (Govt. Code § 911.2(a).) Failure to present the claim is a bar to the cause of action. In other words, the Act requires the timely presentation of a written claim for money or damages directly to a public entity, and the rejection of that claim, as a condition precedent to a tort action. (Gov't Code §§ 911.2, 945.4; *State of California v. Superior Court* (2004) 32 Cal.4th 1234, 1239.)

Meeting Date: July 7, 2022

If the claim is not timely presented, the claimant may file a written application with the public entity, seeking leave to present the late claim. (Gov. Code § 911.4.) The application must be made within a reasonable time, not to exceed one year after the accrual of the cause of action. (Gov. Code § 911.) Pursuant to Gov. Code § 946.6, the claimant must further show the failure to present the claim was either (i) due to mistake, inadvertence, surprise, or excusable neglect, (ii) claimant was a minor during all of the time specified in Section 911.2 for the presentation of the claim, (iii) claimant was physically or mentally incapacitated during those six months and by reason of that disability failed to present a claim, or (iv) claimant died before the expiration of those six-months. (Gov. Code § 946.6(c).) Here, Mr. Parrish claims his failure to file a timely claim is due to mistake, inadvertence, surprise, or excusable neglect. Mr. Parrish has the initial burden to demonstrate mistake, inadvertence, surprise, or excusable neglect.

In order to obtain relief based on mistake, inadvertence, surprise, or excusable neglect pursuant to Gov. Code section 946.6(c) (1), claimant must demonstrate by a preponderance of the evidence that (1) he/she presented his/her late claim application within a reasonable time not to exceed one year after the accrual of the cause of action, and (2) that his/her failure to file a timely claim was due to mistake, inadvertence, surprise, or excusable neglect. (*Ebersol v. Cowan* (1983) 35 Cal.3d 427, 431; *Barragan v. County of Los Angeles* (2010) 184 Cal.App.4th 1373, 1386.) The showing required for relief under Section 946.6 based on mistake, inadvertence, surprise, or excusable neglect is the same as that required under Code of Civil Procedure 473 for relieving a party from a default judgment. (*Ebersol, supra*, 35 Cal.3d at 435.) "In examining mistake or neglect, the court inquires whether 'a reasonably prudent person under same or similar circumstances' might have made the same error." (*Id.* [citation omitted].)

Ignorance of the claims-presentation requirement is not sufficient, standing alone, to constitute mistake, inadvertence, surprise, or excusable neglect within the meaning of the Act. (*Tammen v. County of San Diego* (1967) 66 Cal.2d 468.) Excusable neglect has not been found when no steps were taken to retain counsel, when ignorance of the law was the only ground upon which relief was sought, nor when failure to discover the alleged basis for the cause of action was asserted. The second factor in granting relief under Cal. Gov't Code § 946.6, prejudice to the public entity, need not be shown until mistake, inadvertence, surprise or excusable neglect is found to exist.

Here, Mr. Parrish does not provide any facts supporting his claim of mistake, inadvertence, surprise or excusable neglect, therefore, it is appropriate for the Board to deny his request to file a late claim.

Meeting Date: July 7, 2022

The General Counsel has reviewed the application for leave to present a late claim filed by Mark Parrish. While it does include the proposed claim, it fails to state facts sufficient to allow the filing of a late claim. The General Counsel recommends denial.

Fiscal Impact:

Not applicable.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

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

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

Application of Inclusionary Policies:

Not applicable.

Prepared by:

AMY GONZALEZ
GENERAL COUNSEL

ATTACHMENT A

TO: Suzie Johnson, Claims & Litigation Support, San Diego County Regional Airport Authority
FROM: Mark A. Parrish
DATE: 17 JUN 22
RE: Request for Statute of Limitations Extension Regarding Incident of 18 JUN 21

Ms. Johnson,

IAW Government Code §§ 810-996.6, I am writing to respectfully request a statute of limitations extension regarding the incident of 18 JUN 21. I submit this request under the extenuating circumstances outlined as a "Mistake, inadvertence, surprise, or excusable neglect" wherein "Not knowing the law does not constitute an excusable mistake!"

NAME AND ADDRESS TO RECEIVE NOTICES:

Mark Allen Parrish
20 Via Alcamo
San Clemente, CA 92673

DATE AND TIME OF CIRCUMSTANCES:

FRI, 18 JUN 21 @0728 PT

I was scheduled for United Airline flight 546 departing SAN at 0830 PT. By 0645 I was on the airport access road. With bags to check, I arrived on the airfield proper by 0650 PT. I felt comfortable I could park and walk to the ticket counter to check my bags by the 0730 cutoff. I was wrong.

Unfortunately, I found Terminal 1 under construction with restricted foot access only from Terminal 2. This required that I circumnavigate the parking structure and reenter parking for Terminal 1. Apparently other passengers were unaware of the construction as well, for traffic quickly converged to a bottleneck. To add to the situation, Terminal 1 parking was now full, requiring I proceed to Terminal 2 parking. The extra distance on foot, coupled with the 25 minutes of traffic delays, put my flight at risk. As I approached the ticketing counter from the mezzanine I motioned for a lady to go first. She stepped onto the escalator, I stumbled on to the escalator, and fell headfirst down the escalator's remaining 25 feet with her having fallen on top of me.

Police and paramedics arrived. I provided identification. She was ambulatory, and I, in shock, declined the ambulance to drive home. I should not have. Within 2 hours my neighbors would drive me to the emergency room.

ATTACHMENT A

GENERAL DESCRIPTION OF INJURIES:

I sustained a concussion, the loss of multiple teeth, escalator step lacerations from my left wrist over my left shoulder and across my back to my right buttocks, and contusions all over, with deep injury to my left foot and left thumb.

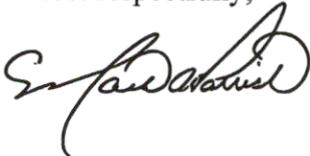
Noteworthy, I also received yesterday a letter from the lady mentioned above, Petra McCory, demanding \$10K in compensation for her CT scans, X-rays, cuts, abrasions, bruises and wages.

DOLLAR AMOUNT CLAIMED:

This will be a limited case (under \$25,000 and **not** asking for non-monetary relief).

Thank you, Ms. Johnson, for your consideration and support.

Most respectfully,



Mark A. Parrish

RESOLUTION NO. 2022-0065

A RESOLUTION OF THE BOARD OF THE SAN DIEGO
COUNTY REGIONAL AIRPORT AUTHORITY, DENYING
THE APPLICATION FOR LEAVE TO PRESENT A LATE
CLAIM OF MARK PARRISH

WHEREAS, on June 17, 2022, Mark Parrish filed an application for leave to present a late claim with the San Diego County Regional Airport Authority (“Authority”) for an incident that occurred on June 18, 2021, when he claims he was injured while descending an escalator in Terminal One at San Diego International Airport; and

WHEREAS, Mr. Parrish’s application for leave to present a late claim states that the reason for his failure to timely file the claim is: “I submit this request under the extenuating circumstances outlined as ‘Mistake, inadvertence, surprise or excusable neglect’ wherein ‘Not knowing the law does not constitute an excusable mistake’”;

WHEREAS, the application for leave to file a late claim contains no facts in support of the stated conclusion that there was a mistake, inadvertence, surprise or excusable neglect; and

WHEREAS, ignorance of the claims presentation statute is not sufficient, standing alone, to constitute mistake, inadvertence, surprise or excusable neglect; and

WHEREAS, California Government Code Section 911.2 requires claims filed with government entities to be presented not later than six months (180 days) of the date of occurrence; and

WHEREAS, California Government Code Section 911.4 (a) states when a claim that is required by Section 911.2 to be presented not later than six months after the accrual of the cause of action is not presented within that time, a written application may be made to the public entity for leave to present that claim; and

WHEREAS, at its regular meeting on July 7, 2022, the Board considered the application for leave to present a late claim filed by Mark Parrish and the report submitted to the Board, and found that the application failed to state facts sufficient for relief and that the Authority would be prejudiced in its defense of the claim if it were granted; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby denies the application for leave to present a late claim of Mark Parrish; and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Revised 7/5/2022

Item No. 13

Staff Report

Meeting Date: July 7, 2022

Subject:

Approve and Authorize the President/CEO to Execute an Agreement with Williams Scotsman, Inc., to Provide Three (3) Temporary Trailers for the new Airport Shuttle Bus Parking Lot at San Diego International Airport

Recommendation:

Adopt Resolution No. 2022-0066, approving and authorizing the President/CEO to negotiate and execute an agreement with Williams Scotsman, Inc., for three (3) temporary trailers for a term of one (1) year, with no option for extension, in an amount not-to-exceed \$200,000, in support of Project No. 413002, Shuttle Lot Relocation at San Diego International Airport and rescinding Resolution No. 2022-0033.

Background/Justification:

The Shuttle Lot Relocation project consists of construction of a new off airport storage and operations facility for the Airport Authority electric shuttle bus fleet ("Shuttle Lot"). The new facility will be located off airport property, along the north-east side of Pacific Highway, between Laurel Street and Palm Street. This site was formerly used for offsite Airport parking and has been leased from the San Diego Unified Port District. The Airport Authority requires temporary office space and other facilities, which will be used by Shuttle Lot employees while the permanent Shuttle Lot buildings are under construction.

The proposed agreement with Williams Scotsman, Inc., will provide Shuttle Lot employees with three (3) temporary trailers, office furniture, breakroom furniture and appliances on the Shuttle Lot site. These trailers include a 48' x 12' Mobile Office for parking lot management, a 44' x 12' Mobile Office for a breakroom, and a 44' x 12' Toilet Unit (Attachment A).

Through its research to identify contracting options, Airport Design & Construction with assistance from the Procurement Department, concluded that the temporary trailers can be provided through an **Omnia Partners Cooperative Agreement** that Williams Scotsman, Inc., holds with the Region 4 Education Service Center in Houston, Texas.

Authority Policy 5.04 permits the use of cooperative arrangements, joint powers agreements or other agreements, with one or more public bodies or agencies of the United States for the purchase of supplies, materials, equipment, information, technology, or services if: (1) a public competitive selection process was used to secure the underlying contract with a lead public agency; (2) the Authority has identified a need; (3) written proof is secured by the Authority reflecting that a public competitive process was used; and (4) it is determined to be in the best interest of the Authority.

The Authority is a participating member of **Omnia Partners**. **Omnia Partners** is a non-profit government purchasing cooperative that assists public agencies in reducing the cost of purchased goods and services through pooling the purchasing power of public agencies nationwide. This is accomplished through competitive solicited contracts for quality products through lead public agencies.

On March 30, 2021, the Region 4 Education Service Center in Houston, Texas, serving as the "Lead Public Agency", advertised a competitive solicitation for Modular Buildings, Portable Storage, and Relocatable Walkways (RFP #21-05) on behalf of itself and other Governmental Agencies and was made available through the **Omnia Partners Government Purchasing Alliance**. The solicitation was advertised in several publications and posted on multiple solicitation websites. Subsequently, the Region 4 Education Service Center entered a three-year contract with Williams Scotsman, Inc., commencing October 1, 2021. Records of the Solicitation Process, Proof of Advertisement, Contract Award Documents, and other information about this agreement can be found at the link below:

<https://www.omniapartners.com/publicsector/suppliers/willscot/contract-documentation#c48237>.

On April 7, 2022, the Airport Authority Board adopted Resolution No. 2022-0033 approving and authorizing the President/CEO to negotiate and execute an agreement with Williams Scotsman, Inc., for the three (3) temporary trailers, in support of Project No. 413002, Shuttle Lot Relocation at San Diego International Airport in an amount not to exceed \$125,370.03. After the Board's action, staff determined that the proposed agreement provided that additional final return costs will be charged to the Authority at Williams Scotsman's prevailing rates at the time the Airport Authority returns the temporary trailers. Final return charges cover the labor and material costs for knockdown, teardown, transport, and removal of the temporary trailers. The not to exceed amount stated in Resolution No. 2022-0033 did not include a potential increase for final return charges and thus the agreement could not be signed because the total cost would exceed the Board-authorized amount set forth in Resolution No. 2022-0033.

In addition, the price to lease the temporary trailers has increased due to fluctuations in labor rates and the cost of materials and equipment since the original quote was provided by Williams Scotsman, Inc. Due to this price increase, Williams Scotsman, Inc., will not honor the pricing set forth in Resolution No. 2022-0033. Staff requests the Board rescind

Resolution No. 2022-0033 and authorize the President/CEO to enter into an agreement with Williams Scotsman for an amount not to exceed \$200,000 for three (3) temporary trailers.

The requested amount of \$200,000 accounts for potential additional costs of removing the trailers from the work site, which will vary based on the date of removal.

Notwithstanding the price increase, after review of the Omnia Partners Cooperative Agreement and the new proposal submitted by Williams Scotsman, Inc., utilizing Omnia Partners pricing for the leasing of three (3) temporary trailers, the Authority has determined the total one-year cost of services not-to-exceed \$200,000 to be fair and reasonable when compared to the cost of utilizing non-Omnia Partners market pricing.

Based on the above, the staff recommends executing an agreement with Williams Scotsman, Inc., for three (3) temporary trailers, for a term of one year, with no option for extension, for a total not-to-exceed amount of \$200,000, which is comprised of charges for temporary trailers, office furniture, break room furniture and appliances rental, delivery, installation, and return services.

Fiscal Impact:

Adequate funds for Shuttle Lot Relocation are included within the Board adopted FY2023-FY2027 Capital Program Budget in Project No. 413002. The Source of funding for this project is Airport Cash and Customer Facility Charges (CFC).

Authority Strategies/Focus Areas:

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

Strategies

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

Focus Areas

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

Environmental Review:

- A. CEQA: This Board action is for a project that is Categorically Exempt as defined by the California Environmental Quality Act ("CEQA"), Existing Facilities (15301) - Class 1 and Replacement or Reconstruction (15302) - Class 2.

- B. California Coastal Act Review: This Board action is for a project that is located on Port tidelands and a Coastal Development Permit Amendment (CDP-2021-05) was issued consistent with the adopted Port Master Plan, on August 10, 2021.
- C. NEPA: This Board action is for a project that was issued a Categorical Exclusion by the Federal Aviation Administration on June 9, 2021.

Application of Inclusionary Policies:

Not Applicable.

Prepared by:

Bob Bolton
Director, Airport Design & Construction



413002: Terminal 1 Shuttle Lot Relocation

Exhibit A - Project Site Map

7/7/2022



(Not to Scale)



RESOLUTION NO. 2022 - 0066

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH WILLIAMS SCOTSMAN, INC., FOR THREE (3) TEMPORARY TRAILERS FOR A TERM OF ONE (1) YEAR, WITH NO OPTION FOR EXTENSION, IN AN AMOUNT NOT-TO-EXCEED \$200,000, IN SUPPORT OF PROJECT NO. 413002, SHUTTLE LOT RELOCATION AT SAN DIEGO INTERNATIONAL AIRPORT AND RESCINDING RESOLUTION NO. 2022-0033

WHEREAS, on February 3, 2022, the Board of the San Diego County Regional Airport Authority authorized the Shuttle Lot Relocation project at San Diego International Airport; and

WHEREAS, the Shuttle Lot Relocation Project consists of construction of a new off airport storage and operations facility for the Airport Authority electric shuttle bus fleet ("Shuttle Lot"); and

WHEREAS, the new facility will be located off Airport property, along the north-east side of Pacific Highway, between Laurel Street and Palm Street; and

WHEREAS, this site was formerly used for offsite Airport parking and has been leased from the San Diego Unified Port District and the Airport Authority requires temporary office space and other facilities, which will be used by Shuttle Lot employees while the permanent Shuttle Lot buildings are under construction; and

WHEREAS, the proposed agreement will provide Shuttle Lot employees with three (3) temporary trailers on the Shuttle Lot site. These trailers include a 48' x 12' Mobile Office for parking lot management, a 44' x 12' Mobile Office for a breakroom, and a 44' x 12' Toilet Unit; and

WHEREAS, through its research to identify contracting options, Airport Design & Construction with assistance from the Procurement Department, determined that the temporary trailers can be provided through an Omnia Partners Cooperative Agreement that Williams Scotsman, Inc., holds with the Region 4 Education Service Center in Houston, Texas; and

WHEREAS, Authority Policy 5.04 permits the use of cooperative arrangements, joint powers agreements or other agreements, with one or more public bodies or agencies of the United States for the purchase of supplies, materials, equipment, information, technology, or services if: (1) a public competitive selection process was used to secure the underlying contract with a lead public agency; (2) the Authority has identified a need; (3) written proof is secured by the Authority reflecting that a public competitive process was used; and (4) it is determined to be in the best interest of the Authority; and

WHEREAS, the Authority is a participating member of Omnia Partners Government Alliance. Omnia Partners is a non-profit government purchasing cooperative that assists public agencies in reducing the cost of purchased goods and services through pooling the purchasing power of public agencies nationwide and this is accomplished through competitive solicited contracts for quality products through lead public agencies; and

WHEREAS, on March 30, 2021, the Region 4 Education Service Center in Houston, Texas, serving as the "Lead Public Agency", advertised a competitive solicitation for Modular Buildings, Portable Storage, and Relocatable Walkways (RFP #21-05) on behalf of itself and other Governmental Agencies and was made available through the Omnia Partners Government Purchasing Alliance; and

WHEREAS, the solicitation was advertised in several publications and posted on multiple solicitation websites. Subsequently, the Region 4 Education Service Center entered a three-year contract with Williams Scotsman, Inc., commencing October 1, 2021; and

WHEREAS, on April 7, 2022, the Board of the San Diego County Regional Airport Authority adopted Resolution No. 2022-0033 to approve and authorize the President/CEO to negotiate and execute an agreement with Williams Scotsman, Inc., for the three (3) temporary trailers, in support of Project No. 413002, Shuttle Lot Relocation at San Diego International Airport in an amount not to exceed \$125,370.03; and

WHEREAS, after the Board's action adopting Resolution No. 2022-0033, staff determined that the proposed agreement provided that additional final return costs will be charged to the Airport Authority at Williams Scotsman's prevailing rates at the time the Airport Authority returns the temporary trailers. Final return charges include the labor and material costs for knockdown, teardown, transport, and removal of the temporary trailers therefore the not to exceed amount stated in Resolution No. 2022-0033 did not include a potential increase for final return charges and thus the agreement could not be signed because the total cost would exceed the Board-authorized amount set forth in Resolution No. 2022-0033; and

WHEREAS, prices for labor and materials have since increased and Williams Scotsman, Inc. will not honor the amount set forth in Resolution 2022-0033; and

WHEREAS, the Board hereby rescinds Resolution No. 2022-033 for the reasons set forth herein; and

WHEREAS, staff recommends that the Board approve and authorize the President/CEO to enter into an agreement with Williams Scotsman, Inc. for three (3) temporary trailers in the amount of \$200,000 which includes the increased costs for labor and materials and the potential additional costs of removing the trailers from the work site, which will vary based on the date of removal; and

WHEREAS, after review of the **Omnia Partners Cooperative Agreement** and the proposal submitted by Williams Scotsman, Inc., utilizing **Omnia Partners** pricing for the leasing of three temporary trailers, and notwithstanding the price increase, the Authority has determined the total one-year cost of services not-to-exceed \$200,000 to be fair and reasonable when compared to the cost of utilizing non-**Omnia Partners** market pricing.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to negotiate and execute an agreement with Williams Scotsman, Inc., for three (3) temporary trailers for a term of one (1) year, with no option for extension, in an amount not-to-exceed \$200,000, which is comprised of charges for trailer rental, delivery, installation, and return services, in support of Project No. 413002, Shuttle Lot Relocation at San Diego International Airport; and

BE IT FURTHER RESOLVED that the Board hereby rescinds Resolution No. 2022-0033; and

BE IT FURTHER RESOLVED that the Board finds that this action is for a project that is Categorical Exempt as defined by the California Environmental Quality Act ("CEQA"), Existing Facilities (15301)-Class 1 and Replacement or Reconstruction (15302)-Class 2; and

BE IT FURTHER RESOLVED that the Board finds that this action is for a project that is located on Port tidelands and a Coastal Development Permit Amendment (CDP-2021-05) was issued consistent with the adopted Port Mater Plan, on August 10, 2021; and

BE IT FURTHER RESOLVED that the Board finds that this action for a project that was issued a Categorical Exclusion s by the Federal Aviation Administration on June 9, 2021.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Approve and Authorize the President/CEO to Execute an On-Call Storm Water Program Management Service Agreement with Wood Environment & Infrastructure Solutions, Incorporated

Recommendation:

Adopt Resolution No. 2022-0067, approving and authorizing the President/CEO to execute an On-Call Storm Water Program Management Service Agreement with Wood Environment & Infrastructure Solutions, Incorporated, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$9,000,000.

Background/Justification:

The Authority is required by statute and regulation to properly manage potential storm water pollutants in rainfall runoff within the jurisdiction of the Authority at San Diego International Airport. Professional storm water program management services are required to ensure compliance with the National Pollutant Discharge Elimination Systems (NPDES) Industrial General Permit No. CAS000001, NPDES Construction General Permit No. CAS000002, and NPDES Municipal Storm Water Permit No. CAS0109266. Further, the severity of penalties and fines potentially resulting from a lack of such adequate professional services is significant.

Requirements in the Municipal Storm Water Permit and the Industrial General Permit have resulted in the need for required professional services to assist with the development and implementation of the San Diego Bay Watershed Water Quality Improvement Plan (WQIP) and Exceedance Response Action Plans (ERAs) for copper and zinc. Professional storm water program management services are required to:

- assist in the development, implementation, and maintenance of storm water pollution prevention plans to address airport operations and construction activities;

Meeting Date: July 7, 2022

- review and expand the scope and frequency of storm water runoff monitoring to validate the effectiveness of current program elements;
- collect samples of storm water runoff during rain events;
- investigate and sample sources of water found in the airport storm drain system during the summer months;
- inspect all areas of the airport for compliance with the permits;
- audit tenant activities for compliance with the permits;
- assist in the preparation of annual compliance reports submitted to the State for each of the permits;
- assist with the development and review of structural and non-structural storm water pollution control mechanisms for existing airport operations and for proposed future site improvements;
- assist in engagement with regulatory agencies on potential new permit developments; and
- conduct other tasks, as necessary, to prevent, reduce, and eliminate the potential for storm water runoff pollution from airport operation and construction activities draining to San Diego Bay.

The Authority expended approximately \$5,100,000 over the last 5 years for these services. The need for professional storm water program management services is on-going and is anticipated to grow in the near future. For instance, all three of the NPDES Permits noted above are expected to be revised and renewed over the next three years, which will likely lead to requirements to further expand and improve our storm water pollution prevention activities. Construction activities related to the New T1 and other Capital Improvement Projects have also now greatly expanded the geographic footprint for needed storm water pollution prevention services related to weekly site inspections, contractor trainings, record keeping, document review, and overall activity oversight to maintain compliance with the NPDES Construction General Permit. Finally, professional storm water program management services are likely to be required over the next few years to further investigate the potential presence of PFAS in response to Regional Water Quality Control Board investigative orders. In light of the above factors, staff recommends that the total not-to-exceed amount of this Agreement for a 5-year period be \$9,000,000.

On March 23, 2022, the Authority published a Request for Proposals (RFP) to provide professional on-call storm water program management services at the San Diego International Airport.

On April 25, 2022, the Authority received proposals from the following six entities, with all respondents being deemed responsive: Environmental Compliance Specialist, LLC; Geosyntec Consultants, Incorporated; Social Stormwater Runoff Solution Services, Incorporated; Tetra Tech, Incorporated; Whitson Contracting & Management, Incorporated; and Wood Environment and Infrastructure Solutions, Incorporated.

The evaluation criteria used to evaluate the firms was a weighted criteria of five factors: prior company experience and skill; prior experience of the company's primary staff; a work plan; sustainability; proposed fees and costs; and small business preference under Authority Policy 5.12. The Authority's Evaluation Panel ("Panel"), which was comprised of two representatives from Planning and Environmental Affairs, one from Facilities Management, and one from Airport Design and Construction conducted a thorough review of all proposals. The firms were ranked as follows:

Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
Environmental Compliance Specialist	5	6	5	6	22	6
Geosyntec	2	2	3	3	10	3
Socal Stormwater Runoff Solution Services	4	5	6	4	19	5
Tetra Tech, Incorporated	3	3	1	2	9	2
Whitson	6	4	4	4	18	4
Wood	1	1	1	1	4	1

Combined Scores	SB	Local	Vet.	Proposed Fees/Cost	Exper. and Skill	Primary Staff	Work Plan	Sustainability	Total
Environmental Compliance Specialist	0	0	0	540	570	380	475	180	2145
Geosyntec	0	0	0	300	1080	680	900	300	3260
Socal Stormwater Runoff Solution Services	120	0	0	600	570	400	450	80	2220
Tetra Tech	0	0	0	360	990	680	900	330	3260
Whitson	120	0	0	540	630	420	350	210	2270
Wood	0	80	0	360	1110	720	800	350	3420

The three (3) highest ranked firms were invited to interview on May 19, 2022. The Respondents, who interviewed, were asked to provide responses to a specific list of questions, prepared by the Panel, which targeted the evaluation criteria presented in the RFP. The Panelists' final rankings are presented below:

Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Total	Rank
Geosyntec	2	2	2	2	8	2
Tetra Tech	3	3	1	3	10	3
Wood	1	1	3	1	6	1

Combined Scores	SB	Local	Vet	Proposed Fees/Cost	Experience and Skill	Primary Staff	Work Plan	Sustainability	Total
Geosyntec	0	0	0	540	1080	720	875	280	3495
Tetra Tech	0	0	0	600	990	640	825	320	3375
Wood	0	80	0	600	1110	680	850	320	3640

A brief background on the top-ranked firm is provided:

Wood Environment and Infrastructure Solutions, Incorporated

Wood Environment and Infrastructure Solutions, Incorporated has offices and facilities in San Diego and around the world. They provide professional environmental and storm water program management services to public and private entities, including John Wayne Airport, Burbank Airport, Long Beach Airport, San Diego County Airports, the City of San Diego, Caltrans, California State Parks, and the U.S. Department of Defense.

Staff recommends that the Board approve and authorize the President/CEO to execute an On-Call Storm Water Program Management Service Agreement with the top ranked firm, Wood Environment and Infrastructure Solutions, Incorporated, for a term of three years, with the option for two one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$9,000,000.

Fiscal Impact:

Adequate annual funding for on-call storm water management services is included in the adopted FY 2023 and conceptually approved FY 2024 Operating Expense Budgets within the Planning & Environmental Affairs Department’s Professional Services line item. Expenses for FY 2025 through FY 2027 will be included in future year budget requests.

Potential costs for on-call storm water program management services related to capital project activities are included within the Board-approved FY2023-FY2027 Capital Improvement Program Budget. Sources of funding will depend on the project(s) utilizing the services and include, but are not limited to, Airport Revenue Bonds, and Airport Cash.

Authority Strategies/Focus Areas:

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

Strategies

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

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

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

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore, at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. 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 with Policy 5.12, the recommended firm Wood Environmental Infrastructure Solutions Inc. received 2% local business preference. Wood Environmental Infrastructure Solutions Inc. did not receive 3% small business preference and 2% veteran-owned small business preference.

Prepared by:

Brendan Reed
Director, Airport Planning & Environmental Affairs

RESOLUTION NO. 2022-0067

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ON-CALL STORM WATER PROGRAM MANAGEMENT SERVICE AGREEMENT WITH WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INCORPORATED FOR A TERM OF THREE (3) YEARS, WITH THE OPTION FOR TWO (2) ONE-YEAR EXTENSIONS EXERCISABLE AT THE SOLE DISCRETION OF THE PRESIDENT/CEO, IN AN AMOUNT NOT-TO-EXCEED \$9,000,000

WHEREAS, the Authority is required by statute and regulation to properly manage potential storm water pollutants in rainfall runoff within the jurisdiction of the Authority at San Diego International Airport in accordance with federal and state laws, regulations, and permits, and professional services are required to ensure compliance with the National Pollution Discharge Elimination System (NPDES) Industrial General Permit No. CAS000001, NPDES Construction General Permit No. CAS000002, and NPDES Municipal Storm Water Permit No. CAS0109266; and

WHEREAS, the severity of penalties and fines potentially resulting from a lack of such adequate professional services is significant; and

WHEREAS, requirements in the Municipal Storm Water Permit and the Industrial General Permit have resulted in the need for professional services to assist with the development and implementation of the San Diego Bay Watershed Water Quality Improvement Plan (WQIP) and Exceedance Response Action Plans (ERAs) for copper and zinc; and

WHEREAS, all three of the NPDES Permits noted above are expected to be revised and renewed over the next three years, which will likely lead to requirements to further expand and improve the Authority's storm water pollution prevention activities; and

WHEREAS, construction activities related to the New T1 and other Capital Improvement Projects have greatly expanded the geographic footprint for needed ongoing storm water pollution prevention services related to weekly site inspections, contractor trainings, record keeping, document review, and overall activity oversight to maintain compliance with the NPDES Construction General Permit; and

WHEREAS, the Authority's need for professional storm water program management services is on-going and is anticipated to grow in the near future; and

WHEREAS, on March 23, 2022, the Authority published a Request for Proposals for provision of professional on-call storm water program management services and received responsive proposals from Environmental Compliance Specialist, LLC; Geosyntec Consultants, Incorporated; Socal Stormwater Runoff Solution Services, Incorporated; Tetra Tech, Incorporated; Whitson Contracting & Management, Incorporated; and Wood Environment and Infrastructure Solutions, Incorporated; and

WHEREAS, on May 19, 2022, at the conclusion of the evaluation process, the Authority's Evaluation Panel ranked Wood Environment and Infrastructure Solutions, Incorporated first.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an On-Call Storm Water Program Management Service Agreement with Wood Environment and Infrastructure Solutions, Incorporated, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the sole discretion of the President/CEO, in an amount not-to-exceed \$9,000,000.

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 resolution; and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Award a Contract to HHJ Construction, Inc., for Quieter Home Program Phase 12, Group 1, Project No. 381201 Thirty-three (33) Non-Historic Single-Family and Multi-Family Units on Thirty (30) Residential Properties Located East and West of the San Diego International Airport.

Recommendation:

Adopt Resolution No. 2022-0068, awarding a contract to HHJ Construction, Inc. in the amount of \$1,530,653.50 for Phase 12, Group 1, Project No. 381201, of the San Diego County Regional Airport Authority's Quieter Home Program.

Background/Justification:

The San Diego County Regional Airport Authority's ("Authority") Quieter Home Program ("Program") provides sound attenuation treatments to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 12, Group 1, Project No. 381201 includes installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to thirty-three (33) non-historic single-family and multi-family units on thirty (30) residential properties located east and west of the Airport (refer to Attachment A).

To date, the Program has completed 4,799 residences, of which 1,254 are historic and 3,545 are non-historic. 3,068 residences are located west of SDIA and 1,731 are located east of SDIA.

Staff Report

Meeting Date: July 7, 2022

Project No. 381201 was advertised on May 2, 2022, and bids were opened on June 1, 2022. The following bids were received (refer to Attachment B):

Company	Total Bid
HHJ Construction, Inc.	\$1,530,653.50*
S&L Specialty Construction, Inc.	\$1,579,363.00
G&G Specialty Contractors	\$1,600,980.00

* HHJ Construction, Inc. miscalculated bid total in Bid Package Proposal. Total bid reflected above is the mathematically correct bid amount.

Engineer's Estimate: \$1,299,491.95

The low bid of \$1,530,653.50 was over the Engineer's Estimate by 18% due to recent unstable and unpredictable costs to manufacture and ship major materials. The low bid of \$1,530,653.50 is considered responsive and HHJ Construction, Inc. is considered responsible. Award to HHJ Construction, Inc. is, therefore, recommended in the amount of \$1,530,653.50

Fiscal Impact:

Adequate funds for the contract with HHJ Construction, Inc. are included in the adopted FY 2023 and conceptual FY 2024 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

A. CEQA: This Board action is a "project" subject to the California Environmental Quality Act ("CEQA"), Pub. Res. Code §21065. The individual projects under the Quieter Home Program are part of a class of projects that are categorically exempt from CEQA: 14 Cal. Code Regs. §15301 – "Existing Facilities: Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or

private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination."

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

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

Application of Inclusionary Policies:

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

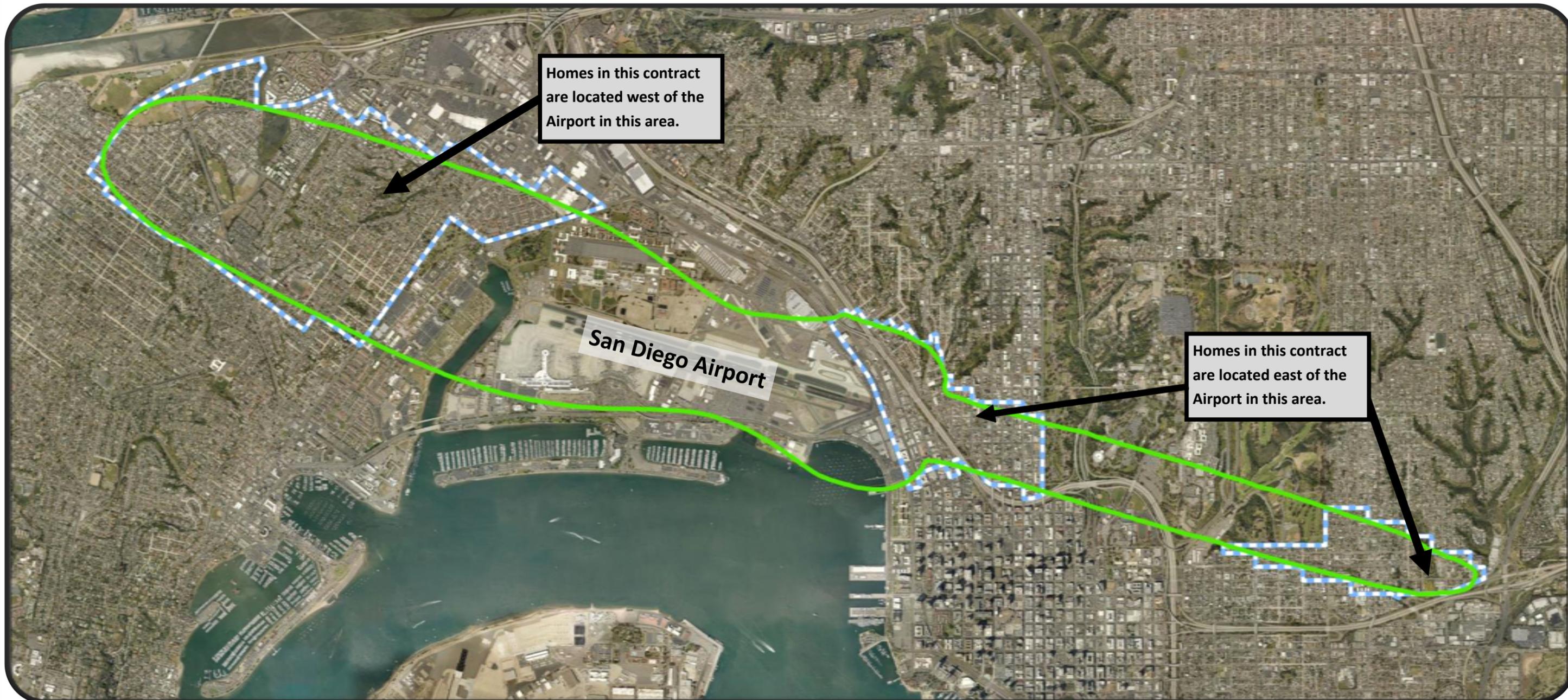
The Authority's DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally-funded projects. When federal funds are utilized, the Authority is prohibited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

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. HHJ Construction, Inc. proposed 5.1% DBE participation on QHP Phase 12, Group 1.

Prepared by:

BRENDAN REED
DIRECTOR, AIRPORT PLANNING & ENVIRONMENTAL AFFAIRS

Attachment A



LEGEND

-  65 dB Boundary
-  65 dB CNEL Contour

San Diego County Regional Airport Authority
Quieter Home Program
Project 381201

TABULATION OF BIDS

ATTACHMENT B

TITLE: QUIETER HOME PROGRAM PROJECT NO. 381201
BIDS OPENED: June 1, 2022 at 2:00 p.m.
ENGINEER'S ESTIMATE: \$1,299,491.95

CONTRACTOR:				Engineer's Estimate				HHJ Construction, Inc.				S & L Specialty Construction, Inc.				G & G Contractors, Inc.					
ADDRESS:								11156 S. Main Street, Los Angeles, CA 90061				315 S. Franklin Street, Syracuse, NY 13202				1221 N. Mondel Drive, Gilbert, AZ 85233					
GUARANTEE OF GOOD FAITH:								Old Republic Surety Company				Liberty Mutual Insurance Company				Hartford Casualty Insurance Company					
Res No.	Bid Item Number - Name/Address			Dwelling Units	Unit of Measure	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)
380901.28	MINNICK / SHEALY	3625 KINGSLEY STREET	1	Lump Sum	\$54,240.00	\$19,451.19	\$4,479.08	\$78,170.27	\$51,489.00	\$16,500.00	\$2,904.00	\$70,893.00	\$69,000.00	\$14,000.00	\$3,000.00	\$86,000.00	\$65,422.00	\$17,900.00	\$3,000.00	\$86,322.00	
381111.38	DILLMANN / PETERSON	1344 EDMONT STREET	1	Lump Sum	\$43,046.44	\$0.00	\$0.00	\$43,046.44	\$48,458.00	\$0.00	\$0.00	\$48,458.00	\$51,000.00	\$0.00	\$0.00	\$51,000.00	\$55,005.00	\$0.00	\$0.00	\$55,005.00	
381201.01	LAINIZ / NORBAN	2135 FROUDE STREET	1	Lump Sum	\$36,868.44	\$15,851.94	\$3,588.17	\$56,308.55	\$51,093.00	\$11,660.00	\$4,719.00	\$67,472.00	\$59,000.00	\$12,000.00	\$5,000.00	\$76,000.00	\$60,106.00	\$13,200.00	\$3,400.00	\$76,706.00	
381201.02	PERRINE	4612 LOTUS STREET	1	Lump Sum	\$42,795.21	\$14,668.15	\$8,368.90	\$65,832.26	\$55,831.00	\$12,540.00	\$6,655.00	\$75,026.00	\$55,000.00	\$14,000.00	\$7,000.00	\$76,000.00	\$65,192.00	\$18,800.00	\$2,400.00	\$86,392.00	
381201.03	REINHARDT	2261 EBERS STREET	1	Lump Sum	\$24,792.78	\$14,219.69	\$4,270.38	\$43,282.85	\$33,532.00	\$11,660.00	\$4,455.00	\$49,647.00	\$40,000.00	\$10,000.00	\$5,000.00	\$55,000.00	\$33,518.00	\$13,200.00	\$3,400.00	\$50,118.00	
381201.06	WALSH	4621 CASTELAR STREET	1	Lump Sum	\$36,986.86	\$16,672.76	\$7,076.38	\$60,736.00	\$36,677.00	\$13,640.00	\$10,692.00	\$61,009.00	\$34,000.00	\$11,000.00	\$11,000.00	\$56,000.00	\$36,962.00	\$15,900.00	\$9,600.00	\$62,462.00	
381201.06	WALSH	4623 CASTELAR STREET	1	Lump Sum	\$22,603.83	\$15,519.92	\$2,556.97	\$40,680.72	\$31,036.00	\$11,660.00	\$4,862.00	\$47,558.00	\$27,000.00	\$13,000.00	\$5,000.00	\$45,000.00	\$31,171.00	\$14,600.00	\$7,200.00	\$52,971.00	
381201.08	FIDLER / SKINNER	4482 MUIR AVENUE	1	Lump Sum	\$49,200.95	\$0.00	\$0.00	\$49,200.95	\$63,038.00	\$0.00	\$0.00	\$63,038.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$67,367.00	\$0.00	\$0.00	\$67,367.00	
381201.09	WRIGHT	4463 MUIR AVENUE	1	Lump Sum	\$39,300.38	\$13,190.23	\$4,708.82	\$57,199.43	\$42,061.00	\$12,540.00	\$4,465.00	\$59,066.00	\$45,000.00	\$12,000.00	\$5,000.00	\$62,000.00	\$43,487.00	\$15,900.00	\$3,600.00	\$62,987.00	
381201.11	HUNTER	4525 VOLTAIRE STREET	1	Lump Sum	\$32,071.31	\$14,230.91	\$2,735.85	\$49,038.07	\$38,033.00	\$11,660.00	\$7,502.00	\$57,195.00	\$35,000.00	\$10,000.00	\$8,000.00	\$53,000.00	\$41,172.00	\$14,900.00	\$5,900.00	\$61,972.00	
381201.13	DIETZ	2226 SEASIDE STREET	1	Lump Sum	\$28,257.72	\$14,198.85	\$2,872.64	\$45,329.21	\$36,464.00	\$11,660.00	\$2,904.00	\$51,028.00	\$39,000.00	\$12,000.00	\$3,000.00	\$54,000.00	\$37,321.00	\$15,900.00	\$2,400.00	\$55,621.00	
381201.14	DENNEY	2232 SEASIDE STREET	1	Lump Sum	\$26,368.27	\$14,162.86	\$4,003.81	\$44,534.95	\$42,031.00	\$11,000.00	\$4,455.00	\$57,486.00	\$39,000.00	\$10,000.00	\$5,000.00	\$54,000.00	\$38,953.00	\$13,900.00	\$3,600.00	\$56,453.00	
381201.14	DENNEY	2234 SEASIDE STREET	1	Lump Sum	\$20,250.96	\$13,452.46	\$2,728.84	\$36,432.25	\$28,500.00	\$11,000.00	\$2,904.00	\$42,404.00	\$27,000.00	\$10,000.00	\$3,000.00	\$40,000.00	\$26,493.00	\$13,200.00	\$2,400.00	\$42,093.00	
381201.19	DAVIS-MITCHELL	2251 SOTO STREET	1	Lump Sum	\$32,504.70	\$0.00	\$0.00	\$32,504.70	\$38,349.00	\$0.00	\$0.00	\$38,349.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$45,050.00	\$0.00	\$0.00	\$45,050.00	
381201.20	STORM	4352 VOLTAIRE STREET	1	Lump Sum	\$64,571.16	\$0.00	\$0.00	\$64,571.16	\$50,712.00	\$0.00	\$0.00	\$50,712.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$61,625.00	\$0.00	\$0.00	\$61,625.00	
381201.22	LITTLEFIELD / WERNER	2255 WORDEN STREET UNIT 13	1	Lump Sum	\$25,990.68	\$8,870.82	\$908.44	\$35,769.94	\$29,104.00	\$8,800.00	\$2,915.00	\$40,819.00	\$42,000.00	\$7,000.00	\$3,000.00	\$52,000.00	\$28,951.00	\$9,000.00	\$1,000.00	\$38,951.00	
381201.23	WIESNER	4032 VALETA STREET UNIT 312	1	Lump Sum	\$25,377.39	\$11,384.78	\$5,559.39	\$42,321.56	\$34,796.00	\$12,540.00	\$5,417.50	\$52,753.50	\$40,000.00	\$13,000.00	\$6,000.00	\$59,000.00	\$35,341.00	\$13,900.00	\$4,500.00	\$53,741.00	
381201.25	ROTH	4339 RIALTO STREET UNIT 5	1	Lump Sum	\$26,147.99	\$5,377.56	\$908.44	\$32,433.99	\$30,862.00	\$5,500.00	\$1,320.00	\$37,682.00	\$34,000.00	\$4,000.00	\$1,000.00	\$39,000.00	\$26,384.00	\$4,500.00	\$800.00	\$31,684.00	
381201.35	GRAHAM	3062 EVERGREEN STREET	1	Lump Sum	\$58,610.74	\$19,135.31	\$3,826.68	\$81,572.73	\$53,280.00	\$16,500.00	\$3,179.00	\$72,959.00	\$61,000.00	\$14,000.00	\$3,000.00	\$78,000.00	\$67,340.00	\$17,900.00	\$3,200.00	\$88,440.00	
381201.37	NICHOLS	3111 MADRID STREET	1	Lump Sum	\$50,798.13	\$19,497.84	\$4,161.65	\$74,457.62	\$55,962.00	\$15,400.00	\$4,862.00	\$76,224.00	\$57,000.00	\$13,000.00	\$5,000.00	\$75,000.00	\$66,174.00	\$18,900.00	\$3,400.00	\$88,474.00	
381201.38	LIU	625 ARROYO STREET	1	Lump Sum	\$27,629.82	\$0.00	\$0.00	\$27,629.82	\$39,495.00	\$0.00	\$0.00	\$39,495.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$42,214.00	\$0.00	\$0.00	\$42,214.00	
381201.41	SANDERS	1421 29TH STREET	1	Lump Sum	\$4,362.80	\$12,488.73	\$3,283.02	\$20,134.56	\$33,468.00	\$11,000.00	\$4,455.00	\$48,923.00	\$34,000.00	\$9,000.00	\$5,000.00	\$48,000.00	\$34,737.00	\$13,200.00	\$3,600.00	\$51,537.00	
381201.41	SANDERS	1423 29TH STREET	1	Lump Sum	\$21,896.89	\$14,210.29	\$4,503.63	\$40,610.81	\$33,966.00	\$11,660.00	\$4,455.00	\$50,081.00	\$28,000.00	\$9,000.00	\$5,000.00	\$42,000.00	\$32,017.00	\$13,800.00	\$3,600.00	\$49,417.00	
381201.43	NGUYEN	2840 C STREET UNIT 1	1	Lump Sum	\$15,216.98	\$0.00	\$0.00	\$15,216.98	\$26,664.00	\$0.00	\$0.00	\$26,664.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$22,180.00	\$0.00	\$0.00	\$22,180.00	
381201.44	HARTON	2840 C STREET UNIT 2	1	Lump Sum	\$10,632.64	\$0.00	\$0.00	\$10,632.64	\$19,484.00	\$0.00	\$0.00	\$19,484.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$13,078.00	\$0.00	\$0.00	\$13,078.00	
381201.46	BIRMINGHAM	2840 C STREET UNIT 4	1	Lump Sum	\$1,952.27	\$0.00	\$0.00	\$1,952.27	\$21,946.00	\$0.00	\$0.00	\$21,946.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$17,330.00	\$0.00	\$0.00	\$17,330.00	
381201.47	BINDER	2840 C STREET UNIT 5	1	Lump Sum	\$22,283.62	\$0.00	\$0.00	\$22,283.62	\$30,733.00	\$0.00	\$0.00	\$30,733.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$28,155.00	\$0.00	\$0.00	\$28,155.00	
381201.48	KOLASINSKI/MCALARNEY	2840 C STREET UNIT 6	1	Lump Sum	\$12,631.12	\$0.00	\$0.00	\$12,631.12	\$22,567.00	\$0.00	\$0.00	\$22,567.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$17,798.00	\$0.00	\$0.00	\$17,798.00	
381201.49	CANDELORE	2840 C STREET UNIT 7	1	Lump Sum	\$12,631.12	\$0.00	\$0.00	\$12,631.12	\$22,567.00	\$0.00	\$0.00	\$22,567.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$17,979.00	\$0.00	\$0.00	\$17,979.00	
381201.50	ARANDA	2840 C STREET UNIT 8	1	Lump Sum	\$17,515.09	\$0.00	\$0.00	\$17,515.09	\$22,900.00	\$0.00	\$0.00	\$22,900.00	\$22,000.00	\$0.00	\$0.00	\$22,000.00	\$19,632.00	\$0.00	\$0.00	\$19,632.00	
381201.51	KE	2840 C STREET UNIT 9	1	Lump Sum	\$11,850.61	\$0.00	\$0.00	\$11,850.61	\$19,357.00	\$0.00	\$0.00	\$19,357.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00	\$15,942.00	\$0.00	\$0.00	\$15,942.00	
381201.52	STAPLETON	2929 B STREET UNIT 2	1	Lump Sum	\$17,886.38	\$5,231.37	\$1,273.22	\$24,390.97	\$27,263.00	\$5,500.00	\$2,145.00	\$34,908.00	\$23,000.00	\$4,000.00	\$2,000.00	\$29,000.00	\$19,125.00	\$4,500.00	\$800.00	\$24,425.00	
381201.53	GRAY	3176 C STREET	1	Lump Sum	\$34,225.70	\$0.00	\$0.00	\$34,225.70	\$36,887.00	\$0.00	\$0.00	\$36,887.00	\$57,000.00	\$0.00	\$0.00	\$57,000.00	\$42,496.00	\$0.00	\$0.00	\$42,496.00	
				Subtotal			\$1,285,128.95					\$1,516,290.50				\$1,565,363.00				\$1,586,617.00	
							\$14,363.00					\$14,363.00				\$14,363.00				\$14,363.00	
							\$1,299,491.95					\$1,530,653.50				\$1,579,363.00				\$1,600,980.00	

Addenda No. 1 and 2 noted

***Contractor Miscalculation**
Contractor Bid Submitted: \$1,530,643.50
Actual Bid Amount: \$1,530,653.50

RESOLUTION NO. 2022-0068

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO HHJ CONSTRUCTION, INC., IN THE AMOUNT OF \$1,530,653.50 FOR PHASE 12, GROUP 1, PROJECT NO. 381201, 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 12, Group 1, of the Program will include installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 12, Group 1, of the Program provides sound attenuation to thirty-three (33) single-family and multi-family units on thirty (30) non-historic residential properties located east and west of the San Diego International Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 12, Group 1, on May 2, 2022; and

WHEREAS, on June 1, 2022, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder, HHJ Construction, Inc., submitted a bid of \$1,530,653.50 and the Authority's staff has duly considered the bid and has determined that HHJ Construction, Inc. is responsible and its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board (“Board”) believes that it is in the best interest of the Authority and the public that it serves to award HHJ Construction, Inc., the lowest bidder, the contract for Phase 12, Group 1, 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 HHJ Construction, Inc., in the amount of \$1,530,653.50 for Phase 12, Group 1, Project No. 381201, of the San Diego County Regional Airport Authority’s Quieter Home Program; and

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

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

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Award a Contract to S&L Specialty Construction, Inc., for Quieter Home Program Phase 11, Group 11, Project No. 381111 Forty-Seven (47) Non-Historic Single-Family and Multi-Family Units on Twenty-Six (26) Residential Properties Located East and West of the San Diego International Airport.

Recommendation:

Adopt Resolution No. 2022-0069, awarding a contract to S&L Specialty Construction, Inc., in the amount of \$1,989,173.41 for Phase 11, Group 11, Project No. 381111, of the San Diego County Regional Airport Authority's ("Authority") Quieter Home Program.

Background/Justification:

The San Diego County Regional Airport Authority's ("Authority") Quieter Home Program ("Program") provides sound attenuation treatments to residences within the highest noise-impacted neighborhoods surrounding San Diego International Airport ("SDIA"). This contract for Phase 11, Group 11, Project No. 381111 includes installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels and provide sound attenuation to Forty-Seven (47) non-historic single-family and multi-family units on Twenty-Six (26) residential properties located east and west of the Airport (refer to Attachment A).

To date, the Program has completed 4,799 residences, of which 1,254 are historic and 3,545 are non-historic. 3,068 residences are located west of SDIA and 1,731 are located east of SDIA.

Project No. 381111 was advertised on May 6, 2022, and bids were opened on June 6, 2022. The following bids were received (refer to Attachment B):

Company	Total Bid
S&L Specialty Construction, Inc.	\$1,989,173.41
HHJ Construction, Inc.	\$2,073,967.41*
G&G Specialty Contractors	\$2,089,255.41

Meeting Date: July 7, 2022

* HHJ Construction, Inc. miscalculated bid total in Bid Package Proposal. Total bid reflected above is the mathematically correct bid amount.

Engineer's Estimate: \$2,032,539.49

The low bid of \$1,989,173.41 is considered responsive and S&L Specialty Construction, Inc. is considered responsible. Award to S&L Specialty Construction, Inc., is, therefore, recommended in the amount of \$1,989,173.41.

Fiscal Impact:

Adequate funds for the contract with S&L Specialty Construction, Inc., are included in the adopted FY 2023 and conceptual FY 2024 Operating Expense Budgets within the Quieter Home Program budget line item. Sources of funding include federal Airport Improvement Program grants and Passenger Facility Charges.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

B. California Coastal Act Review: This Board action is a "development" as defined by the California Coastal Act, Cal. Pub. Res. Code §30106. This project under the Quieter Home Program will consist of treatments to single-family and multi-family dwellings.

Improvements to single-family homes are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(a) and 14 Cal. Code Regs. §13250 – “Improvements to Single-Family Residences.” The proposed improvements to multi-family residences are exempt from coastal permit requirements under Cal. Pub. Res. Code §30610(b) and 14 Cal. Code Regs. §13253 – “Improvements to Structures Other than Single-Family Residences and Public Works Facilities that Require Permits.”

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

Application of Inclusionary Policies:

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

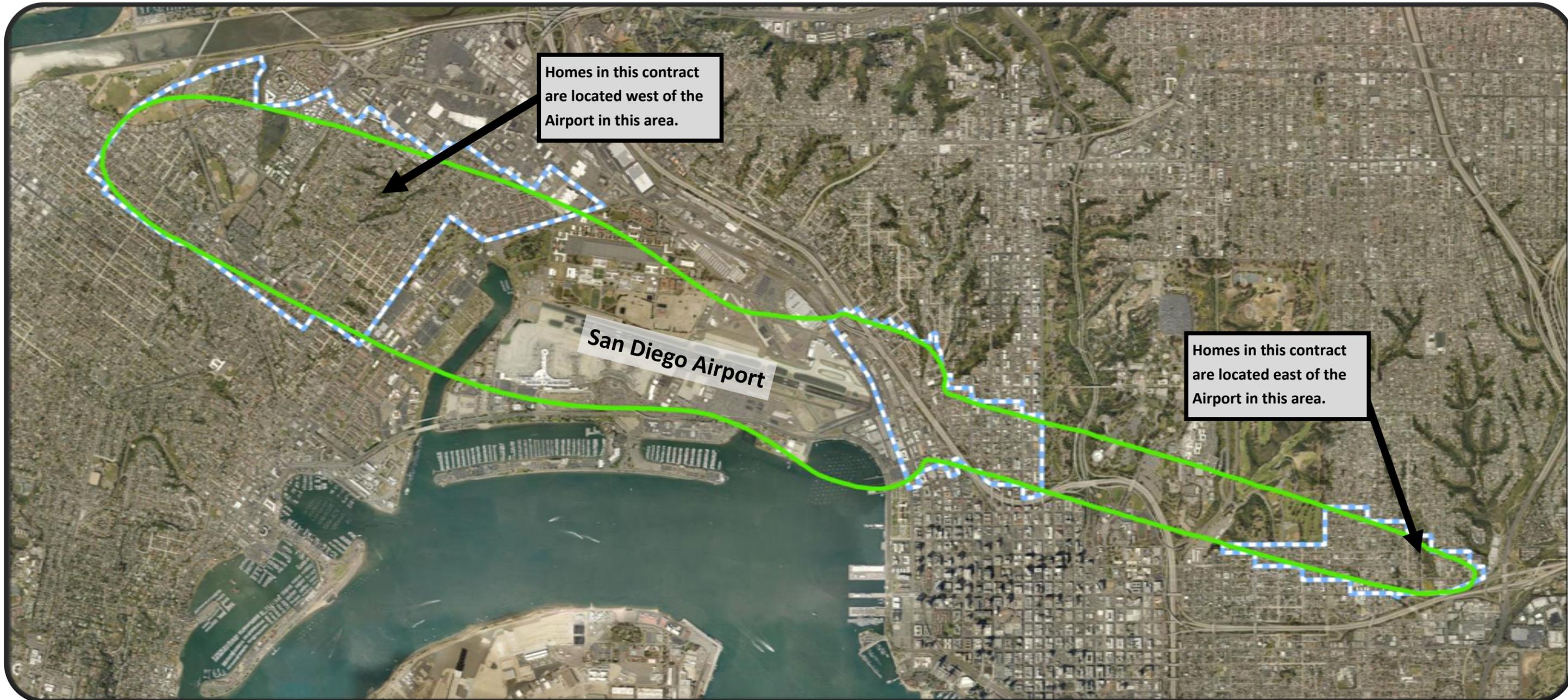
The Authority’s DBE Program, as required by the U.S. Department of Transportation, 49 Code of Federal Regulations (CFR) Part 26, calls for the Authority to submit a triennial overall goal for DBE participation on all federally-funded projects. When federal funds are utilized, the Authority is prohibited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

This project utilizes federal funds; therefore, it will be applied toward the Authority's overall DBE goal. S&L Specialty Construction, Inc., proposed 9.2% DBE participation on QHP Phase 11, Group 11.

Prepared by:

BRENDAN REED
DIRECTOR, AIRPORT PLANNING & ENVIRONMENTAL AFFAIRS

Attachment A



LEGEND

-  65 dB Boundary
-  65 dB CNEL Contour

San Diego County Regional Airport Authority
Quieter Home Program
Project 381111

TABULATION OF BIDS

ATTACHMENT B

TITLE: QUIETER HOME PROGRAM PROJECT NO. 381111
BIDS OPENED: June 6, 2022 at 2:00 p.m.
ENGINEER'S ESTIMATE: \$2,032,539.49

CONTRACTOR:		Engineer's Estimate							S&L Specialty Construction, Inc. 315 S. Franklin Street, Syracuse, NY 13202				HHJ Construction 11156 S. Main Street, Los Angeles, CA 90061				G&G Specialty Contractors, Inc. 1221 N. Mondel Drive, Gilbert, AZ 85233			
ADDRESS:									Liberty Mutual Insurance Company				Old Republic Surety Company				Hartford Casualty Insurance Company			
GUARANTEE OF GOOD FAITH:																				
Res No.	Bid Item Number - Name/Address	Dwelling Units	Unit of Measure	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	General Construction (In Figures)	Ventilation Construction (In Figures)	Electrical Construction (In Figures)	TOTAL (In Figures)	
381111.01	MAZZOTTA 2231 EBERS STREET	1	Lump Sum	\$33,539.00	\$0.00	\$0.00	\$33,539.00	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$35,001.00	\$0.00	\$0.00	\$35,001.00	\$32,634.00	\$0.00	\$0.00	\$32,634.00	
381111.01	MAZZOTTA 2233 EBERS STREET	1	Lump Sum	\$28,716.25	\$13,323.39	\$5,434.35	\$47,473.98	\$28,000.00	\$11,000.00	\$5,000.00	\$44,000.00	\$29,430.00	\$11,766.00	\$4,600.00	\$45,796.00	\$25,576.00	\$12,255.00	\$4,600.00	\$42,431.00	
381111.02	CAIRNS 4658 VOLTAIRE STREET	1	Lump Sum	\$26,767.62	\$13,917.25	\$5,943.63	\$46,628.50	\$31,000.00	\$10,000.00	\$6,000.00	\$47,000.00	\$27,951.00	\$11,100.00	\$7,000.00	\$46,051.00	\$28,370.00	\$12,825.00	\$7,000.00	\$48,195.00	
381111.03	RUSCH/BUCKLEY 4674 VOLTAIRE STREET	1	Lump Sum	\$13,505.66	\$0.00	\$0.00	\$13,505.66	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$29,903.00	\$0.00	\$0.00	\$29,903.00	\$21,537.00	\$0.00	\$0.00	\$21,537.00	
381111.03	RUSCH/BUCKLEY 4676 VOLTAIRE STREET	1	Lump Sum	\$18,640.89	\$0.00	\$0.00	\$18,640.89	\$19,000.00	\$0.00	\$0.00	\$19,000.00	\$26,774.00	\$0.00	\$0.00	\$26,774.00	\$22,058.00	\$0.00	\$0.00	\$22,058.00	
381111.04	WEAVER 4644 GREENE STREET	1	Lump Sum	\$24,685.46	\$0.00	\$0.00	\$24,685.46	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$25,343.00	\$0.00	\$0.00	\$25,343.00	\$24,699.00	\$0.00	\$0.00	\$24,699.00	
381111.04	WEAVER 4646 GREENE STREET	1	Lump Sum	\$28,419.10	\$0.00	\$0.00	\$28,419.10	\$24,000.00	\$0.00	\$0.00	\$24,000.00	\$29,991.00	\$0.00	\$0.00	\$29,991.00	\$26,328.00	\$0.00	\$0.00	\$26,328.00	
381111.05	RUSH 4681 GREENE STREET	1	Lump Sum	\$28,616.83	\$12,163.67	\$3,792.66	\$44,573.17	\$31,000.00	\$10,000.00	\$3,000.00	\$44,000.00	\$31,828.00	\$11,100.00	\$3,520.00	\$46,448.00	\$31,865.00	\$12,255.00	\$3,200.00	\$47,320.00	
381111.05	RUSH 4685 GREENE STREET	1	Lump Sum	\$27,432.07	\$14,527.55	\$3,125.18	\$45,084.80	\$26,000.00	\$10,000.00	\$3,000.00	\$39,000.00	\$31,311.00	\$11,100.00	\$3,080.00	\$45,491.00	\$31,321.00	\$12,255.00	\$2,800.00	\$46,376.00	
381111.07	JONES 4658 LOTUS STREET	1	Lump Sum	\$41,248.05	\$0.00	\$0.00	\$41,248.05	\$41,000.00	\$0.00	\$0.00	\$41,000.00	\$48,456.00	\$0.00	\$0.00	\$48,456.00	\$51,975.00	\$0.00	\$0.00	\$51,975.00	
381111.07	JONES 4660 LOTUS STREET	1	Lump Sum	\$19,209.05	\$0.00	\$0.00	\$19,209.05	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$24,334.00	\$0.00	\$0.00	\$24,334.00	\$16,340.00	\$0.00	\$0.00	\$16,340.00	
381111.08	EJRNAES / LENA 4558 LONG BRANCH AVENUE	1	Lump Sum	\$37,316.57	\$0.00	\$0.00	\$37,316.57	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$40,645.00	\$0.00	\$0.00	\$40,645.00	\$37,938.00	\$0.00	\$0.00	\$37,938.00	
381111.08	EJRNAES / LENA 4558½ LONG BRANCH AVENUE	1	Lump Sum	\$19,905.29	\$13,347.54	\$3,983.64	\$37,236.47	\$16,000.00	\$10,000.00	\$5,000.00	\$31,000.00	\$23,420.00	\$11,100.00	\$5,830.00	\$40,350.00	\$16,539.00	\$12,825.00	\$5,300.00	\$34,664.00	
381111.10	PITTA 2240 SEASIDE STREET	1	Lump Sum	\$24,492.54	\$15,271.11	\$3,001.72	\$42,765.37	\$22,000.00	\$10,000.00	\$3,000.00	\$35,000.00	\$31,050.00	\$11,100.00	\$2,640.00	\$44,790.00	\$27,867.00	\$12,825.00	\$2,400.00	\$43,092.00	
381111.10	PITTA 2242 SEASIDE STREET	1	Lump Sum	\$27,625.65	\$15,100.88	\$3,001.72	\$45,728.25	\$25,000.00	\$10,000.00	\$2,000.00	\$37,000.00	\$29,161.00	\$11,100.00	\$2,640.00	\$42,901.00	\$30,534.00	\$12,825.00	\$2,400.00	\$45,759.00	
381111.14	KAR 2336 ETIWANDA STREET	1	Lump Sum	\$35,456.55	\$0.00	\$0.00	\$35,456.55	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$55,738.00	\$0.00	\$0.00	\$55,738.00	\$53,851.00	\$0.00	\$0.00	\$53,851.00	
381111.15	WEBER 2369 ETIWANDA STREET	1	Lump Sum	\$35,228.75	\$13,373.47	\$4,136.04	\$52,738.26	\$43,000.00	\$10,000.00	\$5,000.00	\$58,000.00	\$37,769.00	\$11,100.00	\$5,940.00	\$54,809.00	\$39,390.00	\$12,825.00	\$5,400.00	\$57,615.00	
381111.16	BRACKETT/GOLDENBERG 4456 LONG BRANCH AVENUE	1	Lump Sum	\$43,811.12	\$0.00	\$0.00	\$43,811.12	\$46,000.00	\$0.00	\$0.00	\$46,000.00	\$47,736.00	\$0.00	\$0.00	\$47,736.00	\$49,614.00	\$0.00	\$0.00	\$49,614.00	
381111.17	SEBASTIAN 2241 SOTO STREET	1	Lump Sum	\$40,387.73	\$0.00	\$0.00	\$40,387.73	\$42,000.00	\$0.00	\$0.00	\$42,000.00	\$41,672.00	\$0.00	\$0.00	\$41,672.00	\$39,665.00	\$0.00	\$0.00	\$39,665.00	
381111.18	NELSON 4334 VOLTAIRE STREET	1	Lump Sum	\$31,631.72	\$11,768.59	\$1,554.87	\$44,955.18	\$33,000.00	\$10,000.00	\$3,000.00	\$46,000.00	\$37,003.00	\$11,100.00	\$3,080.00	\$51,183.00	\$31,313.00	\$12,825.00	\$2,800.00	\$46,938.00	
381111.18	NELSON 4334 ½ VOLTAIRE STREET	1	Lump Sum	\$20,849.37	\$0.00	\$0.00	\$20,849.37	\$13,000.00	\$0.00	\$0.00	\$13,000.00	\$26,465.00	\$0.00	\$0.00	\$26,465.00	\$17,686.00	\$0.00	\$0.00	\$17,686.00	
381111.19	GUTGESELL 4375 VOLTAIRE STREET	1	Lump Sum	\$59,717.13	\$15,496.35	\$4,103.25	\$79,316.73	\$56,000.00	\$9,000.00	\$4,000.00	\$69,000.00	\$46,316.00	\$11,766.00	\$5,280.00	\$63,362.00	\$69,856.00	\$13,300.00	\$4,800.00	\$87,956.00	
381111.20	MADIGAN 4326 LONG BRANCH AVENUE	1	Lump Sum	\$33,818.09	\$17,267.21	\$3,561.16	\$54,646.47	\$31,000.00	\$10,000.00	\$3,000.00	\$44,000.00	\$35,716.00	\$12,654.00	\$2,640.00	\$51,010.00	\$35,771.00	\$15,010.00	\$2,400.00	\$53,181.00	
381111.21	GUIDI 2118 CATALINA BOULEVARD	1	Lump Sum	\$36,335.86	\$14,431.48	\$16,748.66	\$67,516.00	\$43,000.00	\$9,000.00	\$51,000.00	\$103,000.00	\$31,782.00	\$11,100.00	\$43,340.00	\$86,222.00	\$46,514.00	\$13,490.00	\$39,400.00	\$99,404.00	
381111.21	GUIDI 2120 CATALINA BOULEVARD	1	Lump Sum	\$35,086.18	\$15,161.30	\$2,554.16	\$52,801.64	\$45,000.00	\$9,000.00	\$8,000.00	\$62,000.00	\$29,594.00	\$11,100.00	\$2,640.00	\$43,334.00	\$38,396.00	\$12,825.00	\$2,400.00	\$53,621.00	
381111.21	GUIDI 2122 CATALINA BOULEVARD	1	Lump Sum	\$30,747.05	\$17,881.37	\$2,893.69	\$51,522.11	\$31,000.00	\$11,000.00	\$16,000.00	\$58,000.00	\$33,854.00	\$11,100.00	\$5,940.00	\$50,894.00	\$32,000.00	\$12,825.00	\$5,400.00	\$50,225.00	
381111.22	GONSALVES 3811 VOLTAIRE STREET	1	Lump Sum	\$25,604.22	\$0.00	\$0.00	\$25,604.22	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$33,197.00	\$0.00	\$0.00	\$33,197.00	\$28,234.00	\$0.00	\$0.00	\$28,234.00	
381111.22	GONSALVES 3813 VOLTAIRE STREET	1	Lump Sum	\$26,857.78	\$0.00	\$0.00	\$26,857.78	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$34,601.00	\$0.00	\$0.00	\$34,601.00	\$28,234.00	\$0.00	\$0.00	\$28,234.00	
381111.22	GONSALVES 3815 VOLTAIRE STREET	1	Lump Sum	\$26,857.78	\$0.00	\$0.00	\$26,857.78	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$32,748.00	\$0.00	\$0.00	\$32,748.00	\$27,546.00	\$0.00	\$0.00	\$27,546.00	
381111.22	GONSALVES 3817 VOLTAIRE STREET	1	Lump Sum	\$23,923.56	\$0.00	\$0.00	\$23,923.56	\$26,000.00	\$0.00	\$0.00	\$26,000.00	\$30,851.00	\$0.00	\$0.00	\$30,851.00	\$26,225.00	\$0.00	\$0.00	\$26,225.00	
381111.23	ZOLEZZI 3828 UDALL STREET	1	Lump Sum	\$31,124.16	\$11,348.73	\$2,058.38	\$44,531.27	\$32,000.00	\$10,000.00	\$3,000.00	\$45,000.00	\$28,375.00	\$11,100.00	\$3,080.00	\$42,555.00	\$27,436.00	\$12,255.00	\$2,800.00	\$42,491.00	
381111.23	ZOLEZZI 3830 UDALL STREET	1	Lump Sum	\$31,155.90	\$14,738.52	\$6,254.22	\$52,148.63	\$31,000.00	\$11,000.00	\$4,000.00	\$46,000.00	\$26,413.00	\$11,766.00	\$3,080.00	\$41,259.00	\$27,673.00	\$14,155.00	\$2,800.00	\$44,628.00	
381111.24	ZOLEZZI 3836 UDALL STREET	1	Lump Sum	\$31,673.68	\$11,327.44	\$2,058.38	\$45,059.49	\$33,000.00	\$10,000.00	\$3,000.00	\$46,000.00	\$26,482.00	\$11,100.00	\$3,080.00	\$40,662.00	\$25,337.00	\$12,255.00	\$2,800.00	\$40,392.00	
381111.24	ZOLEZZI 3838 UDALL STREET	1	Lump Sum	\$30,104.07	\$14,673.54	\$6,254.22	\$51,031.84	\$32,000.00	\$11,000.00	\$4,000.00	\$47,000.00	\$24,994.00	\$11,766.00	\$3,520.00	\$40,280.00	\$25,914.00	\$14,155.00	\$3,200.00	\$43,269.00	
381111.27	CAUCHON-DESAI/CAUCHON 4431 MENTONE STREET	1	Lump Sum	\$16,931.73	\$12,052.02	\$2,895.62	\$31,879.36	\$19,000.00	\$10,000.00	\$3,000.00	\$32,000.00	\$25,621.00	\$11,100.00	\$2,640.00	\$39,361.00	\$16,758.00	\$12,825.00	\$2,400.00	\$31,983.00	
381111.27	CAUCHON-DESAI/CAUCHON 4433 MENTONE STREET	1	Lump Sum	\$22,044.97	\$13,391.99	\$3,453.13	\$38,890.09	\$27,000.00	\$10,000.00	\$7,000.00	\$44,000.00	\$22,027.00	\$11,100.00	\$7,700.00	\$40,827.00	\$22,208.00	\$13,300.00	\$7,000.00	\$42,508.00	
381111.29	VAN AKEN 4305 TEMECULA STREET	1	Lump Sum	\$13,879.20	\$0.00	\$0.00	\$13,879.20	\$14,000.00	\$0.00	\$0.00	\$14,000.00	\$21,784.00	\$0.00	\$0.00	\$21,784.00	\$14,041.00	\$0.00	\$0.00	\$14,041.00	
381111.29	VAN AKEN 4305½ TEMECULA STREET	1	Lump Sum	\$14,282.01	\$0.00	\$0.00	\$14,282.01	\$14,000.00	\$0.00	\$0.00	\$14,000.00	\$25,615.00	\$0.00	\$0.00	\$25,615.00	\$12,220.00	\$0.00	\$0.00	\$12,220.00	
381111.29	VAN AKEN 4307 TEMECULA STREET	1	Lump Sum	\$24,572.13	\$0.00	\$0.00	\$24,572.13	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$32,401.00	\$0.00	\$0.00	\$32,401.00	\$22,374.00	\$0.00	\$0.00	\$22,374.00	
381111.30	NOLAN 4329 RIALTO STREET	1	Lump Sum	\$36,071.17	\$16,892.19	\$14,337.26	\$67,300.61	\$43,000.00	\$11,000.00	\$7,000.00	\$61,000.00	\$32,520.00	\$12,654.00	\$20,240.00	\$65,414.00	\$42,210.00	\$14,250.00	\$18,400.00	\$74,860.00	
381111.30	NOLAN 4331 RIALTO STREET	1	Lump Sum	\$33,076.97	\$17,453.18	\$3,225.50	\$53,755.65	\$37,000.00	\$10,000.00	\$24,000.00	\$71,000.00	\$28,000.00	\$11,766.00	\$4,840.00	\$44,606.00	\$37,760.00	\$13,300.00	\$4,400.00	\$55,460.00	
381111.33	ODELL 3070 MALAGA STREET	1	Lump Sum	\$33,454.63	\$15,954.79	\$5,654.27	\$55,063.68	\$38,000.00	\$10,000.00	\$5,000.00	\$53,000.00	\$38,980.00	\$11,766.00	\$5,940.00	\$56,686.00	\$41,534.00	\$13,585.00	\$5,400.00	\$60,519.00	
381111.34	MURPHY 2667 A STREET	1	Lump Sum	\$26,165.99	\$16,517.71	\$5,108.32	\$47,792.02	\$29,000.00	\$10,000.00	\$5,000.00	\$44,000.00	\$39,435.00	\$11,766.00	\$9,240.00	\$60,441.00	\$41,260.00	\$14,630.00	\$8,400.00	\$64,290.00	
381111.34	MURPHY 2669 A STREET	1	Lump Sum	\$50,261.06	\$14,211.02	\$4,286.52	\$68,758.59	\$40,000.00	\$10,000.00	\$6,000.00	\$56,000.00	\$45,112.00	\$13,764.00	\$8,250.00	\$67,126.00	\$51,016.00	\$13,300.00	\$7,500.00	\$71,816.00	
381111.36	BARRETT 2850 BEECH STREET	1	Lump Sum	\$79,714.87	\$23,976.32	\$9,367.83	\$113,059.02	\$73,000.00	\$13,000.00	\$6,000.00	\$92,000.00	\$42,606.00	\$16,650.00	\$5,940.00	\$65,196.00	\$68,039.00	\$16,055.00	\$5,400.00	\$89,494.00	
381111.36	BARRETT 2850½ BEECH STREET	1	Lump Sum	\$30,300.91	\$17,109.26	\$3,561.16	\$50,971.33	\$29,												

RESOLUTION NO. 2022-0069

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, AWARDING A CONTRACT TO S&L SPECIALTY CONSTRUCTION, INC, IN THE AMOUNT OF \$1,989,173.41 FOR PHASE 11, GROUP 11, PROJECT NO. 381111, 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 11, Group 11, of the Program will include installation of new acoustical windows, doors, and ventilation improvements to reduce aircraft-related noise levels inside the homes; and

WHEREAS, Phase 11, Group 11, of the Program provides sound attenuation to forty-seven (47) single-family and multi-family units on twenty-six (26) non-historic residential properties located east and west of the San Diego International Airport; and

WHEREAS, the Authority issued a Bid Solicitation Package for Phase 11, Group 11, on May 6, 2022; and

WHEREAS, on June 6, 2022, the Authority opened sealed bids received in response to the Bid Solicitation Package; and

WHEREAS, the apparent low bidder, S&L Specialty Construction, Inc., submitted a bid of \$1,989,173.41 and the Authority's staff has duly considered the bid and has determined that S&L Specialty Construction, Inc., is responsible and its bid is responsive in all material respects; and

WHEREAS, the San Diego County Regional Airport Authority Board (“Board”) believes that it is in the best interest of the Authority and the public that it serves to award S&L Specialty Construction, Inc., the lowest bidder, the contract for Phase 11, Group 11, upon the terms and conditions set forth in the Bid Solicitation Package.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards a contract to S&L Specialty Construction, Inc., in the amount of \$1,989,173.41 for Phase 11, Group 11, Project No. 381111, of the San Diego County Regional Airport Authority’s Quieter Home Program; and

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

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

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Approve and Authorize the President/CEO to Execute an Engineering Consulting Services Agreement with P2S Inc.

Recommendation:

Adopt Resolution No. 2022-0070, approving and authorizing the President/CEO to execute an Engineering Consulting Services Agreement with P2S Inc, in an amount not-to-exceed \$3,500,000, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO in support of the Central Utility Plant Optimization and Site Utilities Integration Program, at San Diego International Airport ("SDIA").

Background/Justification:

On March 17, 2022, the San Diego County Regional Airport Authority ("Authority") issued a Request for Qualifications ("RFQ") to obtain Statements of Qualifications ("SOQs") from firms or individuals for Engineering Consulting Services for Central Utility Plant Optimization and Site Utilities Integration Program for the San Diego International Airport ("SDIA"). Services to be performed under this agreement include on-call engineering consulting services to assist with further developing SAN's energy management program. The scope of project work includes further development and maintenance of SAN's energy dashboard for continuous monitoring and analytics of Central Utility Plant operations, campus heating, ventilation and air conditioning systems, and electric sub metering. Services also include support to initiatives for the 12kV system, battery storage system, photovoltaic systems, fire and life safety systems, and general mechanical, electrical, and plumbing engineering support.

On April 21, 2022, the Authority received SOQs from the following three entities: MA Engineers, Inc.; P2S Inc.; and SC Engineers, Inc.

On May 25, 2022, the Authority's Evaluation Panel ("Panel") comprised of four representatives from Facilities Management Department, and one representative from Environmental Affairs Department interviewed the three respondents. Each

respondent provided a presentation of its qualifications and responded to prepared questions. After the interview, the Panel evaluated the three respondents using weighted criteria of five factors: organizational structure and prior experience; project team and prior experience; proposed approach; sustainability; proposed fees/cost to Authority; and eligibility for small business participation under Authority Policy 5.12, Preference to Small Business.

The final ranking matrix is as follows:

Final Rankings	Panelist 1	Panelist 2	Panelist 3	Panelist 4	Panelist 5	Total	Rank
MA Engineers, Inc.	2	2	1	1	2	8	2
P2S Inc.	1	1	2	1	1	6	1
SC Engineers, Inc.	3	3	2	3	3	14	3

A brief background of the top ranked firm is provided:

- P2S Inc's corporate office is in Long Beach, CA with a local San Diego office
- Over 31 years' experience providing innovative and cost-effective sustainable engineering solutions with emphasis on reliability, operation, maintenance and future growth
- Successfully executed more than 60 master plans for higher education campuses, corporate and government campus environments
- Relevant central utility plant projects include: San Diego State University Main Chiller Plant Upgrade; Salk Institute Central Plant and Infrastructure; Kaiser Permanente San Diego Medical Center Chilled Water Central Plant; and Avair Pharmaceuticals Central Plant and Facilities Improvements

Based on the Panel's evaluation of the three respondents, P2S Inc. is determined to be qualified and staff recommends that the Board approve and authorize the President/CEO to execute an Engineering Consulting Services Agreement with the top ranked firm, P2S Inc for a term of three years, with the option for two one-year extensions exercisable at the discretion of the President/CEO, in the amount not-to-exceed \$3,500,000.00.

Fiscal Impact:

Adequate funding for the Engineering Consulting Services are included within the Board adopted FY 2023 and conceptually approved FY 2024 Operating Expense Budgets within the Facilities Management Annual Repair and Service Contracts line item. The expense for this contract that will impact budget years not yet adopted or approved by the Board will be included in future year budget requests.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

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

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore; at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. When bid price is the primary selection criteria, the maximum amount of the preference cannot exceed \$200,000. The

Staff Report

Meeting Date: July 7, 2022

Page 4 of 4

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 P2S Inc. did not receive small business, local business, and service disabled/veteran owned small business preference.

Prepared by:

DAVID LAGUARDIA
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2022-0070

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE AN ENGINEERING CONSULTING SERVICES AGREEMENT WITH P2S INC, IN AN AMOUNT NOT-TO-EXCEED \$3,500,000, FOR A TERM OF THREE (3) YEARS, WITH THE OPTION FOR TWO (2) ONE-YEAR EXTENSIONS EXERCISABLE AT THE DISCRETION OF THE PRESIDENT/CEO IN SUPPORT OF THE CENTRAL UTILITY PLANT OPTIMIZATION AND SITE UTILITIES INTEGRATION PROGRAM, AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, on March 17, 2022, the San Diego County Regional Airport Authority (“Authority”) issued a Request for Qualifications (“RFQ”) to obtain Statements of Qualifications (“SOQ”s”) from firms or individuals for Engineering Consulting Services for Central Utility Plant Optimization and Site Utilities Integration Program; and

WHEREAS, on April 21, 2022, the Authority received three SOQs; and

WHEREAS, on May 25, 2022, the Authority’s Evaluation Panel (“Panel”) interviewed the three respondents providing a presentation of its qualifications and responses to prepared questions; and

WHEREAS, after the interview, the Panel evaluated the three respondents using a weighted criteria of five factors: organizational structure and prior experience; project team and prior experience; proposed approach; sustainability; proposed fees/cost to Authority; and eligibility for small business participation under Authority Policy 5.12, Preference to Small Business; and

WHEREAS, upon conclusion of the evaluation process, the Panel ranked P2S Inc. first; MA Engineers, Inc. second; and SC Engineers, Inc. third.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute an Engineering Consulting Services Agreement with P2S Inc, in an amount not-to-exceed \$3,500,000, for a term of three (3) years, with the option for two (2) one-year extensions exercisable at the discretion of the President/CEO in support of the Central Utility Plant Optimization and Site Utilities Integration Program, at San Diego International Airport; 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 resolution; and

BE IT FURTHER RESOLVED that the Board finds this action is not a “project” that would have significant effect on the environment as defined by the California Environmental Quality Act, as amended, 14 Cal. Code Regs. §15378; and

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Authorize the President/CEO to Negotiate and Execute a Contract for Airport Shuttle Service

Recommendation:

Adopt Resolution No. 2022-0071 authorizing the President/CEO to negotiate and execute a contract for airport shuttle service with Ace Parking Management, Inc. for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed Seventy Million Dollars (\$70,000,000.00).

Background/Justification:

Overview of Airport Shuttle Services

Airport shuttle services at San Diego International Airport (SDIA) are provided for the accommodation and convenience of airport passengers, employees, and the public. The bus and shuttle services covered under the proposed agreement include:

1. Inter-terminal shuttle,
2. Employee parking,
3. San Diego Flyer, and
4. Other ad-hoc shuttle services and tours.

SDIA uses a fully-contractor managed model for shuttle operations. Under this model, Authority staff retains strategic decision-making for the system such as route headway staffing levels, vehicle requirements, capital improvement planning, customer service levels, and overall program goals and objectives. Any other facets of the operation are outsourced to the contractor.

Summary of Current Airport Shuttle Service Contract Provider

Ace Parking Management, Inc. (Ace) has held a contract for the inter-terminal, employee, and ad-hoc shuttle services at SDIA since before the transfer of the operation of SDIA from the San Diego Unified Port District to the Airport Authority in 2003.

Ace is a party to current Agreement 210753-OS for the following shuttle services:

1. Inter-terminal shuttle,
2. Employee parking,
3. San Diego Flyer, and
4. Other ad-hoc shuttle services and tours.

The current airport shuttle service contract with Ace started October 1, 2018, and expires September 30, 2022. The contract maximum amount payable is \$46,800,000. Calendar year 2019 pre-pandemic costs for this service averaged \$653,000 per month.

Scope of Work

In anticipation of the upcoming expiration of the current Ace contract, Ground Transportation (GT) staff began the RFP process for an airport shuttle service provider in February 2022 with the development of a Scope of Work for airport shuttle services.

The current fleet of Authority shuttle vehicles is displayed in the table below –

Make	Model	Year	Description	Fuel Type	Seat Capacity	Qty	Ownership	Vehicle Age
Proterra	Catalyst 2	2021	35' Low-floor Transit Bus	EV	22	4	Authority owned	0
Ford	F550	2011	El Dorado	CNG	28	5	Authority owned	10
Enderra	B5 E450	2020	Diamond	EV	20	13	Assumable Lease	1
Enderra	D2 F550	2020	Diamond	EV	25	16	Assumable Lease	1
Total vehicles						38		

GT staff worked with a transportation consultant and Procurement Department staff to tailor the Scope of Work to plan for and accommodate the following shuttle and bus services:

1. Inter-terminal Shuttle,
2. Employee Shuttles,
3. San Diego Flyer,
4. Other ad hoc shuttle services and tours,

5. Providing/leasing airport shuttle vehicles,
6. Maintaining shuttle vehicles (includes cleaning, repairs, replacement, and liability),
7. Shuttle vehicle fueling,
8. Hiring and managing shuttle operations personnel,
9. Ad hoc shuttle service – as may be required throughout the upcoming New T1 construction project
10. Operations of the Authority's newly acquired Electric Vehicle (EV) Shuttle and Bus fleet, and
11. Potential conversion of remaining existing fossil fuel bus and shuttle fleets to EV in the coming years.

The compensation method for the new contract contains two cost components: 1) hourly cost for shuttle operations, and 2) reimbursement of specified expenses. The hourly rate includes most costs for operation of the shuttle service (management, salaries, fringe benefits, uniforms, profit, etc.) exclusive of the explicitly identified reimbursable expenses.

Each proposer was required to provide hourly rates which included periodic increases to bus and shuttle operating expense for minimum wage increases, employee benefits increases, insurance cost increases, etc. Staff does not expect to see departures from these quoted amounts, nor increases for these amounts to appear in the reimbursable expenses line item.

Commodities cost increases for fuel and EV charging are covered under the reimbursable expense line item.

New Agreement

The new airport shuttle agreement will start on October 1, 2022, and expire on June 30, 2027 - a total of 57 months - to align with Authority fiscal years. It includes two one-year options, exercisable at the discretion of the Authority, for an additional 24 months.

After finalizing the Request for Proposal package - including the Scope of Work, Draft Contractor Agreement Document, and related compensation schedules – the Authority posted the RFP on May 6, 2022.

The maximum amount payable on this contract will be seventy million dollars (\$70,000,000.00) over the total term of the agreement, including both options if exercised.

Key Dates

As summary of key dates for the RFP and selection process are listed below.

RFP Schedule	06/22/22	
Published Date:	05/06/22	
Pre-Submittal Conference Date:	05/16/22	
Deadline to Submit Written Questions	05/19/22	
RFP Open Period	33	Days
Proposal Due Date:	06/08/22	
Interviews Week of:	06/13/22	
Notification Letters:	06/21/22	
Board Meeting - Contract Award	07/07/22	
Transition Period from Selection	102	Days
Transition Period from BoD Mtg Award	86	Days
Contract Start	10/01/22	

Worker Retention

Authority Resolution 2010-0142R sets forth robust and specific Worker Retention requirements for competitive solicitations on airport concessions, parking, and shuttle services that result in the award of a new contract to an incumbent or new contractor.

Authority Board Resolution 2021-0142R, which outlines the Worker Retention policy, is included with this Staff Report as **Attachment A**.

Small Business Preference

Authority Policy 5.12 – Preference to Small, Veteran-owned, and Local Business was applied to this solicitation. In accordance with the Policy, Ace received a local business preference and associated points.

Submitted Proposals

Twenty-nine firms viewed the posted RFP opportunity. The Authority received four (4) proposals for the solicitation on June 8, 2022, from:

1. Ace Parking Management, Inc.,
2. SP Plus Corporation,
3. Hallcon Corporation, and

4. RTW Management.

All four proposals were identified as responsive, and all four firms were invited to interview virtually on June 16, 2022. Respondents delivered comprehensive presentations and answered questions from the panel as part of the virtual interview process.

Panel Scoring

The panelists ranked the respondent proposals in the following order:

- No. 1 – Ace Parking Management, Inc.
- No. 2 – SP Plus Corporation
- No. 3 – Hallcon, Inc.
- No. 4 – RTW Management

Overall, Ace ranked first and therefore staff recommends the Authority Board award an agreement to Ace in alignment with the RFP panel result.

Recommended Provider – Ace Parking Management, Inc.

ACE is a third generation privately owned San Diego based company that is a Certified Local Business. ACE is a National and International company that can successfully manage the SAN shuttle operations. Ace has a great deal of civic pride for San Diego and enthusiasm for being a vital component of the region's tourism infrastructure.

Over the years ACE has shown flexibility in changing its operation to meet the needs brought on by major construction projects, relocation of employee and long-term parking, COVID, and the launch of the new San Diego Flyer route. Ace can leverage their unique local, national, and international management experience with shuttle operations to implement new technologies that will provide a safer customer experience along with providing real time information to better optimize the operation.

Recommendation

In alignment with the recommendation of the RFP Panel, staff recommends that the Authority Board Adopt Resolution No. 2022-___ authorizing the President/CEO to negotiate and execute a contract for airport shuttle service with Ace Parking Management, Inc. for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed seventy million dollars (\$70,000,000.00).

Fiscal Impact:

Adequate funding for Airport Bus and Shuttle contract is included in the adopted FY 2023 and conceptually approved FY 2024 Operating Expense Budgets within the Contractual Services line item. For budget years that have not yet been adopted/approved by the board will be included in future year budget requests.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

Application of Inclusionary Policies:

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

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore, at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. 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 with Policy 5.12, the recommended firm Ace Parking Management, Inc. did not receive small business and service disabled/veteran owned small business preference. However, they did receive local business preference of 2%. Total preference awarded is 2%.

Prepared by:

Marc Nichols
Director, Ground Transportation

RESOLUTION NO. 2010-0142R

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING CONTRACTUAL LANGUAGE REGARDING "WORKER RETENTION FOR EMPLOYEES OF CONTRACTORS AND SUBCONTRACTORS PROVIDING SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT" TO BE INCORPORATED INTO THE REQUEST FOR PROPOSAL (RFP) SOLICITATIONS FOR CONCESSIONS (RETAIL, FOOD AND BEVERAGE), AIRPORT SHUTTLE SERVICES AND PARKING SERVICES.

WHEREAS, the San Diego County Regional Airport Authority ("Authority") recognizes that retaining existing service workers for concessions (retail, food and beverage), airport shuttle services and parking services creates a work environment that promotes job security among contractors' employees and maintains the Authority's interest in continuous operations of services at San Diego International Airport ("Airport") using experience and trained workers; and

WHEREAS, the Authority utilizes a competitive solicitation process to award service contracts which results in the award of a new contract to the same or a different contractor, and

WHEREAS, the award of a new service contract does not necessarily include the need to replace all of the existing workforce providing Airport services under that contract; and

WHEREAS, the requirement of worker retention for specified employees of contractors and subcontractors providing certain Airport services recognizes that:

- Incumbent workers provide invaluable knowledge and experience acquired on-the-job with regard to the specific work they perform at the Airport;
- Replacing experienced existing workers who are already trained and knowledgeable to perform their jobs decreases efficiency and results in a disservice to the Authority, the community and the traveling public;
- Retaining existing employees reduces the likelihood of labor disputes and labor disruptions;

- Retaining existing incumbent employees promotes security and safety through the continued use of already screened and trained employees with a history of demonstrated trustworthiness.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves contractual language regarding "Worker Retention for Employees of Contractors and Subcontractors Providing Services at San Diego International Airport" (Attachment B), to be incorporated into the RFP solicitations for Concessions (retail, food and beverage), Airport Shuttle Services and Parking Services.

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 §21065; and further is not a "development" as defined by California Coastal Act, Pub. Res. Code §30106.

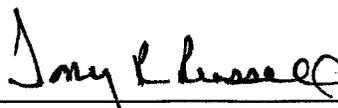
PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a special meeting this 20th day of December, 2010, by the following vote:

AYES: Board Members: Boland, Cox, Finnilla, Gleason, Panknin,
Robinson, Smisek, Young

NOES: Board Members: None

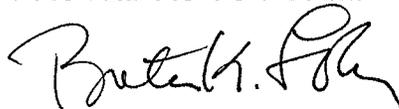
ABSENT: Board Members: Desmond

ATTEST:



TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:



BRETON K. LOBNER
GENERAL COUNSEL

Attachment B: Proposed Worker Retention Language Reflecting Board Discussions

The San Diego County Regional Airport Authority (“Authority”) is utilizing a competitive solicitation process in the award of this [as applicable: service or concession] contract at San Diego International Airport (“Airport”). The use of this competitive solicitation process will result in the award of a new contract to the same or a different contractor. When this process is completed and a new contract is in place, it may result in changes in the management, supervising team, managerial skills, technologies, techniques, themes and costs. These changes, however, do not necessarily require replacement of the workers and employees (“Incumbent Workers”) currently performing services under the terminating contract.

Incumbent Workers possess valuable knowledge, skills and experience concerning the performance of the [as applicable: service or concession] contract being awarded, having provided the same services under the terminating contract. Incumbent Workers have received Airport security and safety training. They possess Airport badges, having passed some level of security screening in order to receive badges. The Authority recognizes the experience, skills, benefits and knowledge of Incumbent Workers as a valuable and important asset. Additionally, Worker Retention provides continued employment opportunities for Incumbent Workers who wish to continue working for the contractor providing services under the new contract for [as applicable: food, beverage, retail, news/gifts, parking, or airport shuttle services]. Given the recognized advantages of retaining Incumbent Workers, the Authority encourages providing all qualified Incumbent Workers an opportunity to be rehired and compete for retention of these jobs.

Worker Retention is applicable to this competitive solicitation process and contract. A responsive proposal to this solicitation contains a written program that, at a minimum, includes the following components:

- The hiring or retention of Incumbent Workers who have been employed for the preceding twelve (12) months or longer by the terminated contractor, with Incumbent Workers retained for a period of ninety (90) days, unless there is cause to terminate their employment sooner;
- Employment of the Incumbent Workers during the ninety (90) day period under the terms and conditions established by the successful contractor or as required by law or other applicable agreement;
- Application of the term “contractor” to subcontractors where applicable;
- Where pooling of Incumbent Workers by job classification occurs, interviewing and hiring by the successful contractor from such pools for the first six (6) months of operations at the Airport or until the terminated contractor completely ceases operations at the Airport, whichever is later;
- Maintenance by the successful contractor of a preferential hiring list of Incumbent Workers not initially hired; and
- Release from the obligation to hire from the job classification pools when all of the Incumbent Workers within a job classification pool have received a ninety (90) day employment offer or the pooling period as defined above has expired.

Any proposal that does not meet these minimum worker retention standards will be considered non-responsive. The Authority will establish additional consideration during the evaluation process (in the form of bonus points) for any proposals that exceed these standards.

The following are exemptions from Worker Retention:

1. Small businesses that operate with less than ten (10) employees.
2. Management positions.
3. Positions requiring a specialized skill or license not available from the pool of Incumbent Workers.

RESOLUTION NO. 2022-0071

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONTRACT FOR AIRPORT SHUTTLE SERVICE WITH ACE PARKING MANAGEMENT, INC. FOR A TERM OF FOUR (4) YEARS AND NINE (9) MONTHS WITH TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM IN AN AMOUNT NOT TO EXCEED SEVENTY MILLION DOLLARS (\$70,000,000)

WHEREAS, the San Diego County Regional Airport Authority (the "Authority") has established a need for a qualified firm to manage its airport shuttle services at San Diego International Airport ("Airport"); and

WHEREAS, on May 6, 2022, the Authority issued a Request for Proposals for Airport Bus and Shuttle Services ("RFP for Airport Shuttle Services"); and

WHEREAS, on June 8, 2022, the Authority received four (4) proposals in response to the RFP for Airport Shuttle Services; and

WHEREAS, the Authority conducted a competitive process including the review and evaluation of proposals and virtual interviews of the respondents; and

WHEREAS, the proposals were evaluated based upon the following criteria:

1. Organizational Structure/Prior Experience/Sustainability,
2. Key Personnel/Team Capabilities, Subcontractors,
3. Work Plan- Management Policies,
4. Work Plan – Shuttle Operation Plan,
5. Work Plan – Staffing Plan,
6. Work Plan – Hiring/Training Program,
7. Work Plan – Transition Plan,
8. Cost – Total Cost (Hours x Rate),
9. Cost – Total Cost Reimbursable Expenses,
10. Financial Statements (Viability); and

WHEREAS, additional consideration was given in the evaluation process for proposals that met or exceeded the required standards for small, locally-owned, or veteran-owned business participation and worker retention pursuant to Authority Policy 5.12; and

WHEREAS, on June 16, 2022, an evaluation panel interviewed four (4) proposers and recommended Ace Parking Management, Inc. as the most qualified firm.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards to Ace Parking Management, Inc. the airport shuttle services agreement for a term of four (4) years and nine (9) months with two (2) one-year options in an amount not to exceed Seventy Million Dollars (\$70,000,000.00), upon the terms and conditions set forth in the proposal, with such minor changes or modifications as the Authority President/Chief Executive Officer (CEO) or designee may deem to be in the best interest of the Authority and the public that it serves; and

BE IT FURTHER RESOLVED that the President/CEO or designee hereby is authorized, upon approval as to form by the General Counsel, to execute such agreement with Ace Parking Management, Inc.; and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Staff Report

Meeting Date: July 7, 2022

Subject:

Authorize the President/CEO to Negotiate and Execute a Contract for Rental Car Center Bus Service

Recommendation:

Adopt Resolution No. 2022-0072 authorizing the President/CEO to negotiate and execute a contract for Rental Car Center bus service with SP Plus Corporation for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed One Hundred Three Million Dollars (\$103,000,000.00).

Background/Justification:

Overview of Rental Car Bus Service

On-airport courtesy shuttle services at San Diego International Airport (SDIA) are provided for the accommodation and convenience of airport passengers, employees, and the public. The bus services covered under the proposed agreement are for the Rental Car Center Bus.

SDIA uses a fully-contractor managed model for Rental Car Center bus operations. Under this model, Authority staff retains strategic decision-making for the system such as route headway staffing levels, vehicle requirements, capital improvement planning, customer service levels, and overall program goals and objectives. Any other facets of the operation are outsourced to the contractor.

Summary of Current Rental Car Bus Service Contract Provider

When design began on the Rental Car Center (RCC) in 2013, staff planned for and initiated a Request for Proposal (RFP) process to solicit a contractor to procure transit buses and operate the new RCC Transit Bus System. The key benefit of this consolidated RCC Bus operation was a reduction of the number of shuttles operated by individual rental car companies from eighty transit buses and shuttles down to thirty Authority-owned transit buses.

The current Rental Car Center bus service contract with SP Plus started September 1, 2014, and expires September 30, 2022. The contract maximum amount payable is \$57,000,000. Calendar year 2019 pre-pandemic costs for this service averaged \$915,000 per month.

Scope of Work

In anticipation of the upcoming expiration of the current SP Plus contract, Ground Transportation (GT) staff began the RFP process for a Rental Car Center bus service provider in February 2022 with the development of a Scope of Work for Rental Car Center bus services.

The current fleet of Authority Rental Car Center Bus vehicles is displayed in the table below

Make	Model	Year	Description	Fuel Type	Seat Capacity	Qty	Ownership	Vehicle Age
El Dorado	Axess	2015	40' Low-floor Transit Bus	CNG	28	16	Authority owned	6
Gillig	Bus	2018	40' Low-floor Transit Bus	CNG	28	14	Authority owned	3
Total vehicles						30		

GT staff worked with a transportation consultant and Procurement Department staff to tailor the Scope of Work to plan for and accommodate the following bus services:

1. Rental Car Center (RCC) bus service,
2. Providing/leasing airport shuttle vehicles,
3. Maintaining shuttle vehicles (includes cleaning, repairs, replacement, and liability),
4. Shuttle vehicle fueling,
5. Hiring and managing shuttle operations personnel, and
6. Conversion of existing fossil fuel bus fleets to EV in the coming years.

The compensation method for the new contract contains two cost components: 1) hourly cost for shuttle operations, and 2) reimbursement of specified expenses. The hourly rate includes most costs for operation of the shuttle service (management, salaries, fringe benefits, uniforms, profit, etc.) exclusive of the explicitly identified reimbursable expenses.

The RFP required Respondents to propose hourly rates which included periodic increases to bus and shuttle operating expenses for minimum wage increases, employee benefits increases, insurance cost increases, etc. Staff does not expect to see departures from these quoted amounts, nor increases for these amounts to appear in the reimbursable expenses line item.

Commodities cost increases for fuel and EV charging are covered under the reimbursable expense line item.

New Agreement

The new Rental Car Center bus agreement will start on October 1, 2022, and expire on June 30, 2027 - a total of 57 months - to align with Authority fiscal years. It includes two one-year options, exercisable at the discretion of the Authority, for an additional 24 months.

After finalizing the Request for Proposal package - including the Scope of Work, Draft Contractor Agreement Document, and related compensation schedules - the Authority posted the RFP on May 6, 2022.

The maximum amount payable on this contract will be one hundred three million dollars (\$103,000,000.00) over the total term of the agreement, including both options if exercised.

Key Dates

As summary of key dates for the RFP and selection process are listed below.

RFP Schedule	06/22/22	
Published Date:	05/06/22	
Pre-Submittal Conference Date:	05/16/22	
Deadline to Submit Written Questions	05/19/22	
RFP Open Period	33	Days
Proposal Due Date:	06/08/22	
Interviews Week of:	06/13/22	
Notification Letters:	06/21/22	
Board Meeting - Contract Award	07/07/22	
Transition Period from Selection	102	Days
Transition Period from BoD Mtg Award	86	Days
Contract Start	10/01/22	

Worker Retention

Authority Resolution 2010-0142R sets forth robust and specific Worker Retention requirements for competitive solicitations on airport concessions, parking, and shuttle services that result in the award of a new contract to an incumbent or new contractor.

Authority Board Resolution 2021-0142R, which outlines the Worker Retention policy, is included with this Staff Report as **Attachment A**.

Small Business Preference

Authority Policy 5.12 – Preference to Small, Veteran-owned, and Local Business was applied to this solicitation. In accordance with the Policy, Ace Parking Management, Inc. received a local business preference and associated points.

Submitted Proposals

Twenty-one firms viewed the posted RFP opportunity. The Authority received four (4) proposals for the solicitation on June 8, 2022, from:

1. Ace Parking Management, Inc.,
2. SP Plus Corporation,
3. Hallcon Corporation, and
4. RTW Management.

All four proposals were identified as responsive, and all four firms were invited to interview virtually on June 17, 2022. Respondents delivered comprehensive presentations and answered questions from the panel as part of the virtual interview process.

Panel Scoring

The panelists ranked the respondent proposals in the following order:

- No. 1 – SP Plus Corporation
- No. 2 – Ace Parking Management, Inc.
- No. 3 – Hallcon, Inc.
- No. 4 – RTW Management

Overall, SP Plus ranked first and therefore staff recommends the Authority Board award an agreement to SP Plus in alignment with the RFP panel result.

Recommended Provider – SP Plus Corporation

SP Plus Corporation is well qualified to meet these challenges, as they have been doing for the last 7 years as a contract provider of RCC bus services. SP Plus is a publicly traded company with annual revenues over \$1.5 billion. SP Plus currently provides transportation, transportation management, and parking services at 72 US airports. SP Plus has over 23,000 committed employees (pre-covid).

SP Plus manages and operates bus and shuttle systems at 31 US airports, transporting more than 47 million passengers annually in over 825 vehicles operated. SP Plus' services include:

1. Consolidated Rental Car Facility bus operations at eight airports,
2. Employee and customer parking shuttles,
3. Inter-terminal shuttles, public transit connector shuttles, and airport airside bus and shuttle operations,
4. Curbside management, taxi starter, and ground transportation management services at 12 US airports,
5. Notably, SP Plus has operated sophisticated shuttle systems and services during major, protracted construction projects at several US airports.

As a national company, SP Plus has abundant resources to provide operations, vehicle maintenance, training, administrative, technology, labor, financial, and human resources to support the SAN on-site management team.

Upon award of the RCC Bus contract in 2014, SP Plus acquired property and constructed a maintenance facility in central San Diego that has continually handled all in-house maintenance of the RCC bus fleet. This facility will be able to meet the maintenance needs of the entire airport vehicle fleet going forward, notwithstanding EV warranty service provided by vehicle manufacturers.

SP Plus has integrated on-board vehicle and passenger tracking, data analytics, and automated operational key performance indicators (KPI) reporting for their bus and shuttle fleets that provide powerful contract performance measurement visibility. These tools are an important part of the SP Plus package that allow GT, passengers, and stakeholders to view bus and shuttle availability for on-route, real-time information.

SP Plus has employed its union members throughout the pandemic. SP Plus has adjusted driver and Customer Service Representative (CSR) wages to reflect the current economic environment and necessary wage increases.

The SP Plus proposal includes the cost of Customer Service Representatives (CSRs) to assist with passenger queueing and bag loading at the RCC and airport terminals on the RCC bus route.

SP Plus Corporation resources include their sister operating divisions, Bags and Gameday. Among other key airport customer services, Bags provides airports with remote baggage check-in which significantly relieves curb congestion and streamlines passenger movements. Gameday is an industry leader in transportation design and management for major venues and events.

Recommendation

In alignment with the recommendation of the RFP Panel, staff recommends that the Authority Board Adopt Resolution No. 2022-0072 authorizing the President/CEO to negotiate and execute a contract for Rental Car Center bus service with SP Plus Corporation for a term of four (4) years and nine (9) months with two (2) one-year options to extend the term in an amount not to exceed one hundred three million dollars (\$103,000,000.00).

Fiscal Impact:

The Rental Car Center Shuttle contract is approximately \$1.8 million above the adopted FY 2023 Operating Expense Budget. The FY 2024 conceptual budget will be updated with the new rates and pass-through costs during next year's budget process. This cost is recorded in the Contractual Services line item. Rental Car Center Shuttles is paid with Customer Facility Charges (CFC). There are sufficient CFC revenues forecasted to cover the increase in transportation costs. Staff will work to mitigate the negative budget variance in FY 2023 with savings in other expense categories. For budget years that have not yet been adopted/approved by the board costs will be included in future year budget requests.

Authority Strategies/Focus Areas:

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

Strategies

- Community Strategy Customer Strategy Employee Strategy Financial Strategy Operations Strategy

Focus Areas

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

Environmental Review:

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

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

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

Application of Inclusionary Policies:

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

This contract does not utilize federal funds and provides limited opportunities for sub-contractor participation; therefore, at the option of the Authority, Policy 5.12 was applied to promote the participation of qualified small businesses, service disabled/veteran owned small businesses, and local businesses. Policy 5.12 provides a preference of up to seven percent (7%) in the award of selected Authority contracts. 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 with Policy 5.12, the recommended firm SP Plus did not receive small business, local business, and service disabled/veteran owned small business preference.

Prepared by:

Marc Nichols
Director, Ground Transportation

RESOLUTION NO. 2010-0142R

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY APPROVING CONTRACTUAL LANGUAGE REGARDING "WORKER RETENTION FOR EMPLOYEES OF CONTRACTORS AND SUBCONTRACTORS PROVIDING SERVICES AT SAN DIEGO INTERNATIONAL AIRPORT" TO BE INCORPORATED INTO THE REQUEST FOR PROPOSAL (RFP) SOLICITATIONS FOR CONCESSIONS (RETAIL, FOOD AND BEVERAGE), AIRPORT SHUTTLE SERVICES AND PARKING SERVICES.

WHEREAS, the San Diego County Regional Airport Authority ("Authority") recognizes that retaining existing service workers for concessions (retail, food and beverage), airport shuttle services and parking services creates a work environment that promotes job security among contractors' employees and maintains the Authority's interest in continuous operations of services at San Diego International Airport ("Airport") using experience and trained workers; and

WHEREAS, the Authority utilizes a competitive solicitation process to award service contracts which results in the award of a new contract to the same or a different contractor, and

WHEREAS, the award of a new service contract does not necessarily include the need to replace all of the existing workforce providing Airport services under that contract; and

WHEREAS, the requirement of worker retention for specified employees of contractors and subcontractors providing certain Airport services recognizes that:

- Incumbent workers provide invaluable knowledge and experience acquired on-the-job with regard to the specific work they perform at the Airport;
- Replacing experienced existing workers who are already trained and knowledgeable to perform their jobs decreases efficiency and results in a disservice to the Authority, the community and the traveling public;
- Retaining existing employees reduces the likelihood of labor disputes and labor disruptions;

- Retaining existing incumbent employees promotes security and safety through the continued use of already screened and trained employees with a history of demonstrated trustworthiness.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves contractual language regarding "Worker Retention for Employees of Contractors and Subcontractors Providing Services at San Diego International Airport" (Attachment B), to be incorporated into the RFP solicitations for Concessions (retail, food and beverage), Airport Shuttle Services and Parking Services.

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 §21065; and further is not a "development" as defined by California Coastal Act, Pub. Res. Code §30106.

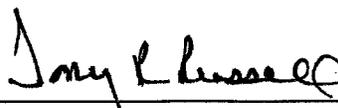
PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a special meeting this 20th day of December, 2010, by the following vote:

AYES: Board Members: Boland, Cox, Finnilla, Gleason, Panknin,
Robinson, Smisek, Young

NOES: Board Members: None

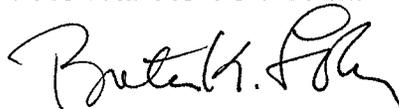
ABSENT: Board Members: Desmond

ATTEST:



TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:



BRETON K. LOBNER
GENERAL COUNSEL

Attachment B: Proposed Worker Retention Language Reflecting Board Discussions

The San Diego County Regional Airport Authority (“Authority”) is utilizing a competitive solicitation process in the award of this [as applicable: service or concession] contract at San Diego International Airport (“Airport”). The use of this competitive solicitation process will result in the award of a new contract to the same or a different contractor. When this process is completed and a new contract is in place, it may result in changes in the management, supervising team, managerial skills, technologies, techniques, themes and costs. These changes, however, do not necessarily require replacement of the workers and employees (“Incumbent Workers”) currently performing services under the terminating contract.

Incumbent Workers possess valuable knowledge, skills and experience concerning the performance of the [as applicable: service or concession] contract being awarded, having provided the same services under the terminating contract. Incumbent Workers have received Airport security and safety training. They possess Airport badges, having passed some level of security screening in order to receive badges. The Authority recognizes the experience, skills, benefits and knowledge of Incumbent Workers as a valuable and important asset. Additionally, Worker Retention provides continued employment opportunities for Incumbent Workers who wish to continue working for the contractor providing services under the new contract for [as applicable: food, beverage, retail, news/gifts, parking, or airport shuttle services]. Given the recognized advantages of retaining Incumbent Workers, the Authority encourages providing all qualified Incumbent Workers an opportunity to be rehired and compete for retention of these jobs.

Worker Retention is applicable to this competitive solicitation process and contract. A responsive proposal to this solicitation contains a written program that, at a minimum, includes the following components:

- The hiring or retention of Incumbent Workers who have been employed for the preceding twelve (12) months or longer by the terminated contractor, with Incumbent Workers retained for a period of ninety (90) days, unless there is cause to terminate their employment sooner;
- Employment of the Incumbent Workers during the ninety (90) day period under the terms and conditions established by the successful contractor or as required by law or other applicable agreement;
- Application of the term “contractor” to subcontractors where applicable;
- Where pooling of Incumbent Workers by job classification occurs, interviewing and hiring by the successful contractor from such pools for the first six (6) months of operations at the Airport or until the terminated contractor completely ceases operations at the Airport, whichever is later;
- Maintenance by the successful contractor of a preferential hiring list of Incumbent Workers not initially hired; and
- Release from the obligation to hire from the job classification pools when all of the Incumbent Workers within a job classification pool have received a ninety (90) day employment offer or the pooling period as defined above has expired.

Any proposal that does not meet these minimum worker retention standards will be considered non-responsive. The Authority will establish additional consideration during the evaluation process (in the form of bonus points) for any proposals that exceed these standards.

The following are exemptions from Worker Retention:

1. Small businesses that operate with less than ten (10) employees.
2. Management positions.
3. Positions requiring a specialized skill or license not available from the pool of Incumbent Workers.

RESOLUTION NO. 2022-0072

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY AUTHORIZING THE PRESIDENT/CEO TO NEGOTIATE AND EXECUTE A CONTRACT FOR RENTAL CAR CENTER BUS SERVICE WITH SP PLUS CORPORATION FOR A TERM OF FOUR (4) YEARS AND NINE (9) MONTHS WITH TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THREE MILLION DOLLARS (\$103,000,000)

WHEREAS, the San Diego County Regional Airport Authority (the "Authority") has established a need for a qualified firm to manage its Rental Car Center bus services at San Diego International Airport ("Airport"); and

WHEREAS, on May 6, 2022, the Authority issued a Request for Proposals for Rental Car Center Bus Service ("RFP for Rental Car Center Bus Service"); and

WHEREAS, on June 8, 2022, the Authority received four (4) proposals in response to the RFP for Rental Car Center Bus Service; and

WHEREAS, the Authority conducted a competitive process including the review and evaluation of proposals and virtual interviews of the respondents; and

WHEREAS, the proposals were evaluated based upon the following criteria:

1. Organizational Structure/Prior Experience/Sustainability,
2. Key Personnel/Team Capabilities, Subcontractors,
3. Work Plan- Management Policies,
4. Work Plan – Shuttle Operation Plan,
5. Work Plan – Staffing Plan,
6. Work Plan – Hiring/Training Program,
7. Work Plan – Transition Plan,
8. Cost – Total Cost (Hours x Rate),

9. Cost – Total Cost Reimbursable Expenses,
10. Financial Statements (Viability); and

WHEREAS, additional consideration was given in the evaluation process for proposals that met or exceeded the required standards for small, locally owned, or veteran-owned business participation and worker retention pursuant to Authority Policy 5.12; and

WHEREAS, on June 17, 2022, a staff evaluation panel interviewed four (4) proposers and recommended SP Plus Corporation ("SP Plus") as the most qualified firm.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards to SP Plus Corporation the Rental Car Center bus services agreement for a term of four (4) years and nine (9) months with two (2) one-year options in an amount not to exceed One Hundred Three Million Dollars (\$103,000,000.00), upon the terms and conditions set forth in the proposal, with such minor changes or modifications as the Authority President/Chief Executive Officer (CEO) or designee may deem to be in the best interest of the Authority and the public that it serves; and

BE IT FURTHER RESOLVED that the President/CEO or designee hereby is authorized, upon approval as to form by the General Counsel, to execute such agreement with SP Plus; and

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

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

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

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 7th day of July 2022, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, BOARD SERVICES /
AUTHORITY CLERK

APPROVED AS TO FORM:

AMY GONZALEZ
GENERAL COUNSEL

Board Communication

Date: July 7, 2022
To: Board Members
From: Tony R. Russell, Director, Board Services/ Authority Clerk
Subject: Business and Travel Expense Reimbursement Reports for Board Members, President/CEO, Chief Auditor and General Counsel When Attending Conferences, Meetings, and Training at the Expense of the Authority

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

On August 23, 2021, the Executive Committee pre-approved set dollar amounts for routine, in-town business expenses to be used during Fiscal Year 2021 for the President/CEO, General Counsel and Chief Auditor as authorized in Policy 3.30(3)(b)(i)(C).

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

**OUT OF TOWN
TRAVEL
REQUEST**

Kim Becker

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 05/20/2022 DATE OF DEPARTURE/RETURN: 09/16/2022 / 02/20/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Minneapolis, MN Business Purpose: ACI Annual Conference & Exhibition

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>450.00</u>
• Rental Car	\$
• Other Transportation (<i>Taxi, TNC, Train, Bus</i>)	\$ <u>100.00</u>
• Auto (<i>Gas, Parking/Tolls, Mileage</i>)	\$
B. Lodging	\$ <u>1,200.00</u>
C. Meals and Incidental Expenses (<i>Per Diem</i>)	\$ <u>400.00</u>
D. Seminar and Conference Fees	\$ <u>875.00</u>
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>3,025.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature: Kimberly J. Becker Date: 5/20/22

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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



2022 Annual Conference & Exhibition

September 17 - 20
Minneapolis Convention Center
Minneapolis, MN

[REGISTER NOW](#)

Early Bird Registration (Until July 22, 2022)
Regular Registration (Before August 19, 2022)

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We can't wait to see you in Minneapolis!



2022 Annual Conference & Exhibition

September 17 - 20
Minneapolis Convention Center
Minneapolis, MN

[REGISTER NOW](#)

[Early Bird Registration \(Until July 22, 2022\)](#)
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 - [HOTEL](#)
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 - [EXHIBIT](#)
 - [SPONSOR](#)
 - [COMMITTEE WORKSHOPS](#)
- [COVID-19 POLICIES](#) [CONTACT US](#)

2022 Registration Rates and Information



NEW FOR 2022

NO RISK EARLY BIRD REGISTRATION

We understand plans change! Take advantage of early bird savings and our **new no risk registration policy** for the 2022 ACI-NA Annual Conference and Exhibition. Register by July 22, 2022, and receive a full refund if you need to cancel before September 15, 2022. Registrations received after July 22, 2022, are subject to ACI-NA's standard cancellation policy.

Registration Categories	Early Bird Rate <i>Before July 22, 2022</i>	Regular Rate <i>Before August 19, 2022</i>	Late / On-Site Rate <i>After August 19, 2022</i>
Member Rate	\$875	\$985	\$1,095
Non-Member Rate	\$1,815	\$1,925	\$2,035
U.S./Canadian Federal Government Rate*	\$550	\$550	\$600
Young Professional Rate	\$500	\$550	\$550

40 and under

Student Rate*	\$350	\$350	\$350
Guest Rate*	\$350	\$350	\$350
Member One Day Pass	\$470	\$525	\$580

*Sunday, Monday, Tuesday
Multiple days may be
purchased.*

Non-Member One Day Pass	\$935	\$990	\$1,045
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*Sunday, Monday, Tuesday
Multiple days may be
purchased.*

REGISTRATION POLICIES AND INFORMATION

Full Conference registration includes entrance to the general sessions, all educational sessions, the exhibition hall (including all meals and receptions in the exhibition hall), grand opening reception, chair's hand-off reception, and closing night event. Full Conference Registration includes attendance at Committee Workshops.

One Day Pass registration includes attendance to all functions for the specified day(s) purchased.

Only one guest allowed per Full Conference Registration. Each guest must be registered with a Full Conference attendee. Guests cannot register on their own.

Guest Registration includes access to the exhibition hall (including all meals and receptions in the exhibition hall), grand opening reception, chair's reception, and closing night event. If a guest plans to attend any educational programming, s/he must register for the full conference.

U.S./Canadian Federal Government: Contractors are not considered federal government for purposes of registration category.

Full-Time Student: Please attach a copy of current student ID, including the front and back. List the name of your educational institution for Organization/Company. ACI-NA Members cannot register using the student category.

Guest: Guest is a spouse, significant other, friend, or adult child who is not in an industry related occupation. A co-worker or an associate within the industry may not use the guest registration.

CONFIRMATION OF REGISTRATION

Confirmation will be sent by e-mail to fully paid conference attendees using the e-mail address(es) provided on the registration form. If you do not receive confirmation within two weeks after sending your registration form, please e-mail meetings@airportsCouncil.org. Non-receipt of a confirmation before the conference is not justification for seeking a refund.

PRE-REGISTRATION

You will be included on the pre-registration roster if your registration is received by ACI-NA, and paid in full, by 5:00 PM EDT Friday, August 19, 2022. Registrations or payments received after the published deadlines, will be processed at the higher registration fee.

ON-SITE REGISTRATION

Any changes after September 9, 2022, must be made on-site. On-site registration in Minneapolis opens September 17, 2022. All On-Site Registrations must be paid in full at the time of registration. ACI-NA cannot invoice On-Site Registrations.

REGISTRATION FEE PAYMENT

All Registrations must be paid in full before attendance at conference events will be permitted. ACI-NA accepts checks, MasterCard, VISA, American Express, Discover and wire transfers.

To receive the "Early Bird" registration rate, your registration form and payment must be received by Friday, July 22, 2022.

CANCELLATIONS, SUBSTITUTIONS AND REFUND POLICIES

NEW! NO RISK EARLY BIRD RATE Cancellation Policy:

Register by July 22, 2022, (the early bird deadline) and you can cancel up until Thursday, September 15, 2022, and receive a full refund. Cancellations must be submitted in writing to meetings@airportscouncil.org.

For those NOT registered by the early bird deadline of July 22, 2022, the cancellation policy is as follows:

Cancellations must be submitted in writing to meetings@airportscouncil.org, by Friday, August 19, 2022. Cancellations received by Friday, August 19, 2022, are eligible to receive a refund, less a \$100 processing fee. Refunds will be credited back to the original credit card used for payment. This policy applies to all registrations including guest registrations. Refunds will be processed at the conclusion of the conference.

There are NO refunds for non-early bird registration notices received after the cancellation deadline of Friday, August 19, 2022. At this date, we are unable to issue a refund for ANY reason as we will have guaranteed your participation with our vendors and event partners and we are unable to provide a refund of your registration fees.

Substitutions will be honored at any time. No-shows are not eligible for refunds.

These policies apply to all types of registrations including Guest Registrations. Non-receipt of a confirmation notice before the meeting is not justification for seeking a refund. ACI-NA reserves the right to cancel this conference. In this event, we will notify all registrants and refund registration fees in full. Any costs incurred by the registrant, such as hotel cancellation, airline penalties, etc., are the responsibility of the registrant.

OPT-OUT

By registering for the conference you are providing permission to receive e-mails, mailings and faxes related to the conference. If you do not wish to receive any further e-mails from ACI-NA, please send an e-mail to memberservices@airportscouncil.org with the words "OPT-OUT" in the subject line.

Please note, if you choose to opt out of receiving e-mail from ACI-NA, you will no longer receive ACI-NA e-newsletters, notices of upcoming meetings, sponsorship opportunities, etc. If you prefer to unsubscribe from certain electronic publications rather than opt-out from all e-mail communications, please e-mail your request to memberservices@airportscouncil.org. Please allow up to 10 days to process your request.

PHOTO/VIDEO DISCLAIMER

By registering for and attending any event, you agree that your image may be used at any time, without further notification, for printed materials, web sites, social media and other marketing purposes.

2022 Annual Conference & Exhibition Sponsors



FY 2022 Per Diem Rates for Minnesota

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Minneapolis / St. Paul	Hennepin / Ramsey	\$79	\$18	\$20	\$36	\$5	\$59.25
Standard Rate	Applies for all locations without specified rates	\$59	\$13	\$15	\$26	\$5	\$44.25

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 06/03/2022 DATE OF DEPARTURE/RETURN: 08/04/2022 / 08/15/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Long Beach, CA Business Purpose: CAC Board Meeting

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:		
• Airfare <input checked="" type="checkbox"/> <i>check box for business class or equivalent (international only)</i>		\$ _____
• Rental Car		\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)		\$ _____
• Auto (Gas, Parking/Tolls, Mileage)		\$ _____
B. Lodging		\$ 250.00
C. Meals and Incidental Expenses (<i>Per Diem</i>)		\$ 50.00
D. Seminar and Conference Fees		\$ _____
E. Entertainment		\$ _____
TOTAL PROJECTED TRAVEL EXPENSES		\$ 300.00

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature: Kimberly J. Becker Date: Jun 3, 2022

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 06/21/2022 DATE OF DEPARTURE/RETURN: 10/13/2022 / 10/16/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Cincinnati, OH Business Purpose: Executive Women in Airports Annual Retreat

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>1,300.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>150.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>750.00</u>
C. Meals and Incidental Expenses (<i>Per Diem</i>)	\$ <u>300.00</u>
D. Seminar and Conference Fees	\$ _____
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2,500.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature: Kimberly J. Becker Date: 6/21/22

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

Casey Diane

From: Candace McGraw <CMcGraw@cvgairport.com>
Sent: Friday, June 3, 2022 8:18 AM
To: deborah.flint@gtaa.com; Becker Kimberly; Laura Beebe; dbewley@flytucson.com; Gladys Brown; Christina Callahan; Chellie Cameron; kcampbell@mylubbock.us; joyce.carter@hiala.ca; chrisassotis@flypittsburgh.com; Melinda Crawford; Jennifer Eckman; gallantj@frederictonairport.ca; Cynthia Guidry; rkhamm-niebruegge@flySTL.com; Alexis Higgins; Rebecca Hupp; Courtney Johnson; Kimberly Jones; Melinda Montgomery; Nichol. Cindy; jamie.rhee@cityofchicago.org; angie.spear@alaska.gov; cstephens@eugene-or.gov; rosemaryv@mccarran.com; Tamara Vrooman; jacqueline.yaft@austintexas.gov; Bonnie Allin; Rosemarie Andolino; Krys Bart; Ginger Evans; ag1833@bellsouth.net; G Lindsey; Monica Lombrana; Cindi Martin; Marily Mora (Retired); Maureen Riley; eroberts610@icloud.com; Lysa Scully; thella.bowens@gmail.com; Sue Stevens
Cc: Carol Spaw
Subject: SAVE THE DATE - EWIA 2022 Retreat (Cincinnati)
Importance: High

Ladies,

Please "save the date " for our EWIA retreat in Cincinnati on **October 14-16**. Please reply to me and copy my assistant, Carol Spaw, of your intentions of attending in order to make advance arrangements for the retreat.

We have secured a block of rooms at *The Hotel Covington*, which is a boutique hotel approx. 20 minute drive from the Airport.

The block has been reserved for check in as early as 4p Thursday, October 13th and check out at Noon on Sunday, October 16. The special room rate for our group is \$209/night +taxes/fees.

We will send a link for you to make your individual reservations in the near future.

Tentative agenda;

Thursday, October 13 – dinner reservations will be made for anyone arriving.

Friday, October 14th – meeting over breakfast at the hotel (approx. 8a to noon) followed by activities TBD including meals and drinks

Saturday, October 15th – activities TBD including meals and drinks

Sunday, October 16th – breakfast prior to departure if schedules permit

I am looking forward to hosting our annual retreat; hope most of you can join me.

Candace

From: Candace McGraw

Sent: Thursday, May 26, 2022 4:57 PM

Cc: Deborah Flint - Greater Toronto Airports Authority (deborah.flint@gtaa.com) <deborah.flint@gtaa.com>; Kimberly Becker (kbecker@san.org) <kbecker@san.org>; Laura Beebe <lmbeebe@pbia.org>; dbewley@flytucson.com; Gladys Brown <gladys@yumaairport.com>; Christina Callahan <ccallahan@panynj.gov>; Chellie Cameron <chellie.cameron@phl.org>; Kelly L. Campbell

(kcampbell@mylubbock.us) <kcampbell@mylubbock.us>; joyce.carter@hiaa.ca; Christina A. Cassotis (chrisccassotis@flypittsburgh.com) <chrisccassotis@flypittsburgh.com>; Melinda Crawford <mccrawford@gocho.com>; Jennifer Eckman <jennifer.eckman@minotnd.org>; gallantj@frederictonairport.ca; Cynthia Guidry <cynthia.guidry@longbeach.gov>; rkhamm-niebruegge@flySTL.com; Alexis Higgins <alexishiggins@tulsaairports.com>; Rebecca Hupp <RHupp@cityofboise.org>; Courtney Johnson <comjohnson@co.slo.ca.us>; Kimberly Jones <jones.kimberly@msnairport.com>; Melinda Montgomery <mmontgomery@mercercounty.org>; Nichol. Cindy <NicholC@saccounty.gov>; Jamie Rhee (jamie.rhee@cityofchicago.org) <jamie.rhee@cityofchicago.org>; 'angie.spear@alaska.gov' <angie.spear@alaska.gov>; cstephens@eugene-or.gov; Rosemary A. Vassiliadis (rosemaryv@mccarran.com) <rosemaryv@mccarran.com>; Tamara Vrooman <Tamara_Vrooman@yvr.ca>; Jacqueline Yaft (jacqueline.yaft@austintexas.gov) <jacqueline.yaft@austintexas.gov>; Bonnie Allin <bonniea520@gmail.com>; Rosemarie Andolino <rsandolino@gmail.com>; Krys Bart <krystbart8@gmail.com>; Ginger Evans <gingersundayevans@gmail.com>; ag1833@bellsouth.net; G Lindsey <ginaamer04@yahoo.com>; Monica Lombrana <lombrm@yahoo.com>; Cindi Martin <cmartin@mvyairport.com>; Marily Mora (Retired) <mmora@panynj.gov>; Maureen Riley <moriley9@comcast.net>; Elaine Roberts (eroberts610@icloud.com) <eroberts610@icloud.com>; Lysa Scully <scullylysa@gmail.com>; 'thella.bowens@gmail.com' <thella.bowens@gmail.com>; Sue Stevens <sue@suestevens-sc.com>

Subject: EWIA 2022 Retreat (Cincinnati)

Ladies:

In the better late than never category, I would like your input for the EWIA retreat in Cincinnati this fall.

The following dates appear to be clear of industry events. As has become the practice, we could meet for dinner on Thursday for those who arrive in time, with "formal" activities to be held on Friday and Saturday, with departure early Sunday. Please let me know if you:

1. Anticipate attending
2. Preference for dates: (Please rank in order of preference or availability)
 - a. August 18, 19 & 20
 - b. October 14, 15 & 16
 - c. November 4, 5 & 6

While Cincinnati does not have San Diego's ocean-front for marshmallows and Champagne, I am sure we will come up with something fun! I guarantee you will not return home without your share of good food, great camaraderie, and much laughter!

Candace

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 06/23/2022 DATE OF DEPARTURE/RETURN: 10/07/2022 / 10/11/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Orlando, FL Business Purpose: AAAE NAC Conference

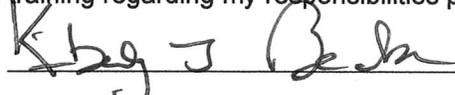
PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>600.00</u>
• Rental Car	\$ _____
• Other Transportation (<i>Taxi, TNC, Train, Bus</i>)	\$ <u>100.00</u>
• Auto (<i>Gas, Parking/Tolls, Mileage</i>)	\$ _____
B. Lodging	\$ <u>1,200.00</u>
C. Meals and Incidental Expenses (<i>Per Diem</i>)	\$ <u>350.00</u>
D. Seminar and Conference Fees	\$ <u>650.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2,900.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature:  Date: 6/23/22

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

Casey Diane

From: Erin O'Connor <Erin.OConnor@aaae.org>
Sent: Tuesday, June 14, 2022 6:54 AM
Cc: Jacky Sher Raker; Erin O'Connor
Subject: 2022 AAAE F. Russell Hoyt National Airports Conference (NAC) Leadership Travel Information

Good morning, AAAE Policy Review Council, Chapter Officers, Committee Leaders, and Past Chairs

AAAE's 2022 F. Russell Hoyt National Airports Conference will take place October 9-11, 2022, in Orlando, FL at the Signia by Hilton Orlando Bonnet Creek. The conference is being hosted by the Orlando International Airport and Chief Executive Officer, Kevin Thibault. To assist you in travel planning, we would like to provide the following leadership details -

Saturday, October 8

6:30 – 8:30 p.m. **AAAE Leadership Dinner**
Hosted by Orlando International Airport

Sunday, October 9

8 – 8:30 a.m. **Continental Breakfast for AAAE Board of Directors and Policy Review Council**

8:30 a.m. – 12:30 p.m. **AAAE Board of Directors and Policy Review Council Meeting**

12:30 – 1:30 p.m. **AAAE Board of Directors and Policy Review Council Lunch**
(AAAE Board, Policy Review Council, Committee Leaders, and Past Chairs)

OR

12:30 – 1:45 p.m. **Lunch for AAAE Chapter Officers with Chair Gale**
(Chapter Presidents & Officers)

Sunday, October 9 - Tuesday, October 11, 2022

F. Russell Hoyt National Airports Conference

The National Airports Conference will officially begin on Sunday, October 9 and conclude on Tuesday, October 11. AAAE Chair Mark Gale, A.A.E. and NAC Committee Chair Patrick Wilson, A.A.E., ACE, encourage you to participate in the NAC in its entirety, if your schedule permits.

We will make your hotel reservation, for you, with the Signia by Hilton Orlando Bonnet Creek at 14100 Bonnet Creek Resort Lane, Orlando, FL 32821, phone (407) 597-3600. You will receive the group rate of \$229 for a single/double, \$249 for triple, or \$269 for quad. There is also a \$10 per night resort fee. You will be responsible for your own charges. The hotel requires a one-night deposit, and your card will be charged immediately for the deposit. Cancellations must be made at least five (5) days in advance of arrival.

The Signia by Hilton Orlando Bonnet Creek is located 18 miles from Orlando International Airport (MCO), and the ride takes approximately 30 minutes. A taxi will cost approximately \$70 one-way. Avis Budget Group, Inc. (representing Avis and Budget rental car companies) is the official rental car company for this meeting. To make reservations or for further information, call Avis at (800) 331-1600 or visit the dedicated AVIS AAAE reservations website. Call Budget at (800) 218-7992 or visit the dedicated Budget AAAE reservations website.

AAAE will reimburse your travel expenses (airfare, hotel room & tax and ground transportation) associated with traveling to Orlando, FL. AA AE will reimburse up to four (4) nights (Saturday, October 8 – Wednesday, 12) of your hotel stay provided you are attending the Board Meeting on Sunday, October 9 and staying for the conference.

If you are attending the conference, please remember to complete your registration online at [NAC Registration](#).

Please complete the [2022 NAC AA AE Leaders Travel Form](#) and return it to AA AE by Friday, July 15, 2022. Once we receive your travel details, including your arrival and departure details, we can arrange your hotel accommodations.

We are pleased to partner with **United Airlines** and **Delta Airlines** as the official air carriers for this meeting. For **United Airlines**, you may book online via www.united.com and enter the **Offer Code ZKGP615694** in the Offer Code box or call United Reservations Meetings Desk at 800.426.1122 and provide the **Z Code ZKGP** and **Agreement Code 615694**. For all tickets issued through United Meetings Reservations Desk, there will be a \$25 per ticket service fee collected. This fee is subject to change without notice. Such service fee is nonrefundable and applies to all itineraries, one-way or round-trip. Black-out dates apply. For **Delta Air Lines**, please [click here](#) to book your flights. You may also call Delta Meeting Network® at 1.800.328.1111* Monday–Friday, 7 a.m. – 7:30 p.m. (CT) and refer to Meeting Event Code **NMV84**. *Please note there is not a service fee for reservations booked and ticketed via the reservation 800 number.

Please contact **Erin O'Connor** at 703.797.2520 or erin.oconnor@aaae.org or **Jacky Sher Raker** at 703.575.2472 or jacky.sher@aaae.org should you have any questions.

Thank you
Erin

Erin O'Connor
Senior Manager, Leadership and Events
e. erin.oconnor@aaae.org
p. 703.797.2520 | c. 914.263.6638

[American Association of Airport Executives](#)
The Barclay Building | 601 Madison Street | Alexandria, VA 22314

REGISTRATION

You acknowledge that in registering for and attending this AAAE event, you agree to adhere to the cancellation policy noted below, AAAE's Duty of Care, and AAAE's Code of Conduct and Terms and Conditions .

REGISTRATION FEES (in U.S. funds drawn on a U.S. bank)

	On or Before August 26, 2022	After August 26, 2022
AAAE Member	\$650	\$770
Non-Member	\$825	\$910

If you are not seeing the correct pricing appear for your member type, please contact member.services@aaae.org to complete your registration for this event.

REGISTER ONLINE NOW

CANCELLATION POLICY

Registrations, cancellations and refund requests must be submitted in writing. All cancellation requests for registrations received on or before Friday, September 23, 2022, are subject to a \$125 cancellation processing fee; approved refunds will be processed after the meeting takes place. There will be no refunds of any kind after this date. Cancellations with outstanding invoices received within two weeks of the start of the conference, will require full payment on the balance due. Refunds will not be provided, and balance dues will

AGENDA

Subject to change. Check back for updates. Please note that all sessions are listed in Eastern Time (ET).

October 9

October 10

October 11

[View Full Agenda](#)

SESSION TITLE

CONTAINS

SPEAKER NAME

CONTAINS

SESSION DATE/DATES

BETWEEN

and

Find

[Date/Time](#)

[Event](#)

October 9

3:00 pm—4:15 pm

Committee Meetings

Event

October 9

3:00 pm—7:00 pm

Registration

October 9

5:00 pm—5:15 pm

NAC Committee Meeting

October 9

5:15 pm—6:00 pm

Claudia Holliway Newcomers' Reception

SPONSORED BY

MICHAEL BAKER INTERNATIONAL

October 9

6:00 pm—7:00 pm

Welcome Reception

WELCOME RECEPTION

Date/Time

Event

SPONSORED BY

SIGNATURE FLIGHT SUPPORT

October 10

7:30 am—8:45 am

Committee Meetings

October 10

7:30 am—5:00 pm

Registration

October 10

7:45 am—9:00 am

Continental Breakfast with Exhibitors

SPONSORED BY

RS&H

October 10

Date/Time

Event

9:00 am–9:30 am

Welcome and Opening Remarks

SPEAKERS

Henrietta Brown, A.A.E., *Deputy Director, Finance and Administration*, Louis Armstrong New Orleans International Airport

Mark Gale, A.A.E., *Chief Executive Officer & Director of Aviation*, Fort Lauderdale-Hollywood International Airport

Patrick Wilson, A.A.E., ACE, *President*, Metropolitan Knoxville Airport Authority

Kevin Thibault, *Chief Executive Officer*, Greater Orlando Aviation Authority

October 10

9:30 am–10:30 am

General Session I: State of the Industry

SPONSORED BY

C&S COMPANIES

JACOBS

WOOLPERT

HUDSON A DUFREY COMPANY

Date/Time

NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION

Event

MODERATOR

Carter Morris, *Executive Vice President, AAAE Services, AAAE*

PANELISTS

Kevin Thibault, *Chief Executive Officer, Greater Orlando Aviation Authority*

Steve Van Beek, *Director & Head of North American Aviation, Steer*

October 10

10:30 am—11:00 am

Refreshment Break with Exhibitors

October 10

11:00 am—12:15 pm

Breakout Session: Airlines in a Post-Pandemic Environment

PANELIST

Bill Swelbar, *Chief Industry Analyst, Swelbar-Zhong Consultancy*

October 10

11:00 am—12:15 pm

Breakout Session: Outside the fence: Successful Recruitment

and Retention

Event

MODERATOR

Sybil Murphy, ADK Consulting and Executive Search

PANELISTS

Linda Frankl, A.A.E., *Director, Senior Practice Leader*, ADK Consulting and Executive Search

Carter Morris, *Executive Vice President*, AAAE Services, AAAE

Judi Olmstead, A.A.E., *Assistant Director of Airports*, Myrtle Beach International Airport

October 10

12:30 pm—2:00 pm

Luncheon with Keynote Speaker

SPONSORED BY

MEAD & HUNT, INC.

CONRAC SOLUTIONS

October 10

2:10 pm—3:25 pm

Breakout Session: Honoring Who You Are with Pride: Fostering

Inclusion and Belonging for the LGBTQ+ Community

Event

PANELIST

Harry Barrett, A.A.E., *Executive Director*, Palm Springs International Airport

October 10

2:10 pm–3:25 pm

Breakout Session: Landside issues: Parking Lots Filling at Airports and How to Maximize the Passenger Experience

October 10

3:25 pm–3:45 pm

Refreshment Break with Exhibitors

October 10

3:45 pm–4:45 pm

General Session II - Correcting Bottlenecks through Technology

Date/Time

Event

October 10

6:30 pm—8:30 pm

Monday Evening Event: Universal CityWalk

Join your host Greater Orlando Airport Authority for a fun evening at Universal CityWalk. Mingle with friends old and new while enjoying local favorites and libations.

SPONSORED BY

ORLANDO INTERNATIONAL AIRPORT

October 11

8:00 am—9:00 am

Committee Meetings

October 11

8:00 am—9:00 am

Continental Breakfast with Exhibitors

October 11

8:00 am—4:45 pm

Registration

REGISTRATION

Date/Time

Event

October 11

9:00 am–10:00 am

General Session III: The Digital Divide: Embracing the Remote Workspace

SPONSORED BY

KIMLEY-HORN AND ASSOCIATES, INC.

MODERATORS

Meghan Dunn, A.A.E., *Manager, Properties & Executive Affairs, Savannah Airport Commission*

Judy Ross, A.A.E., *Assistant Director of Aviation, Norman Y. Mineta San Jose International Airport*

PANELISTS

Cyrus Callum, A.A.E., ACE, *Director, Aviation and Economic Resources, Daytona Beach International Airport/County of Volusia*

Kelly Johnson, A.A.E., *Chief Operating Officer, Northwest Arkansas National Airport Authority*

Lance Lyttle, *Managing Director, Aviation, Seattle-Tacoma International Airport*

Airport
Date/Time

Event

Jes

Perry Miller, A.A.E., I.A.P., *President & Chief Executive Officer*, Richmond International Airport

October 11

10:00 am–11:00 am

General Session IV: Cargo Moving Forward – Redefining New Opportunities

October 11

11:00 am–11:15 am

Refreshment Break with Exhibitors

October 11

11:15 am–12:30 pm

Breakout Session: Environmental Audits: Airport, Legal and Environmental/Social/Governance (ESG) Perspectives

PANELIST

Mina Makarios, *Associate*, Anderson & Kreiger, LLP

Date/Time

October 11

Event
11:15 am—12:30 pm

Breakout Session: Redefining Airport Management Possibilities: A 30,000 Foot View of Digital Twins

PANELISTS

Katie McCoy, C.M., *Business Intelligence Manager, Charlotte Douglas International Airport*

David Tamir, *Chief Technology Officer, Tamironics Ltd.*

October 11

12:45 pm—2:00 pm

Keynote Luncheon

October 11

2:10 pm—3:10 pm

Roundtables: General Aviation (GA)

MODERATOR

Jeff Bilyeu, A.A.E., *Aviation Director, Texas Gulf Coast Regional Airport*

October 11

Date/Time

Event

October 11

3:45 pm—4:45 pm

General Session V: Net Zero Carbon Footprints

PANELISTS

Robert Horton, *Vice President, Environmental Affairs, Dallas Fort Worth International Airport*

Chad Makovsky, C.M., ACE, IACE, *Director of Aviation Services, Phoenix Sky Harbor International Airport*

CODE OF CONDUCT

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DUTY OF CARE

AMERICAN ASSOCIATION OF AIRPORT EXECUTIVES

The Barclay Building | 601 Madison Street

Alexandria, VA 22314

[P] 703.824.0504 | [F] 703.820.1395



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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 06/24/2022 DATE OF DEPARTURE/RETURN: 10/15/2022 / 10/18/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Las Vegas, NV

Business Purpose: World Routes Conference

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ 200.00
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ 100.00
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ 900.00
C. Meals and Incidental Expenses (Per Diem)	\$ 210.00
D. Seminar and Conference Fees (NOTE – Fee in British Pounds 1,885)	\$ 2,313.00
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	<u>\$ 3,723.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature: Kimberly J. Becker Date: Jun 24, 2022

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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



Routes World 2022

Bringing together the global route development community

Las Vegas, USA • 16 - 18 October 2022

Event Programme

Saturday 15 October



Badge Collection

17:00-19:00



Welcome Reception

17:00-19:00

Sunday 16 October



Registration and Information Zone Open

08:00 – 17:30



Meetings

Location: Airline Meeting Halls

09:00 – 12:20

**Opening Address****10:00-10:05**

Location: Keynote Theatre

**Welcome to Las Vegas****10:05-10:35**

Location: Keynote Theatre

**Conference Programme****Various**

Location: Keynote Theatre

**Networking Lunch****11:50 – 13:00**

Location: Lunch Area

**Meetings****13:00 – 14:50**

Location: Airline Meeting Halls

**Conference Programme****Various**

Location: Keynote Theatre

**Networking Break****14:50 – 15:05**

Location: Exhibition Hall

**Meetings****15:05 – 17:25**

Location: Airline Meeting Halls

**Exhibitor Networking****17:25 – 18:15**

Location: Exhibition Hall

Monday 17 October**Registration and Information Zone Open****07:45 – 17:30**



Meetings

08:30 – 10:50

Location: Airline Meeting Halls



Conference Programme

Various

Location: Keynote Theatre



Networking Break

10:50 – 11:05

Location: Exhibition Hall



Meetings

11:05 – 12:55

Location: Airline Meeting Halls



Networking Lunch

12:35 – 13:30

Location: Lunch Area



Meetings

13:30 – 15:20

Location: Airline Meeting Halls



Conference Programme

Various

Location: Keynote Theatre



Networking Break

15:20 – 15:35

Location: Exhibition Hall



Meetings

15:35 – 17:25

Location: Airline Meeting Halls



Networking Evening

19:30-22:30

Tuesday 18 October

	Registration and Information Zone Open	08:00 – 17:30
	Meetings Location: Airline Meeting Halls	08:30 – 10:50
	Conference Programme Location: Keynote Theatre	Various
	Networking Break Location: Exhibition Hall	10:50 – 11:05
	Meetings Location: Airline Meeting Halls	11:05 – 12:25
	Networking Lunch & Handover Ceremony Hosted by Routes World 2023 Host	12:25 – 13:45
	Meetings Location: Airline Meeting Halls	13:45 – 15:35
	Networking Break Location: Exhibition Hall	15:35 – 15:50
	Meetings Location: Airline Meeting Halls	15:50 – 17:40
	Event Closes	18:30

[Register your interest](#)

[✉ Contact the team](#)

Events

[Routes World 2022](#)
[TakeOff North America 2022](#)
[Routes Asia 2023](#)
[Routes Americas 2023](#)
[Routes Europe 2023](#)
[Routes Awards](#)

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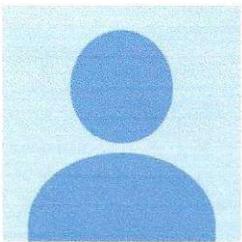
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- 1 Welcome
- 2 Select events
- 3 Select delegates
- 4 Attendance options**
- 5 Invoice details
- 6 Extras
- 7 Confirm

Please select your attendance option for the event

Routes World 2022 Las Vegas, USA



Kimberly Becker
Airport Delegate

Visa required?

Event access without meetings

Including Live Content, Networking Village & social programme (Does not include pre-scheduled meetings)

~~£2,020.00~~
£1,885.00 *

8

pre-scheduled face-to-face meetings

+ full event access

~~£3,520.00~~
£3,325.00 *

12

pre-scheduled face-to-face meetings

+ full event access

~~£3,995.00~~
£3,890.00 *

* Saving available until 30 June 2022.

Cost Breakdown

£	\$	€
---	----	---

Total Cost

£0.00

Amy Gonzalez

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

Traveler Name: Amy Gonzalez Department: 15
 Position: Board Member President/CEO General Counsel Chief Auditor
 All Other Authority Employees

DATE OF REQUEST: 6/7/2022 DATE OF DEPARTURE/RETURN: 9/16/2022 / 9/20/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Minneapolis, MN Business Purpose: 2022 ACI-NA Annual Conference and Exhibition

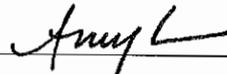
PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ 500
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$
• Auto (Gas, Parking/Tolls, Mileage)	\$ 100
B. Lodging	\$ 840
C. Meals and Incidental Expenses (<i>Per Diem</i>)	\$ 250
D. Seminar and Conference Fees	\$ 875
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ 2,565

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature:  Date: 6-8-2022

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

TRAVEL EXPENSE REINBURSEMENT

Kim Becker

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REIMBURSEMENT REPORT - Board Members, President/CEO, General Counsel, Chief Auditor
 (To be completed within 30 days from travel return date for domestic travel; 45 days for international travel)

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

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

[Business and Travel Reimbursement Guidelines](#)

Employee/Trip Information

Name: Kimberly J. Becker Dept: 6 - Executive Division Date: _____
 Departure Date: 6/4/2022 Return Date: 6/5/2022 Report Due: 7/5/22
 Destination: Seattle, WA
 Business Purpose: AAAE 94th Annual Conference & Exposition

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		6/4/22 Saturday	6/5/22 Sunday	6/6/22 Monday	6/7/22 Tuesday	6/8/22 Wednesday	6/9/22 Thursday	6/10/22 Friday	
Air Fare, Railroad, Bus									-
Conference Fees									-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare		44.04	49.25						93.29
Lodging		346.99							346.99
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
Please see attached explanation for air fare and registration fees information and notice of reimbursement for hotel and ground transportation charges.									-
	\$ -								\$ 440.28

Expense items included in Per Diem:

Meals & Incidental Expenses (M&IE)

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

[GSA Per Diem for Domestic](#)

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

Enter Daily Per Diem Rate	6/4/22	6/5/22	6/6/22	6/7/22	6/8/22	6/9/22	6/10/22	TOTAL
	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
Breakfast	\$18.00							36.00
Lunch	\$20.00							20.00
Dinner	\$36.00							36.00
Incidentals	\$5.00							10.00
Total M&IE	\$79.00							102.00
								-
Total Meal and Incidental Expenses	\$ 23.00	\$ 79.00	\$ -	102.00				

Explanation: Substantiation for exception should be attached

Trip Grand Total	542.28
Less Cash Advance (Attach copy of Authority check)	
Less Expenses Prepaid by Authority	-
Due Traveler - if positive amount, prepare check request	
Due Authority - if negative, attach check payable to SDCRAA	\$ 542.28

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

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

Prepared By: Diane Casey Ext.: 2445
 Traveler's Signature: Kimberly J. Becker Date: Jun 6, 2022

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

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

Interoffice Communication

Date: June 6, 2022
To: File
From: Diane Casey
Subject: Travel Expense Reimbursement Request for Kim Becker
AAAE 94th Annual Conference & Exposition

This memo offers explanation for entries on the Travel Expense Reimbursement Request for Kim Becker for the trip to Seattle for the AA AE 94th Annual Conference & Exposition held on June 4 – 8, 2022.

- Airfare – because this conference was back-to-back with the ACI Business of Airports Conference, held in Phoenix on June 6 – 8, the flight tickets were issued together. The ticket expense will be added to the Travel Expense Reimbursement Request for the Phoenix ACI conference trip.
- Registration Fee – because Kim only attended the Policy Review Committee Meeting and not the actual Conference, she did not have to pay the registration fee.
- As a member of the AA AE Policy Review Committee, Kim is considered a AA AE Leader and entitled to reimbursement of expenses up to \$5,000 per year for attendance at conferences with a Policy Review Committee meeting. I have submitted Kim's receipts for the hotel and ground transportation expenses that will be reimbursed to the Authority by AA AE. A copy of the expense submission, along with the AA AE Travel Account Policy is attached.



AAAE LEADERSHIP TRAVEL ACCOUNT EXPENSE REIMBURSEMENT FORM
For members of the Board of Directors, PRC, BOE and Committee Leaders

NAME: Kimberly J. Becker

DATE: June 6, 2022

TRAVEL PURPOSE: AAAE 94th Annual Conference & Exposition -
Attend Policy Review Committee Meeting

EXPENSE DATE	AMOUNT	TYPE OF EXPENSE <i>(select one)</i>
6/4/22	\$ <u>346.99</u>	Hotel/Lodging
6/4/22	\$ <u>44.04</u>	Ground Transportation
6/5/22	\$ <u>49.25</u>	Ground Transportation
	\$ _____	Airfare
	\$ _____	Hotel/Lodging

TOTAL REQUESTED: \$ 440.28

PAYMENT INSTRUCTIONS: Please make check payable to "San Diego County Regional Airport Authority" and mail to Kimberly J. Becker, SDCRAA, P.O. Box 82776, San Diego, CA 92138.

Per recommendations of the AAAE auditors and the AAAE Audit Committee, and as approved by the Executive Committee, the travel account may only be used for air fare, ground transportation, and hotel lodging expenses (limited to the night prior to the first official event through the night of the last official event) for attendance at AAAE Board meetings and other eligible AAAE conferences including international meetings. It may not be used for conference registration fees. For additional information, please consult the AAAE Leadership Travel Account Policy.

Please submit this form along with your receipts to Mimi Yohanes, CPA at mimi.yohanes@aaae.org or via fax at 703.797.9018. For questions, contact Jacky Sher Raker at jacky.sherraker@aaae.org or 703.575.2472.

SHERATON SEATTLE HOTEL
 1400 Sixth Avenue
 Seattle, WA 98101
 United States
 Tel: 206-621-9000 Fax: 206-621-8441



KIMBERLY BECKER
 [REDACTED]
 [REDACTED]
 United States Of America
 AM4215 - AAAE Conference & Exposition

Page Number : 1
 Guest Number : 4974470
 Folio ID : A
 Arrive Date : 04-JUN-22 07:17
 Depart Date : 05-JUN-22 07:21
 No. Of Guest : 1
 Room Number : 2456
 Marriott Bonvoy Number : 9603

Sheraton Seatt SEASI JUN-05-2022 07:30 MHIPO725

Date	Reference	Description	Charges (USD)	Credits (USD)
04-JUN-22	14612	Room Service	24.81	
04-JUN-22	RT2456	Rm Chrg - Group Association	275.00	
04-JUN-22	RT2456	Room Tax	43.18	
04-JUN-22	RT2456	City/Local Tax	4.00	
05-JUN-22	MC	Mastercard-0764		-346.99

For Authorization Purpose Only
 xxxxxx0764

Date	Time	Code	Authorized
04-JUN-22	07:16	04359Z	398.75

Approve EMV Receipt for MC - 0764: Signature Captured
 TC:38975D8CA6B45970
 IAD:0110A040012200000000000000000000FF TVR:0080008000
 AID:A0000000041010 Application Label:Mastercard

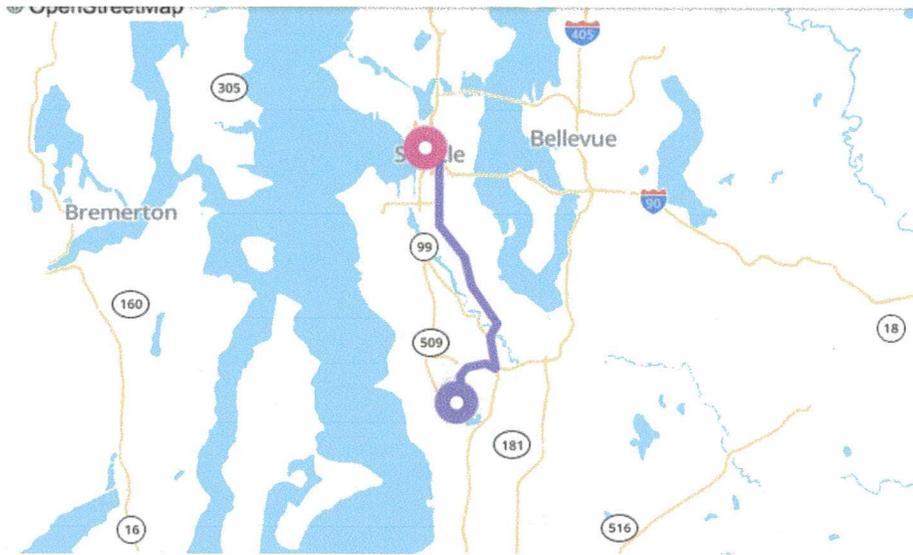
** Total 346.99 -346.99
 *** Balance 0.00

Continued on the next page

06/04/22
Transportation
Airport to Hotel



Jun 04, 2022, 6:55 AM



Your Trip

	Air Cargo Rd	Pickup
	Seatac	6:55 AM
	1400 6th Ave Seattle	Drop-off
		7:13 AM

Payment

\$44.04

Lyft fare (14.79mi, 17m 50s)	\$39.49
Fuel Surcharge	\$0.55
Increase Tip	\$4.00

Personal
PayPal

Your payment method has already been charged. Changing your payment method will not affect the payment method used for this

06/05/22 - Transportation
Hotel to Airport

Casey Diane

From: Kim Becker [REDACTED]
Sent: Sunday, June 5, 2022 9:47 AM
To: Casey Diane
Subject: Fwd: Your ride with Yacob on June 5

To SeaTac. It's pouring!!!

Begin forwarded message:

From: Lyft Receipts <no-reply@lyftmail.com>
Date: June 5, 2022 at 9:45:47 AM PDT
To: kbeckersj@yahoo.com
Subject: Your ride with Yacob on June 5



JUNE 5, 2022 AT 8:39 AM

**Thanks for riding with
Yacob!**



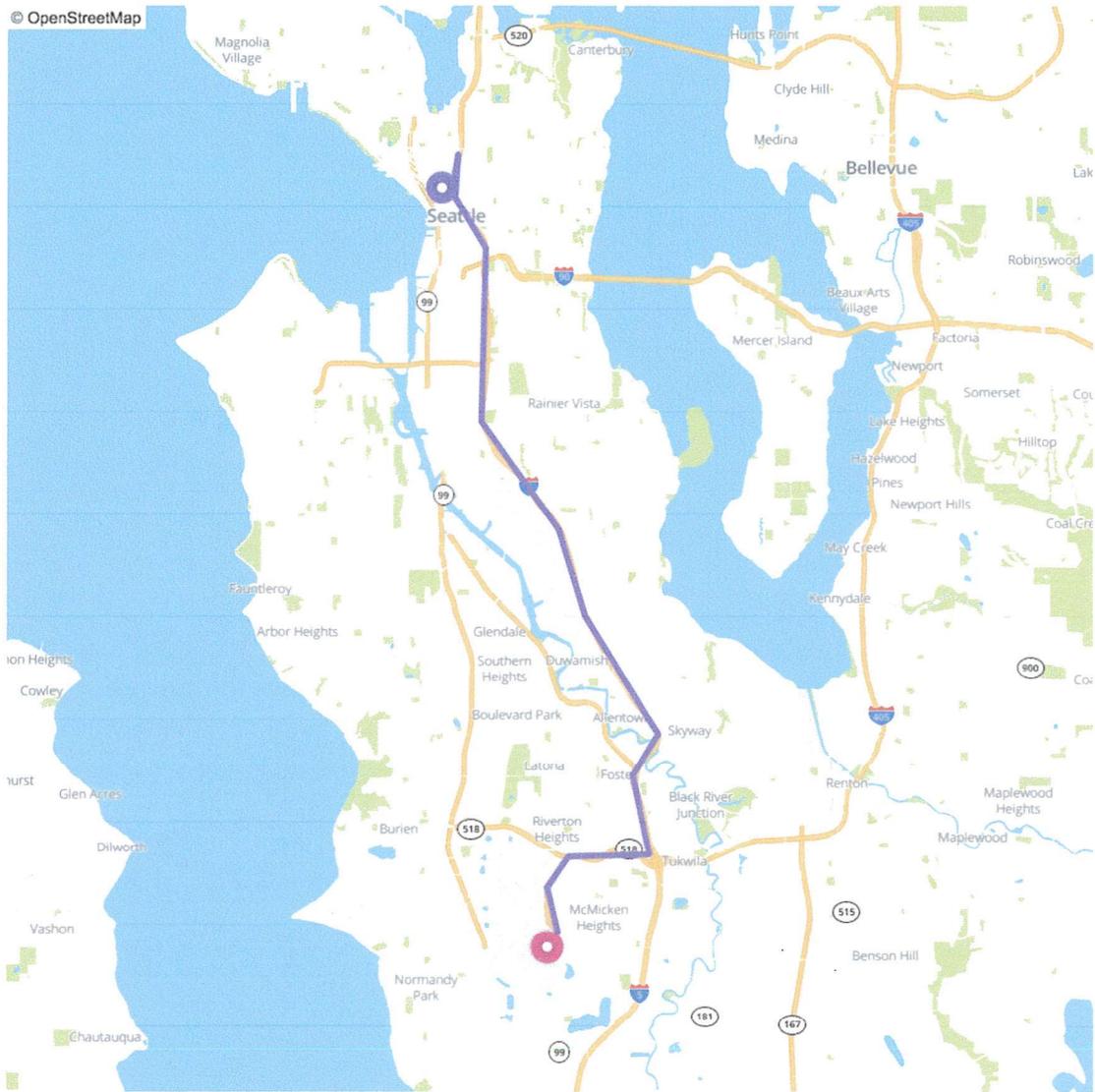
100% of tips go to drivers. [Add a tip](#)

Lyft fare (15.94mi, 38m 12s)	\$42.28
Fuel Surcharge	\$0.55
Tip	\$6.42



PayPal account

\$49.25



- **Pickup 8:39 AM**
1420 5th Ave, Seattle, WA
- **Drop-off 9:17 AM**
17801 International Blvd Seatac, WA

TIP DRIVER

2021-2022 AAAE LEADERSHIP TRAVEL ACCOUNT POLICY

For Board, PRC, BOE and Committee Leaders

It is expected that each AAAE Board member, Policy Review Council (PRC) member, Board of Examiners (BOE) and Committee Chairs, Co-Chairs and Vice Chairs have the support of their airport to the maximum extent possible for the time and travel expenses required for leadership service in AAAE.

However, AAAE recognizes that airport employers may not be able to cover the travel expenses of Board and PRC members to attend certain official events. It is for that reason that AAAE provides an annual \$5,000 travel account (from the end of the 93rd Annual AAAE Conference & Exposition (held July 11-13, 2021 in Las Vegas) through the 94th Annual AAAE Conference & Exposition (to be held June 5-8, 2022 in Seattle, WA) to each Board and PRC member (including Chapter Presidents, who are part of the PRC during their year as Chair of their respective chapter); \$1,000 to Committee Leaders (Chairs, Co-Chairs, and Vice Chairs) who are not on the Board or PRC, and \$4,500 for the Board of Examiners (BOE) to participate in BOE meetings.

Per recommendations of the AAAE auditors and the AAAE Audit Committee, and as approved by the Executive Committee, the travel account may only be used for air fare, ground transportation, and hotel lodging expenses (limited to the night prior to the first official event through the night of the last official event) for attendance at AAAE Board meetings and other eligible AAAE conferences that require your attendance due to committee meeting taking place or international meetings. Travel accounts may not be used for conference registration fees. As such, the airport employer or individual member is responsible for paying conference registration fees. The IRS does allow for registration fees for educational conferences to be tax deductible. The specifics of this deduction are defined in IRS publication 463 <http://www.irs.gov/pub/irs-pdf/p463.pdf>, with conventions defined on page 9.

For reimbursement of allowable travel expenses, please complete the attached form and send with applicable receipts once your travel has occurred to Mimi Yohanes, CPA, at mimi.yohanes@aaae.org or by fax at 703.797.9018. For questions, contact Jacky Sher Raker at jacky.sherraker@aaae.org or 703.575.2472.

FY 2022 Per Diem Rates for Seattle, Washington

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Seattle	King	\$79	\$18	\$20	\$36	\$5	\$59.25

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 02/04/2022 DATE OF DEPARTURE/RETURN: 06/04/2022 / 06/05/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Seattle, WA Business Purpose: AAAAE 94th Annual Conference Board of Directors & Policy Review Committee Mtgs

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>350.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>50.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>300.00</u>
C. Meals and Incidental Expenses (Per24 Diem)	\$ <u>80.00</u>
D. Seminar and Conference Fees	\$ <u>0.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>780.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature:  Date: Feb 4, 2022
Kim Becker (Feb 4, 2022 15:05 PST)

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Anehy Valenzuela, Assistant Authority Clerk, certify that this document was approved
(Name of Clerk)
 by the Executive Committee at its February 17, 2022 meeting.
(Meeting Date)



94TH ANNUAL AAAE CONFERENCE & EXPOSITION JUNE 5-8, 2022 | SEATTLE, WA

Seek

Looking for a conference that will allow you to learn from and network with leaders in the industry and also provide a preview of the latest innovations and services in aviation?

Elevate

Join us from June 5-8 in Seattle for the **94th Annual AAAE Conference & Exposition**, to participate in lively education sessions that will help you improve airport operations and optimize the traveler experience.

Topics will include:

- infrastructure development
- environmental sustainability
- digital transformation
- concessions in the post-COVID era
- taming the talent circus
- the latest safety and security challenges
- and much more!

In between education sessions, visit the exhibit hall to get a firsthand look at new technologies and connect with peers in the industry.

Achieve

You're just a few clicks away from taking the first step in achieving your goals! **Register today** to secure your access to unmatched education and the opportunity to earn CEUs, cutting-edge solutions in our exhibit hall and Innovation Theaters, and the largest mix of airports under one roof.

[View Preliminary Agenda](#)

[Register Now](#)

Hotel Accommodations

We have an official hotel block at the **Sheraton Grand Seattle**, and our discounted rate of \$275 per single/double occupancy room is available through Thursday, May 12. We expect rooms to sell out, so **make your reservations** as soon as possible!

Duty of Care

It is our goal to ensure your conference experience is safe as well as rewarding, which is why we are requiring all attendees to review and acknowledge **AAAE's Duty of Care**. The Duty of Care outlines the measures we are taking to prevent exposure to COVID-19, including requiring that all attendees either be fully vaccinated or have a negative COVID test within 72 hours prior to arrival.

Get Social!

Join the conversation on social media with our official hashtag **#AAAESEA**.

For more information, please visit aaae.org/annual or contact the **AAAE Meetings Team** with any questions.

A special thanks to our **host airport**:



Can't attend? **Mute related communications here.**

American Association of Airport Executives
The Barclay Building 601 Madison Street
Alexandria VA 22314

P: 703 324 0504 | E: AAAEMeetings@aaae.org



[Update Your Preferences or Unsubscribe](#)



94th ANNUAL AAAE CONFERENCE & EXPOSITION

June 5-8, 2022 // Seattle, WA

REGISTRATION FORM

If you require any special assistance to participate or have special dietary requirements, email aaaameetings@aaaae.org.

Check If You Are A First Time Attendee

Exclude my contact information on roster sent to sponsors/exhibitors

Email Address kbecker @ san.org

Mr. Ms. Mrs. Full Name Kimberly J. Becker Nickname for Badge Kim

Title President/CEO Airport/Organization San Diego County Regional Airport Authority

Address P.O. Box 82776 City/State/Zip San Diego, CA 92138

Primary Phone Number (619) 241 - 1401 Cell Phone Number (619) 241 - 1401

Guest Name(s) _____ Guest Email _____ @ _____

By selecting this checkbox, you acknowledge that in registering for and attending any AAAE event, you agree to adhere to the rules and regulations noted in the [Event Participant Terms and Conditions](#) and [AAAE's Duty of Care](#).

Accredited Airport Executives®: This course is worth 24 credits in the AAAE Continuing Airport Management Education Unit (CEU) program.

REGISTRATION FEES

	Paid On or Before 3/25/22	Paid After 3/25/22
AAAE Airport Member ¹	<input type="checkbox"/> \$765	<input type="checkbox"/> \$955
Airport Non-Member ¹	<input type="checkbox"/> \$1,150	<input type="checkbox"/> \$1,475
AAAE Corporate Member ¹	<input type="checkbox"/> \$935	<input type="checkbox"/> \$1,055
Corporate Non-Member ¹	<input type="checkbox"/> \$1,750	<input type="checkbox"/> \$2,075
AAAE Academic Member ²	<input type="checkbox"/> \$305	<input type="checkbox"/> \$305
AAAE Young Professional Member ²	<input type="checkbox"/> \$665	<input type="checkbox"/> \$855
U.S. Federal Government Employee	<input type="checkbox"/> \$385	<input type="checkbox"/> \$600
Guest ³	<input type="checkbox"/> \$335	<input type="checkbox"/> \$335
Volunteer Event	<input type="checkbox"/> n/a	<input type="checkbox"/> n/a
Seattle-Tacoma Airport Tours:		
Airfield Tour	<input type="checkbox"/> n/a	<input type="checkbox"/> n/a
International Arrivals Facility Tour	<input type="checkbox"/> n/a	<input type="checkbox"/> n/a

METHOD OF PAYMENT

(Payable in U.S. dollars drawn on a U.S. bank)

Enclosed is a check or money order made payable to AAAE

Purchase Order # _____

Upon receipt of this form, charge my (please check only one)

American Express MasterCard Visa

Name (as it appears on card) _____

Account # _____

Exp. Date _____

Signature of Cardholder _____

Photo/Video Disclaimer: By registering for and attending any AAAE event, you agree that your image may be used at any time, without further notification, for printed materials, websites, social media, and other marketing purposes.

¹ Full conference registrations include all sessions, admittance into the Exhibit Hall, three breakfasts, three luncheons, all refreshment breaks and evening events, either of the optional airport tours (subject to confirmation of registration by AAAE), and all handouts.

² Academic and Young Professional members must have their membership paid in full at the time they register in order to receive the special rate.

³ Guests of full registrants only. Guest refers to a spouse, significant other or personal friend, NOT a business associate or staff colleague affiliated with the aviation industry. Requires name of full registrant. Guest registration includes admittance into the Exhibit Hall, the Grand Opening and Welcome Reception on Sunday, Monday Happy Hour with Exhibitors and the Host Airport Evening Event, and Wednesday's Chair's Reception, Seattle Reception, Closing Ceremony, and After Party.

NOTE: AAAE reserves the right to postpone or cancel this program if the number of registrants is insufficient; due to acts of God; or any other reason beyond AAAE's control. In this event, we will notify all registrants and credit the full registration fee towards another AAAE meeting, product, or service. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant.

Cancellation Policy: Registrations, cancellations, and refund requests must be submitted in writing. All cancellation requests for registrations received on or before Friday, May 20, 2022, are subject to a \$150 cancellation processing fee; approved refunds will be processed after the meeting takes place. There will be no refunds of any kind after this date. Cancellations with outstanding invoices received within two weeks of the start of the conference, will require full payment on the balance due. Refunds will not be provided, and balance dues will not be forgiven for no-shows. Substitutions within the same conference will be accepted without penalties. The difference between member and non-member price will be charged if a non-member replaces a member. Substitutions will be accepted with a written request to AAAEmeetings@aaaae.org. The individual substituting for the original registrant is responsible for all financial obligations (balance due; difference in fees due to membership type) associated with that substitution. For all inquiries regarding cancellations, refunds and substitutions, please contact the AAAE Meetings Department at 703.824.0504 or email AAAEmeetings@aaaae.org. By submitting a completed registration form, you acknowledge that you have read and understand the cancellation policy. Please note failure to receive a confirmation letter before an event will not be grounds for a refund or credit.

MAIL OR FAX REGISTRATION TO

Gil Cabrera

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**

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

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

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

[Business and Travel Reimbursement Guidelines](#)

Employee/Trip Information		Date: <u>6/9/2022</u>
Name:	<u>Gil Cabrera</u>	Dept: <u>2 - Board Services</u>
Departure Date:	<u>6/5/2022</u>	Return Date: <u>6/8/2022</u>
Destination:	<u>Phoenix, AZ</u>	Report Due: <u>7/8/22</u>
Business Purpose:	<u>2022 ACI Business of Airports Conference</u>	

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		6/5/22 Sunday	6/6/22 Monday	6/7/22 Tuesday	6/8/22 Wednesday	6/9/22 Thursday	6/10/22 Friday	6/11/22 Saturday	
Air Fare, Railroad, Bus	420.58	40.00		23.97					63.97
Conference Fees	850.00								-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare		156.31	86.85		144.33				387.49
Lodging		297.56	297.56	297.56					892.68
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
									-
	\$ 1,270.58								\$ 1,344.14

Expense items included in Per Diem:

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

[GSA Per Diem for Domestic](#)

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

Enter Daily Per Diem Rate	6/5/22	6/6/22	6/7/22	6/8/22	6/9/22	6/10/22	6/11/22	TOTAL
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Breakfast	\$16.00							-
Lunch	\$17.00							-
Dinner	\$31.00							62.00
Incidentals	\$5.00							-
Total M&IE	\$69.00							62.00
Approved Meal Exception Above Per Diem Rate ¹								-
Total Meal and Incidental Expenses	\$ 31.00	\$ 31.00	\$ -	62.00				

Explanation: Substantiation for exception should be attached	Trip Grand Total	2,676.72
	Less Cash Advance (Attach copy of Authority check)	
	Less Expenses Prepaid by Authority	1,270.58
	Due Traveler - if positive amount, prepare check request Due Authority - if negative, attach check payable to SDCRAA	\$1,406.14

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

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

Prepared By: <u>Arely Valenzuela</u>	Ext.: <u>2557</u>
Traveler's Signature: <u>Gil Cabrera</u> <small>Gil Cabrera (Jun 14, 2022 12:30 PDT)</small>	Date: <u>Jun 14, 2022</u>
Administrator's Signature: _____	Date: _____

CEO/Vice President Approval¹: _____ Date: _____
(Required if meal(s) reimbursed above the Per Diem Rate)

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 03/23/2022 DATE OF DEPARTURE/RETURN: 06/05/2022 / 06/08/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Phoenix, AZ

Business Purpose: ACI Business of Airports Conference

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> check box for business class or equivalent (international only)	\$ <u>450.00</u>
• Rental Car	\$
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$
B. Lodging	\$ <u>900.00</u>
C. Meals and Incidental Expenses (Per24 Diem)	\$ <u>280.00</u>
D. Seminar and Conference Fees	\$ <u>850.00</u>
E. Entertainment	\$
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2,580.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature: _____ Date: _____

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

By my signature below, I certify the following:

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

Administrator's Signature:  Date: Mar 23, 2022

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

by the Executive Committee at its 04/07/22 meeting.
(Meeting Date)

From: meetings@airportscouncil.org
To: [Valenzuela Arely](#)
Subject: Order Confirmation
Date: Friday, May 6, 2022 7:09:45 AM



Thank you for your purchase!

Below are the details of your confirmation. Please retain this email for your records.

Order Number: 122614
Order Date: May 6, 2022 9:41 AM
Bill To: Mr. Guillermo Cabrera
Order Total: 850.00
Payment Method: VISA *****5307
Name on Card: Arely Valenzuela

Item	Price	Qty	Total
2022 Business of Airports - Mr. Guillermo Cabrera <i>When:</i> Jun 6, 2022 - Jun 8, 2022 <i>Where:</i> JW Marriott Phoenix Desert Ridge Resort & Spa 5350 East Marriott Drive Phoenix, AZ 85054 United States	850.00	1	850.00

Registration option: Jun 6, 2022 - Conference Registration

Item Total	850.00
Shipping	0.00
Handling	0.00
Item Grand Total	850.00
Transaction Grand Total	850.00



Traveltrust
374 North Coast Highway 101
Encinitas, CA 92024
760-635-1700

For a single calendar entry click [here](#)

Travel Itinerary

Passenger Names

CABRERA/GUILLERMO - 02

Traveltrust Business Hours are Monday 5am - Friday 5pm Pacific

Agency Reference Number: BKWMDM

CHECK IN FOR FLIGHT 24 HOURS PRIOR TO DEPARTURE

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt

Travel requirements are being updated constantly, please be sure to check with your airline or CDC gov for the latest in travel requirements and restrictions

Southwest Airlines - Flight Number 0659		Confirmation: 3BGVWR
Departure: Sun, 06/5/2022 6:55 PM Departure City: San Diego, CA (SAN) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Sun, 06/5/2022 8:10 PM Arrival City: Phoenix, AZ (PHX) Arrival Terminal: TERMINAL 4 Class of Service: O - ECONOMY	Equipment: 738 Travel Time: 1 hour(s) 15 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN
Seat Assignments: OPEN SEATING ON SOUTHWEST FREQUENT FLYER NUMBER ██████████		

American Airlines - Flight Number 2948		Confirmation: KYWPSP
Departure: Wed, 06/8/2022 5:15 PM Departure City: Phoenix, AZ (PHX) Departing Terminal: TERMINAL 4 Status: Confirmed	Arrival: Wed, 06/8/2022 6:25 PM Arrival City: San Diego, CA (SAN) Arrival Terminal: TERMINAL 2 Class of Service: G - ECONOMY	Equipment: 321 Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN
Seat Assignments: CABRERA/GUILLERMO - 34C AISLE SEAT CONFIRMED		

Invoice Detail

Name: CABRERA/GUILLERMO	Issue Date: 05/3/2022	
Southwest		
Airlines Ticket: 5267763411049		Amount: \$219.98
Invoice Number: 5617755		
Service Fee: 8900821921048	Issue Date: 05/3/2022	Amount: \$30.00
Name: CABRERA/GUILLERMO		
American	Issue Date: 05/3/2022	
Airlines Ticket: 0017763411050		Amount: \$170.60
Invoice Number: 5617756		
		Total Fare: USD \$420.58
Your total has been charged to American Express ending In 1013		

General Remarks

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 TO CHANGE IF NECESSARY. PER MANDATORY IATA RESOLUTION 830D YOUR CONTACT DETAILS HAVE BEEN GIVEN TO THE AIRLINES FOR FLIGHT MODIFICATIONS ONLY

TSA Guidance- a government issued photo id is needed for check-in. Please allow minimum 3-hour check-in for international flights and 2 hours for Domestic. For Additional security information visit www.tsa.gov. Thank you for choosing Traveltrust! 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 Domestic/\$45 International per call/reservation.

From: Uber Receipts noreply@uber.com
Subject: Your Sunday evening trip with Uber
Date: Jun 5, 2022 at 5:57:35 PM
To: Gil Cabrera gil@cabrerafirm.com

Uber

Total **\$28.04**

June 5, 2022

Thanks for tipping, Gil

Here's your updated
Sunday evening ride
receipt.



Total

\$28.04

Uber One price adjustment

Trip fare	\$26.36
-----------	---------

Subtotal	\$26.36
-----------------	----------------

Membership Benefit	-\$2.74
--------------------	---------

Temporary Fuel Surcharge ?	\$0.55
---	--------

Promotion	-\$1.30
-----------	---------

CA Driver Benefits ?	\$0.50
-----------------------------------	--------

Tips	\$4.67
------	--------

Payments



Apple Pay Visa [REDACTED]

\$28.04

6/5/22 5:57 PM

[Download PDF](#)

You rode with Saryan

4.96[★] Rating

Has passed a multi-step
safety screen

Issued on behalf of Saryan

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Black 2.86 miles | 11 min

5:21 PM

1330 W

Pennsylvania

Ave, San Diego,

CA 92103, US

5:33 PM

3225 N Harbor

Dr, San Diego,

CA 92101, US



**Report lost
item >**

**Contact
support >**

My trips >

Uber

ISSUED BY AND VALID ONLY ON

SOUTHWEST AIRLINES
PASSENGER RECEIPT

SOUTHWEST AIRLINES

I ACKNOWLEDGE RECEIPT OF TICKET(S) AND/OR COUPONS FOR RELATED CHARGES DESCRIBED HEREO
BILLED OR IN EXTENDED PAYMENTS IN ACCORDANCE WITH STANDARD POLICY OF COMPANY ISSUINGN. PAYMENT IN FULL TO BE MADE WHEN
CARD. NO REFUNDS ON LOST TICKETS.

X	DATE OF ISSUE	PLACE OF ISSUE	ISO CODE
SIGNATURE OF CARDHOLDER	05JUN22	SANWNO1GC	US
NAME OF PASSENGER	NON TRANSFERABLE	CONF NUMBER/CARRIER CODE	ISSUING AGENT ID
CABRERA/GUILLERMO		3BGVWR/WN	0134ML
ISSUED IN EXCHANGE FOR	CONJUNCTION DOCUMENTS		

NAME OF PASSENGER	CABRERA/GUILLERMO
ITINERARY	SAN PHX

NOT VALID FOR TRAVEL

SERVICE (RFISC)

UPGRADED BOARDING(OMD)

VI AUTH: 00890G \$40.00 SAN WN PHX40.00USD40.00END

FARE	\$40.00
TAX	\$0.00
TOTAL	\$40.00

CPN	DOCUMENT NUMBER
0	5269925447773

NOT VALID FOR TRAVEL
0 5269925447773

Subject: Your Sunday evening trip with Uber

Date: Sunday, June 5, 2022 at 9:06:58 PM Mountain Standard Time

From: Uber Receipts

To: Gil Cabrera

Uber

Total **\$128.27**
June 5, 2022

Thanks for tipping, Gil

Here's your updated Sunday evening ride receipt.



Total

\$128.27

Trip fare	\$111.58
-----------	----------

Subtotal	\$111.58
----------	----------

Membership Benefit	-\$11.40
--------------------	----------

Temporary Fuel Surcharge ?	\$0.55
--	--------

PHX Airport Surcharge	\$1.89
-----------------------	--------

Tips

\$25.65

Payments



Apple Pay American Express [REDACTED]

6/5/22 9:06 PM

\$128.27

[Download PDF](#)

You rode with Jonathan

4.99 ★ Rating



Has passed a multi-step safety screen

Issued on behalf of Jonathan

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Black SUV

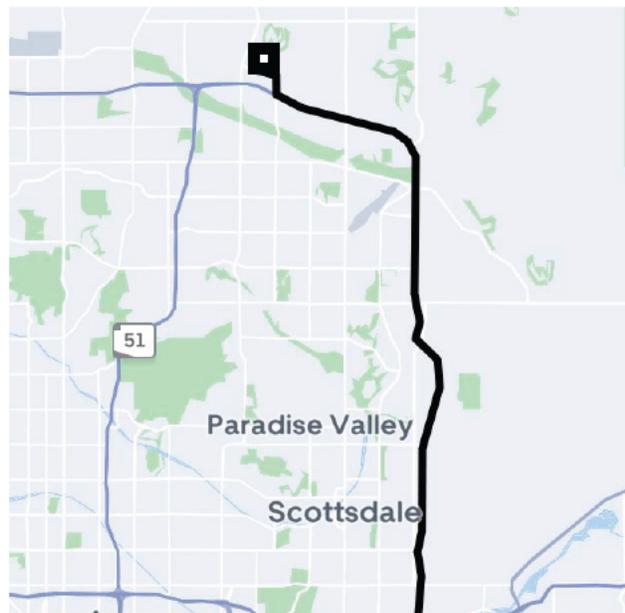
27.58 miles | 28 min

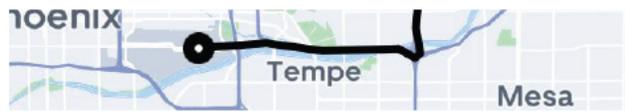
8:28 PM

3400 E Sky Harbor Blvd,
Phoenix, AZ 85034, USA

8:56 PM

5350 E Marriott Dr, Phoenix,
AZ 85054, US





[Report lost item >](#)

[Contact support >](#)

[My trips >](#)

Uber

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Uber Technologies
1515 3rd Street
San Francisco, CA 94158

[Forgot password](#)

[Privacy](#)

[Terms](#)

[Uber](#)

[Technologies](#)

[1515 3rd](#)

[Street](#)

[San](#)

[Francisco, CA](#)

[94158](#)

[Read about our zero tolerance policy. Report a zero tolerance complaint by visiting](#)

Subject: Your Monday evening trip with Uber

Date: Wednesday, June 8, 2022 at 11:38:30 AM Pacific Daylight Time

From: Uber Receipts

To: Gil Cabrera

Uber

Total **\$86.85**
June 6, 2022

Thanks for tipping, Gil

Here's your updated Monday evening ride receipt.



Total **\$86.85**

Trip fare \$79.87

Subtotal \$79.87

Membership Benefit -\$8.04

Temporary Fuel Surcharge [?](#) \$0.55

Tips \$14.47

Payments



Apple Pay American Express [Redacted]
6/7/22 7:06 AM

\$72.38



Apple Pay American Express [Redacted]

\$14.47



[Download PDF](#)

You rode with Tilik (Tilikusew)

4.99 ★ Rating

Has passed a multi-step safety screen

Issued on behalf of Tilik (Tilikusew)

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Black SUV 15.37 miles | 18 min

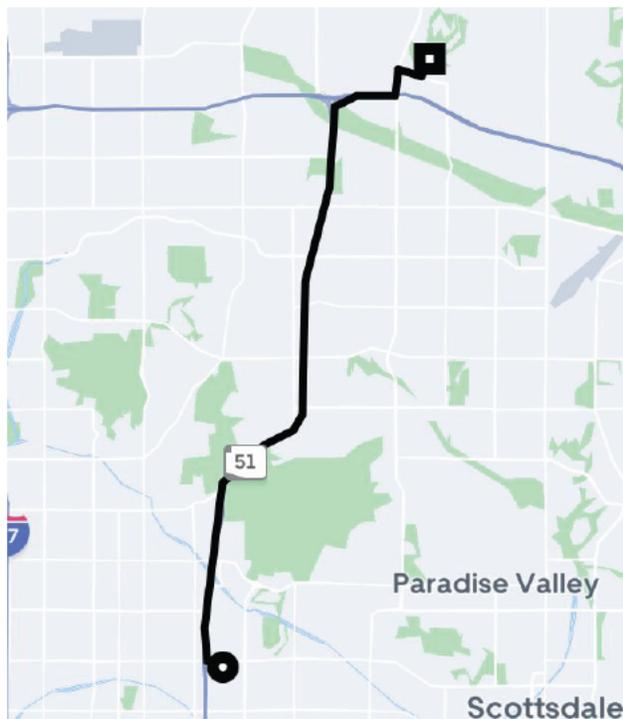


8:11 PM

4743 N 20th St, Phoenix, AZ
85016, US

8:29 PM

5350 E Marriott Dr, Phoenix,
AZ 85054, US





JW MARRIOTT
PHOENIX DESERT RIDGE

GUEST FOLIO

2160	CABRERA/GUILLERMO	239.00	06/08/22	11:00	21742	39352
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
RK	XXX		06/05/22	18:20		
TYPE	SCHENECTADY NY 12345		ARRIVE	TIME		
265						

ROOM	ADDRESS	PAYMENT	MBV#:
CLERK			

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/05	RESORT	RESORT		20.00
06/05	ST TAX	RESORT		1.45
06/05	CITY TAX	RESORT		1.06
06/05	ROOM	2160, 1		239.00
06/05	ST TAX	2160, 1		17.38
06/05	CITY TAX	2160, 1		12.67
06/05	RM SERV	28352160		131.22
06/06	ROOM	2160, 1		239.00
06/06	ST TAX	2160, 1		17.38
06/06	CITY TAX	2160, 1		12.67
06/06	RESORT	RESORT		20.00
06/06	ST TAX	RESORT		1.45
06/06	CITY TAX	RESORT		1.06
06/07	ROOM	2160, 1		239.00
06/07	ST TAX	2160, 1		17.38
06/07	CITY TAX	2160, 1		12.67
06/07	RESORT	RESORT		20.00
06/07	ST TAX	RESORT		1.45
06/07	CITY TAX	RESORT		1.06
				1005.90

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JW MARRIOTT DESERT RIDGE
5350 E MARRIOTT DR
PHOENIX AZ 85054
PH: 480.293.5000 FAX: 480.293.3600

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

Signature X

Subject: Your Wednesday morning trip with Uber

Date: Wednesday, June 8, 2022 at 1:14:11 PM Pacific Daylight Time

From: Uber Receipts

To: Gil Cabrera

Uber

Total **\$107.19**
June 8, 2022

Thanks for tipping, Gil

Here's your updated Wednesday morning ride receipt.



Total **\$107.19**

Trip fare \$87.44

Subtotal \$87.44

PHX Airport Surcharge \$1.89

Tips \$17.86

Payments



Apple Pay American Express [REDACTED]

\$107.19

6/8/22 1:14 PM

[Download PDF](#)

You rode with Ilmi

4.99 ★ Rating

 Has passed a multi-step safety screen

Issued on behalf of Ilmi

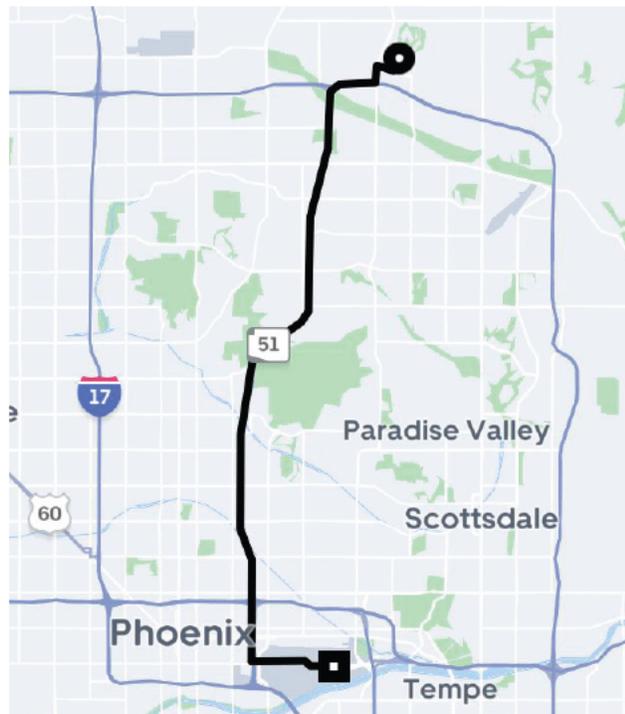
When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Black 22.35 miles | 23 min

- 

11:55 AM
5350 E Marriott Dr, Phoenix,
AZ 85054, US
- 12:19 PM**
Terminal 4, Phoenix Sky
Harbor International Airport
(PHX), Phoenix, AZ 85034,
US



[Report lost item >](#)

[Contact support >](#)

[My trips >](#)

Subject: Your Wednesday afternoon trip with Uber

Date: Wednesday, June 8, 2022 at 3:51:54 PM Pacific Daylight Time

From: Uber Receipts

To: Gil Cabrera

Uber

Total **\$37.14**
June 8, 2022

Thanks for tipping, Gil

Here's your updated Wednesday afternoon ride receipt.



Total **\$37.14**

Trip fare \$29.90

Subtotal \$29.90

Temporary Fuel Surcharge [?](#) \$0.55

CA Driver Benefits [?](#) \$0.50

Tips \$6.19

Payments



Apple Pay American Express [REDACTED]

\$37.14

6/8/22 3:51 PM

[Download PDF](#)

You rode with Atanas

4.96 ★ Rating

 Has passed a multi-step safety screen

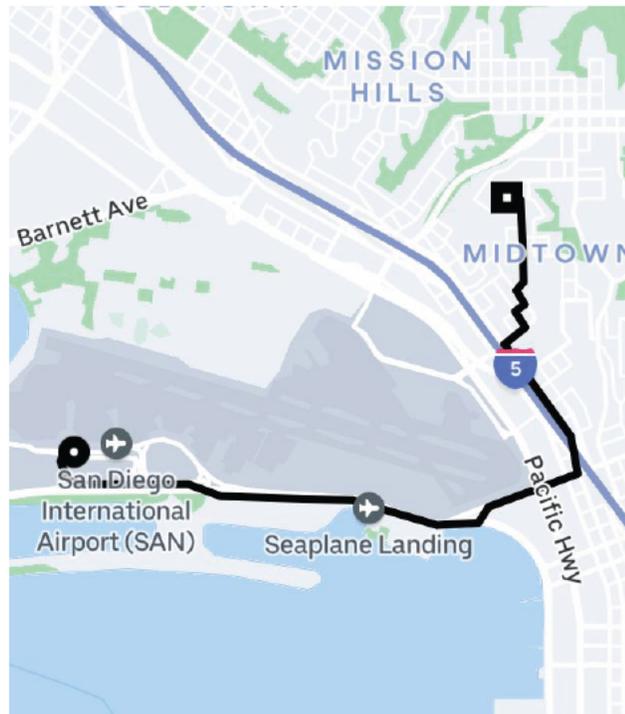
Issued on behalf of Atanas

When you ride with Uber, your trips are insured in case of a covered accident.

[Learn more >](#)

Black 3.46 miles | 15 min

- 3:10 PM**
San Diego, CA 92101, USA
- 3:25 PM**
1330 W Pennsylvania Ave,
San Diego, CA 92103, US



[Report lost item >](#)

[Contact support >](#)

2022 BUSINESS OF AIRPORTS

AGENDA

Monday, June 6, 2022

	Finance	Human Resources	Business Diversity	Concessions
8:00 AM - 4:30 PM	Registration			
8:00 AM - 9:00 AM	Networking Breakfast			
9:00 AM - 10:30 AM	Finance Committee Meeting 8:30 AM - 4:30 PM <i>*Open to all registered conference attendees*</i>	Human Resources Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Business Diversity Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Commercial Management Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>
10:30 AM - 11:00 AM	Networking Break			
11:00 AM - 12:15 PM	Finance Committee Meeting	Human Resources Roundtable	Joint Meeting: Business Diversity Committee and Commercial Management Committee	
12:15 PM - 1:30 PM	Networking Lunch			
1:30 PM - 2:45 PM	Finance Committee Meeting	Joint Meeting: Business Diversity Committee and Human Resources How Can Airports Promote Social Equity?		Commercial Management Airports Only Meeting*
2:45 PM - 3:15 PM	Networking Break			
3:15 PM - 4:30 PM	Finance Committee Meeting	Human Resources Office Innovations Creating a Digitally Friendly Environment	ACDBE Opportunities: Can The Door Be Opened Wider?	Open Networking Time
5:00 PM - 6:30 PM	Welcome Reception			
	Catch up with old friends and make new ones at ACI-NA's welcome reception. It is the perfect opportunity to find out what your colleagues are doing to address the challenges of our ever-changing airport world.			

**Registered conference attendees can attend all sessions unless otherwise noted*

Tuesday, June 7, 2022

8:00 AM - 4:30 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 9:30 AM	Welcome and Opening Remarks		
9:30 AM - 10:30 AM	General Session 1 Uncertainty is the New Certainty – So What Happens Now?		
10:30 AM - 11:00 AM	Networking Break		
11:00 AM - 12:00 PM	Session 2A/B Airport Concessions Strategies & Models - Moving the Needle	Session 2C Finance Session	Session 2D Workforce Expectations – CEO Discussion
12:00 PM - 2:00 PM	Networking Lunch		
2:00 PM - 3:15 PM	Session 3A Using Business Intelligence for Concessions - Develop a Holistic Approach	Session 3B Expanding Opportunity for DEBs & ACDBEs: The Commitment Starts at the Top	Session 3C Finance Session
			Session 3D Airport Workforce Capability and Competency Management- Case Study
3:15 PM - 3:45 PM	Networking Break		
3:45 PM - 5:00 PM	Session 4A/B Airport Tenant Labor - Expensive & In Short Supply- Strategies For Success	Session 4C Finance Session	Session 4D Reframing HR's Role in Organizations Post COVID



Wednesday, June 8, 2022

8:00 AM - 4:00 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 10:00 AM	General Session 2 Diversity, Equity, and Inclusion in the Aviation Business		
10:00 AM - 10:30 AM	Networking Break		
10:30 AM - 11:30 AM	Session 5A/B Regulations vs. Real-Life - ACBDE Practical Solutions for Airport Challenges	Session 5D The Great Resignation - Current Skills and Desired Leadership Competencies	Finance Roundtables by Hub Size Large Hub Medium Hub Small Hub Canadian Airport
11:30 AM - 12:30 PM	Session 6A Airport Concessions - Responding to External Change	Session 6B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	
12:30 PM - 1:30 PM	Networking Lunch		
1:30 PM - 2:45 PM	Session 7A Roundtable with Airlines	Session 7B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	Session 7D Mental Health; Behaviors in the current Pandemic Environment
2:45 PM - 3:15 PM	Networking Break		
3:15 PM - 4:15 PM	Session 8A/B Increasing Airport Construction Costs – Building Concessions Programs	Session 8C Finance Session	Session 8D Human Resources Meeting Town Hall
5:30 PM - 6:00 PM	Awards Gala Reception <i>Business or Cocktail Attire Suggested</i>		
6:00 PM - 9:00 PM	Awards Gala Dinner <i>Business or Cocktail Attire Suggested</i>		
<i>The World Business Partners/Associates Board of Directors meeting will take place on Wednesday, June 8 from 7:30 AM - 9:00 AM</i>			

James Sly

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**

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

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

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

[Business and Travel Reimbursement Guidelines](#)

Employee/Trip Information		Date: <u>6/15/2022</u>
Name:	<u>James Sly</u>	Dept: <u>2 - Board Services</u>
Departure Date:	<u>6/5/2022</u>	Return Date: <u>6/8/2022</u>
Destination:	<u>Phoenix, AZ</u>	Report Due: <u>7/8/22</u>
Business Purpose:	<u>2022 ACI Business of Airports Conference</u>	

Expense Items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		6/5/22 Sunday	6/6/22 Monday	6/7/22 Tuesday	6/8/22 Wednesday	6/9/22 Thursday	6/10/22 Friday	6/11/22 Saturday	
Air Fare, Railroad, Bus	353.58								-
Conference Fees	850.00								-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare		38.93							38.93
Lodging		291.56	291.56	291.56					874.68
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:					30.00				30.00
									-
	\$ 1,203.58								\$ 943.61

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

[GSA Per Diem for Domestic](#)

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

Enter Daily Per Diem Rate	6/5/22	6/6/22	6/7/22	6/8/22	6/9/22	6/10/22	6/11/22	TOTAL
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Breakfast								-
Lunch								-
Dinner								-
Incidentals								-
Total M&IE	\$0.00							-
Approved Meal Exception Above Per Diem Rate ¹								-
Total Meal and Incidentals Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Explanation: Substantiation for exception should be attached 	Trip Grand Total	2,147.19
	Less Cash Advance (Attach copy of Authority check)	
	Less Expenses Prepaid by Authority	1,203.58
	Due Traveler - if positive amount, prepare check request Due Authority - if negative, attach check payable to SDCRAA	\$ 943.61
Note: Send this report to Accounting even if the amount is \$0.		

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

Prepared By: Arely Valenzuela Ext.: 2557
 Traveler's Signature:  Date: Jun 27, 2022
 Administrator's Signature: _____ Date: _____

CEO/Vice President Approval¹: _____ Date: _____
 (Required if meal(s) reimbursed above the Per Diem Rate)

4432	SLY/JAMES	239.00	06/08/22	14:02	22005	39352
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
RK	5350 E MARRIOTT		06/05/22	21:52		
TYPE	PHOENIX AZ 85054		ARRIVE	TIME		
328						

ROOM	ADDRESS	PAYMENT		MBV#:	
CLERK					

DATE	REFERENCES	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/05	RESORT	RESORT	20.00		
06/05	ST TAX	RESORT	1.45		
06/05	CITY TAX	RESORT	1.06		
06/05	ROOM	4432, 1	239.00		
06/05	ST TAX	4432, 1	17.38		
06/05	CITY TAX	4432, 1	12.67		
06/06	ROOM	4432, 1	239.00		
06/06	ST TAX	4432, 1	17.38		
06/06	CITY TAX	4432, 1	12.67		
06/06	RESORT	RESORT	20.00		
06/06	ST TAX	RESORT	1.45		
06/06	CITY TAX	RESORT	1.06		
06/07	ROOM	4432, 1	239.00		
06/07	ST TAX	4432, 1	17.38		
06/07	CITY TAX	4432, 1	12.67		
06/07	RESORT	RESORT	20.00		
06/07	ST TAX	RESORT	1.45		
06/07	CITY TAX	RESORT	1.06		
06/08	CCARD-MC			874.68	
	PAYMENT RECEIVED BY: MASTERCARD				.00

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

JW MARRIOTT DESERT RIDGE
 5350 E MARRIOTT DR
 PHOENIX AZ 85054
 PH: 480.293.5000 FAX: 480.293.3600

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



Traveltrust
374 North Coast Highway 101
Encinitas, CA 92024
760-635-1700

For a single calendar entry click [here](#)

Travel Itinerary

Passenger Names

SLY/JAMES ERNEST - 01

Traveltrust Business Hours are Monday 5am - Friday 5pm Pacific

Agency Reference Number: JOCVDD

CHECK IN FOR FLIGHT 24 HOURS PRIOR TO DEPARTURE

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt

Travel requirements are being updated constantly, please be sure to check with your airline or CDC gov for the latest in travel requirements and restrictions

Southwest Airlines - Flight Number 1905		Confirmation: 46C4M8
Departure: Sun, 06/5/2022 7:40 PM Departure City: San Diego, CA (SAN) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Sun, 06/5/2022 8:50 PM Arrival City: Phoenix, AZ (PHX) Arrival Terminal: TERMINAL 4 Class of Service: I - Economy	Equipment: 73W Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Weather CHECK IN
Seat Assignments: OPEN SEATING ON SOUTHWEST FREQUENT FLYER NUMBER ██████████		

Alaska Airlines - Flight Number 6224		Confirmation: GVVLBJ
Departure: Wed, 06/8/2022 5:15 PM Departure City: Phoenix, AZ (PHX) Departing Terminal: TERMINAL 4 Status: Confirmed	Arrival: Wed, 06/8/2022 6:25 PM Arrival City: San Diego, CA (SAN) Arrival Terminal: TERMINAL 2 Class of Service: S - Economy	Equipment: 321 Travel Time: 1 hour(s) 10 minute(s) Add flight to Calendar Baggage Info Operating Carrier Baggage Info Weather CHECK IN
Operated By AMERICAN AIRLINES Seat Assignments: SLY/JAMES ERNEST - 34D AISLE SEAT CONFIRMED FREQUENT FLYER NUMBER ██████████		

Invoice Detail

Name: SLY/JAMES ERNEST		
Southwest	Issue Date: 04/12/2022	
Airlines Ticket: 5267759253533		Amount: \$170.98
Invoice Number: 5615535		
Service Fee: 8900821096339	Issue Date: 04/13/2022	Amount: \$30.00
Name: SLY/JAMES ERNEST		
Alaska	Issue Date: 04/12/2022	
Airlines Ticket: 0277759253534		Amount: \$152.60
Invoice Number: 5615536		
		Total Fare: USD \$353.58
Your total has been charged to American Express ending In 1013		

General Remarks

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 TO CHANGE IF NECESSARY. PER MANDATORY IATA RESOLUTION 830D YOUR CONTACT DETAILS HAVE BEEN GIVEN TO THE AIRLINES FOR FLIGHT MODIFICATIONS ONLY

TSA Guidance- a government issued photo id is needed for check-in. Please allow minimum 3-hour check-in for international flights and 2 hours for Domestic. For Additional security information visit www.tsa.gov. Thank you for choosing Traveltrust! 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 Domestic/\$45 International per call/reservation.



AIRPORTS COUNCIL INTERNATIONAL - NA
 1615 L Street N.W.
 Suite 300
 Washington, DC 20036
 Phone: (202) 293-8500
 Fax : (202) 478-0889
 E-Mail: meetings@aci-na.org
 Taxpayer ID # 53-0209303

Invoice No. 50708

Receipt

Sold To: Mr. James Sly
 San Diego County Regional Airport Authority
 PO Box 82776
 San Diego, CA 92138-2776

Ship To: Mr. James Sly
 San Diego County Regional Airport Authority
 PO Box 82776
 San Diego, CA 92138-2776

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
74373		4/19/2022	122207	Net 30 Days	4/19/2022
Qty	Description	Unit Price	Extended Price		
1	2022 Business of Airports 6/6/2022 - 6/8/2022 Phoenix, AZ, United States 22450/REG Conference Registration	850.00	850.00		
Line Item Total	Other	Tax	Subtotal	Amount Received	Unpaid Balance
850.00			850.00	850.00	

Thank you for your prompt payment!

Here's your receipt for your ride, James

We hope you enjoyed your ride this evening

Total **\$38.93**

rip fare \$26.06

Subtotal **\$26.06**

Booking Fee \$7.82

Temporary Fuel Surcharge \$0.55

Airport Pickup Surcharge \$4.50

Payments



6/6/22 8:21 AM

\$38.93

[Visit the trip page](#) for more information including invoices (where available)

You rode with Soumendu

UberX 22.50 miles 25 min

9:26 PM 3800 E Sky Harbor Blvd Phoenix AZ 85034 US

9:51 PM 5350 E Marriott Dr Phoenix AZ 85054 US

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.

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

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 03/24/2022 DATE OF DEPARTURE/RETURN: 06/05/2022 / 06/08/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Phoenix, AZ

Business Purpose: ACI Business of Airports Conference

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>450.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>900.00</u>
C. Meals and Incidental Expenses (Per24 Diem)	\$ <u>280.00</u>
D. Seminar and Conference Fees	\$ <u>850.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2,580.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature:  Date: Mar 24, 2022
James Sly (Mar 24, 2022 14:07 PDT)

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

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

by the Executive Committee at its 03/28/22 meeting.
(Meeting Date)

4432	SLY/JAMES	239.00	06/08/22	14:02	22005	39352
ROOM	NAME	RATE	DEPART	TIME	ACCT#	GROUP
RK	5350 E MARRIOTT		06/05/22	21:52		
TYPE	PHOENIX AZ 85054		ARRIVE	TIME		
328						

ROOM	ADDRESS	PAYMENT		MBV#:	
CLERK					

DATE	REFERENCES	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/05	RESORT	RESORT	20.00		
06/05	ST TAX	RESORT	1.45		
06/05	CITY TAX	RESORT	1.06		
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06/07	CITY TAX	RESORT	1.06		
06/08	CCARD-MC			874.68	
	PAYMENT RECEIVED BY: MASTERCARD				.00

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760-635-1700

For a single calendar entry click [here](#)

Travel Itinerary

Passenger Names

SLY/JAMES ERNEST - 01

Traveltrust Business Hours are Monday 5am - Friday 5pm Pacific

Agency Reference Number: JOCVDD

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Seat Assignments: OPEN SEATING ON SOUTHWEST FREQUENT FLYER NUMBER ██████████		

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Operated By AMERICAN AIRLINES Seat Assignments: SLY/JAMES ERNEST - 34D AISLE SEAT CONFIRMED FREQUENT FLYER NUMBER ██████████		

Invoice Detail

Name: SLY/JAMES ERNEST		
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Airlines Ticket: 5267759253533		Amount: \$170.98
Invoice Number: 5615535		
Service Fee: 8900821096339	Issue Date: 04/13/2022	Amount: \$30.00
Name: SLY/JAMES ERNEST		
Alaska	Issue Date: 04/12/2022	
Airlines Ticket: 0277759253534		Amount: \$152.60
Invoice Number: 5615536		
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Washington, DC 20036
Phone: (202) 293-8500
Fax : (202) 478-0889
E-Mail: meetings@aci-na.org
Taxpayer ID # 53-0209303

Invoice No. 50708

Receipt

Sold To: **Mr. James Sly**
San Diego County Regional Airport Authority
PO Box 82776
San Diego, CA 92138-2776

Ship To: **Mr. James Sly**
San Diego County Regional Airport Authority
PO Box 82776
San Diego, CA 92138-2776

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
74373		4/19/2022	122207	Net 30 Days	4/19/2022
Qty	Description	Unit Price	Extended Price		
1	2022 Business of Airports 6/6/2022 - 6/8/2022 Phoenix, AZ, United States 22450/REG Conference Registration	850.00	850.00		
Line Item Total	Other	Tax	Subtotal	Amount Received	Unpaid Balance
850.00			850.00	850.00	

Thank you for your prompt payment!

Here's your receipt for your ride, James

We hope you enjoyed your ride this evening

Total **\$38.93**

rip fare \$26.06

Subtotal **\$26.06**

Booking Fee \$7.82

Temporary Fuel Surcharge \$0.55

Airport Pickup Surcharge \$4.50

Payments



████████████████████
6/6/22 8:21 AM

\$38.93

[Visit the trip page](#) for more information including invoices (where available)

You rode with Soumendu

UberX 22.50 miles 25 min



9:26 PM 3800 E Sky Harbor Blvd Phoenix AZ 85034 US



9:51 PM 5350 E Marriott Dr Phoenix AZ 85054 US

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.



Citi® Double Cash Card-9975

Transaction Details

Date	Description	Amount
Jun 08, 2022	AMERICAN0010266367039 PHOENIX AZ	\$30.00

Additional Details

Purchased On Jun 08, 2022 06:56 PM ET

Posted On Jun 08, 2022

Purchase Method By Phone

Cardmember Name James Sly

Spend Category Air Travel - American Airlines

Merchant Details American Airlines

Phoenix,
Arizona
85034
United States

Website

2022 BUSINESS OF AIRPORTS

AGENDA

Monday, June 6, 2022

	Finance	Human Resources	Business Diversity	Concessions
8:00 AM - 4:30 PM	Registration			
8:00 AM - 9:00 AM	Networking Breakfast			
9:00 AM - 10:30 AM	Finance Committee Meeting 8:30 AM - 4:30 PM <i>*Open to all registered conference attendees*</i>	Human Resources Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Business Diversity Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Commercial Management Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>
10:30 AM - 11:00 AM	Networking Break			
11:00 AM - 12:15 PM	Finance Committee Meeting	Human Resources Roundtable	Joint Meeting: Business Diversity Committee and Commercial Management Committee	
12:15 PM - 1:30 PM	Networking Lunch			
1:30 PM - 2:45 PM	Finance Committee Meeting	Joint Meeting: Business Diversity Committee and Human Resources How Can Airports Promote Social Equity?		Commercial Management Airports Only Meeting*
2:45 PM - 3:15 PM	Networking Break			
3:15 PM - 4:30 PM	Finance Committee Meeting	Human Resources Office Innovations Creating a Digitally Friendly Environment	ACDBE Opportunities: Can The Door Be Opened Wider?	Open Networking Time
5:00 PM - 6:30 PM	Welcome Reception			
	Catch up with old friends and make new ones at ACI-NA's welcome reception. It is the perfect opportunity to find out what your colleagues are doing to address the challenges of our ever-changing airport world.			

**Registered conference attendees can attend all sessions unless otherwise noted*

Tuesday, June 7, 2022

8:00 AM - 4:30 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 9:30 AM	Welcome and Opening Remarks		
9:30 AM - 10:30 AM	General Session 1 Uncertainty is the New Certainty – So What Happens Now?		
10:30 AM - 11:00 AM	Networking Break		
11:00 AM - 12:00 PM	Session 2A/B Airport Concessions Strategies & Models - Moving the Needle	Session 2C Finance Session	Session 2D Workforce Expectations – CEO Discussion
12:00 PM - 2:00 PM	Networking Lunch		
2:00 PM - 3:15 PM	Session 3A Using Business Intelligence for Concessions - Develop a Holistic Approach	Session 3B Expanding Opportunity for DEBs & ACDBEs: The Commitment Starts at the Top	Session 3C Finance Session
			Session 3D Airport Workforce Capability and Competency Management- Case Study
3:15 PM - 3:45 PM	Networking Break		
3:45 PM - 5:00 PM	Session 4A/B Airport Tenant Labor - Expensive & In Short Supply- Strategies For Success	Session 4C Finance Session	Session 4D Reframing HR's Role in Organizations Post COVID



Wednesday, June 8, 2022

8:00 AM - 4:00 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 10:00 AM	General Session 2 Diversity, Equity, and Inclusion in the Aviation Business		
10:00 AM - 10:30 AM	Networking Break		
10:30 AM - 11:30 AM	Session 5A/B Regulations vs. Real-Life - ACBDE Practical Solutions for Airport Challenges	Session 5D The Great Resignation - Current Skills and Desired Leadership Competencies	Finance Roundtables by Hub Size Large Hub Medium Hub Small Hub Canadian Airport
11:30 AM - 12:30 PM	Session 6A Airport Concessions - Responding to External Change	Session 6B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	
12:30 PM - 1:30 PM	Networking Lunch		
1:30 PM - 2:45 PM	Session 7A Roundtable with Airlines	Session 7B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	Session 7D Mental Health; Behaviors in the current Pandemic Environment
2:45 PM - 3:15 PM	Networking Break		
3:15 PM - 4:15 PM	Session 8A/B Increasing Airport Construction Costs - Building Concessions Programs	Session 8C Finance Session	Session 8D Human Resources Meeting Town Hall
5:30 PM - 6:00 PM	Awards Gala Reception <i>Business or Cocktail Attire Suggested</i>		
6:00 PM - 9:00 PM	Awards Gala Dinner <i>Business or Cocktail Attire Suggested</i>		
<p><i>The World Business Partners/Associates Board of Directors meeting will take place on Wednesday, June 8 from 7:30 AM - 9:00 AM</i></p>			

von Wilpert

**SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
TRAVEL EXPENSE REIMBURSEMENT REPORT - Authority Employees**

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

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

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

[Business and Travel Reimbursement Guidelines](#)

Employee/Trip Information		Date: <u>6/9/2022</u>
Name:	<u>Marni von Wilpert</u>	Dept: <u>2 - Board Services</u>
Departure Date:	<u>6/6/2022</u>	Return Date: <u>6/9/2022</u>
Destination:	<u>Phoenix, AZ</u>	Report Due: <u>7/9/22</u>
Business Purpose:	<u>2022 ACI Business of Airports Conference</u>	

Expense items not included in Per Diem	Authority Prepaid Expenses	Employee Paid Expenses							TOTAL
		6/6/22 Monday	6/7/22 Tuesday	6/8/22 Wednesday	6/9/22 Thursday	6/10/22 Friday	6/11/22 Saturday	6/12/22 Sunday	
Air Fare, Railroad, Bus	189.98				118.98				118.98
Conference Fees	850.00								-
Rental Car									-
Gas									-
Parking & Tolls									-
Mileage - Attach mileage form									-
Taxi / TNC / Shuttle Fare		48.00			45.00				93.00
Lodging		291.56	291.56	291.56					874.68
Telephone, Internet and Fax									-
Laundry									-
Miscellaneous:									-
									-
	\$ 1,039.98								\$ 1,086.66

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

[GSA Per Diem for Domestic](#)

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

Enter Daily Per Diem Rate	6/6/22	6/7/22	6/8/22	6/9/22	6/10/22	6/11/22	6/12/22	TOTAL
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Breakfast								-
Lunch								-
Dinner								-
Incidentals								-
Total M&IE	\$0.00							-
Approved Meal Exception Above Per Diem Rate ¹								-
Total Meal and Incidentals Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

Explanation: Substantiation for exception should be attached	Trip Grand Total	2,126.64
	Less Cash Advance (Attach copy of Authority check)	
	Less Expenses Prepaid by Authority	1,039.98
	Due Traveler - if positive amount, prepare check request Due Authority - if negative, attach check payable to SDCRAA	\$1,086.66
Note: Send this report to Accounting even if the amount is \$0.		

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

Prepared By: Arely Valenzuela Ext.: 2557
 Traveler's Signature: Marni von Wilpert Date: Jun 24, 2022
Marni von Wilpert (Jun 24, 2022 13:32 PDT)
 Administrator's Signature: _____ Date: _____

CEO/Vice President Approval¹: _____ Date: _____
(Required if meal(s) reimbursed above the Per Diem Rate)

Board Communication

Date: June 27, 2022
To: Board Members
From: Tony Russell
Via: Board Services
Subject: Travel Reimbursement – Marni von Wilpert
2022 ACI Business of Airports Conference

The attached email references the round-trip travel cost for Marni von Wilpert to Phoenix, AZ for the above mentioned conference.

Board Member von Wilpert is entitled to compensation for roundtrip air fare to the conference. However, she personally paid for a flight back to San Diego, CA.

A credit of \$118.98 has been applied to her air fare to be paid for by the Authority, which would have been the cost of her return flight from Phoenix, AZ to San Diego, CA.



Traveltrust
374 North Coast Highway 101
Encinitas, CA 92024
760-635-1700

For a single calendar entry click [here](#)

Travel Itinerary

Passenger Names

VON WILPERT/MARNI - 01

Traveltrust Business Hours are Monday 5am - Friday 5pm Pacific

Agency Reference Number: SHMFKW

CHECK IN FOR FLIGHT 24 HOURS PRIOR TO DEPARTURE

Please review your itinerary and report any discrepancies to Traveltrust within 24hrs of receipt

Travel requirements are being updated constantly, please be sure to check with your airline or CDC gov for the latest in travel requirements and restrictions

Southwest Airlines - Flight Number 2607		Confirmation: 4ZCMUA
Departure: Mon, 06/6/2022 8:05 AM Departure City: San Diego, CA (SAN) Departing Terminal: TERMINAL 1 Status: Confirmed	Arrival: Mon, 06/6/2022 9:25 AM Arrival City: Phoenix, AZ (PHX) Arrival Terminal: TERMINAL 4 Class of Service: C - ECONOMY	Equipment: 73W Travel Time: 1 hour(s) 20 minute(s) Add flight to Calendar Baggage Info Weather <div style="background-color: orange; color: white; padding: 2px; text-align: center; font-weight: bold;">CHECK IN</div>
Seat Assignments:		

Invoice Detail

Name: VON WILPERT/MARNI		
Southwest Airlines Ticket: 5267766869795	Issue Date: 05/19/2022	Amount: \$159.98
Invoice Number: 5619706		
Service Fee: 8900822596083	Issue Date: 05/19/2022	Amount: \$30.00
		Total Fare: USD \$189.98
Your total has been charged to American Express ending In 1013		

General Remarks

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 TO CHANGE IF NECESSARY. PER MANDATORY IATA RESOLUTION 830D YOUR CONTACT DETAILS HAVE BEEN GIVEN TO THE AIRLINES FOR FLIGHT MODIFICATIONS ONLY

TSA Guidance- a government issued photo id is needed for check-in. Please allow minimum 3-hour check-in for international flights and 2 hours for Domestic. For Additional security information visit www.tsa.gov. Thank you for choosing Traveltrust! 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 Domestic/\$45 International per call/reservation.

From: Scott Mackerley
 To: [redacted]
 Cc: [redacted]
 Subject: RE: Board Travel Request - von Wipert
 Date: Tuesday, May 17, 2022, 11:26:09 AM
 Attachments: [redacted]

Thanks, Arley. Options are below.

Scott

San Diego to Phoenix on 6 June:

13		AA 625 American Airlines	SAN - San Diego 06JUN, 01:25 AM	→	PHX - Phoenix 06JUN, 07:51 AM	321 1h 26min Class G	SABRE Main Cabin USD 170.60
16		WN 2607 Southwest Airlines	SAN - San Diego 06JUN, 01:05 AM	→	PHX - Phoenix 06JUN, 09:25 AM	73W 1h 20min Class T	SABRE Wanna Get Away USD 175.98
14		WN 5331 Southwest Airlines	SAN - San Diego 06JUN, 01:05 AM	→	PHX - Phoenix 06JUN, 10:20 AM	73W 1h 15min Class I	SABRE Wanna Get Away USD 170.98
2		AA 1949 American Airlines	SAN - San Diego 06JUN, 01:55 AM	→	PHX - Phoenix 06JUN, 11:13 AM	321 1h 18min Class S	SABRE Main Cabin USD 159.60
8		WN 55 Southwest Airlines	SAN - San Diego 06JUN, 10:20 AM	→	PHX - Phoenix 06JUN, 11:40 AM	73W 1h 20min Class C	SABRE Wanna Get Away USD 159.98

Phoenix to San Diego on 9 June:

2		WN 2218 Southwest Airlines	PHX - Phoenix 09JUN, 05:50 AM	→	SAN - San Diego 09JUN, 07:05 AM	73W 1h 15min Class G	SABRE Wanna Get Away USD 118.98
0		WN 2904 Southwest Airlines	PHX - Phoenix 09JUN, 06:40 AM	→	SAN - San Diego 09JUN, 07:55 AM	73W 1h 15min Class G	SABRE Wanna Get Away USD 118.98
4		WN 2059 Southwest Airlines	PHX - Phoenix 09JUN, 10:20 PM	→	SAN - San Diego 09JUN, 11:25 PM	73W 1h 05min Class B	SABRE Wanna Get Away USD 118.98
5		WN 2694 Southwest Airlines	PHX - Phoenix 09JUN, 08:10 AM	→	SAN - San Diego 09JUN, 09:25 AM	73H 1h 15min Class N	SABRE Wanna Get Away USD 181.98
6		WN 2054 Southwest Airlines	PHX - Phoenix 09JUN, 09:25 PM	→	SAN - San Diego 09JUN, 10:30 PM	73W 1h 05min Class N	SABRE Wanna Get Away USD 181.98
7		AA 2757 American Airlines	PHX - Phoenix 09JUN, 10:30 AM	→	SAN - San Diego 09JUN, 11:47 AM	320 1h 17min Class U	SABRE Main Cabin USD 190.60



Scott Mackerley
 Director, Travel Services, West
 1-760-435-1700
 smackerley@TravelTrust.com | www.traveltrust.com

[Redacted content]

From: meetings@airportscouncil.org
To: [Valenzuela Arely](#)
Subject: Order Confirmation
Date: Thursday, May 12, 2022 9:14:05 AM



Thank you for your purchase!

Below are the details of your confirmation. Please retain this email for your records.

Order Number: 122803
Order Date: May 12, 2022 12:07 PM
Bill To: Ms. Marni von Wilpert
Order Total: 850.00
Payment Method: VISA *****5307
Name on Card: Arely Valenzuela

Item	Price	Qty	Total
2022 Business of Airports - Ms. Marni von Wilpert <i>When:</i> Jun 6, 2022 - Jun 8, 2022 <i>Where:</i> JW Marriott Phoenix Desert Ridge Resort & Spa 5350 East Marriott Drive Phoenix, AZ 85054 United States	850.00	1	850.00

Registration option: Jun 6, 2022 - Conference Registration

Item Total	850.00
Shipping	0.00
Handling	0.00
Item Grand Total	850.00
Transaction Grand Total	850.00

Baker, Aaron

From: von Wilpert, Marni
Sent: Monday, June 20, 2022 9:57 AM
To: Baker, Aaron
Subject: FW: [EXTERNAL] Fwd: Your ride with Darren on June 6

Lyft receipt for airport conference.



JUNE 6, 2022 AT 9:33 AM

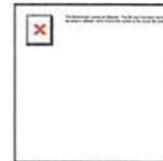
Thanks for riding with Darren!

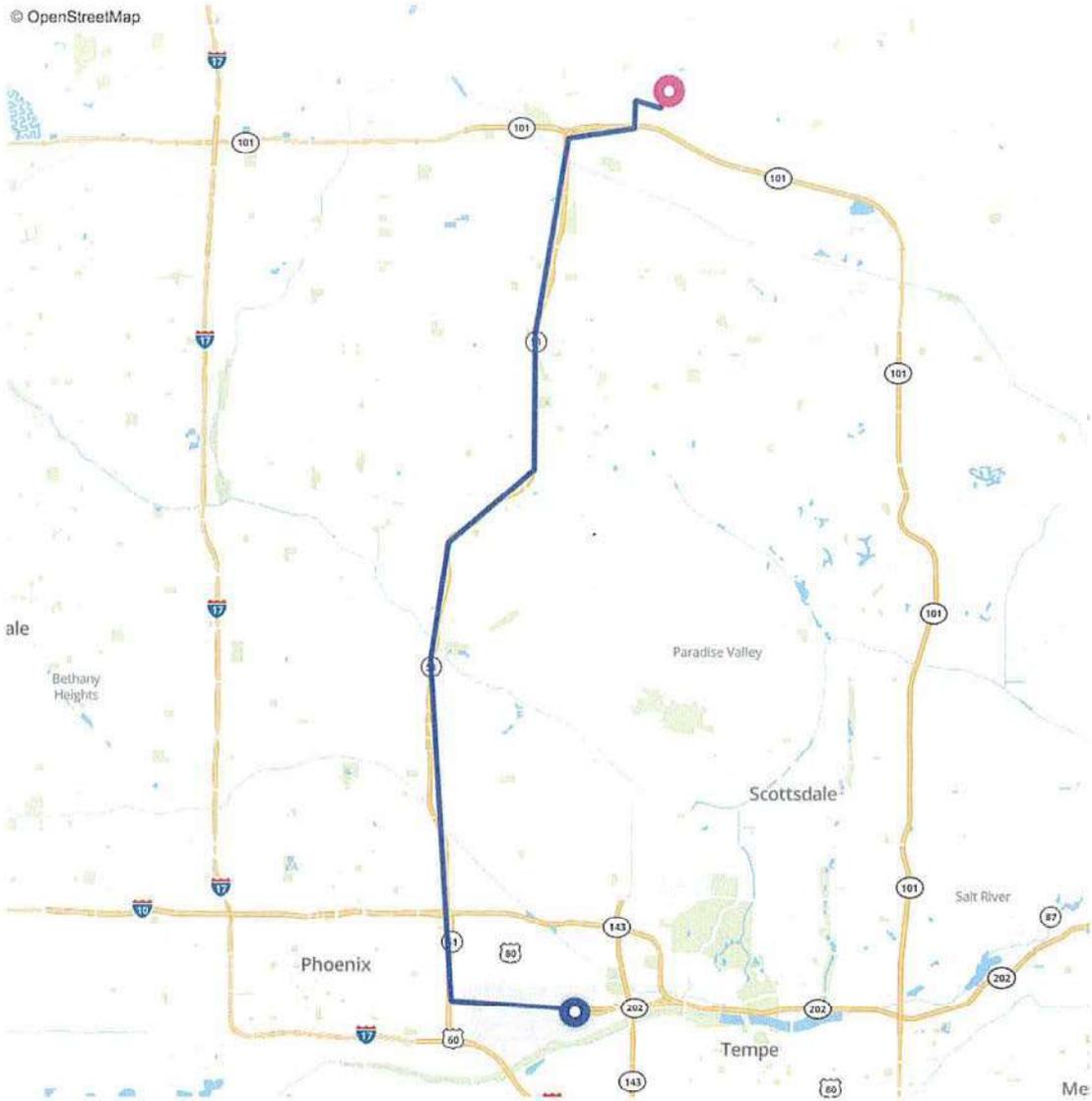
100% of tips go to drivers. [Add a tip](#)

Lyft fare (23.21mi, 28m 10s)	\$38.94
Fuel Surcharge	\$0.55
LyftUp Donation - United Way Worldwide	\$0.61
Tip	\$7.90



\$48.00



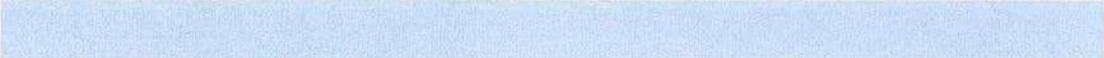


- **Pickup 9:33 AM**
E Sky Harbor Blvd Terminal 4, Phoenix, AZ
- **Drop-off 10:01 AM**
5350 E Marriott Dr Phoenix, AZ

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Enable business profile on Lyft to make expensing rides quick and easy.

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TIP DRIVER

FIND LOST ITEM

REQUEST REVIEW

View your ride cost breakdown or get help at any time in the ['Ride History'](#) tab in your Lyft app.

To protect against unauthorized behavior, you may see [an authorization hold](#) on your bank statement. This is to verify your payment method and will not be charged.

[Help Center](#)

Receipt #1684609571428538308

We never share your address with your driver after a ride.
[Learn more](#) about our commitment to safety.

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San Francisco, CA 94104
CPUC ID No. TCP0032513 - P

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JW MARRIOTT
PHOENIX DESERT RIDGE

GUEST FOLIO

5138 VONWILPERT/MARNIVON 239.00 06/09/22 DUPLICATE 13:24 22391 39352
 ROOM NAME RATE DEPART TIME ACCT# GROUP
 MD SAN DIEGO CITY COUNC 06/06/22
 TYPE [REDACTED] ARRIVE TIME
 ROOM VSXXXXXXXXXXXX [REDACTED] MB#:
 CLERK ADDRESS PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/05	RESORT	RESORT		20.00
06/05	ST TAX	RESORT		1.45
06/05	CITY TAX	RESORT		1.06
06/05	GRP PARK	GRP PARK		.00
06/06	ROOM	5138, 1		239.00
06/06	ST TAX	5138, 1		17.38
06/06	CITY TAX	5138, 1		12.67
06/07	ROOM	5138, 1		239.00
06/07	ST TAX	5138, 1		17.38
06/07	CITY TAX	5138, 1		12.67
06/07	RESORT	RESORT		20.00
06/07	ST TAX	RESORT		1.45
06/07	CITY TAX	RESORT		1.06
06/07	GRP PARK	GRP PARK		.00
06/08	ROOM	5138, 1		239.00
06/08	ST TAX	5138, 1		17.38
06/08	CITY TAX	5138, 1		12.67
06/08	RESORT	RESORT		20.00
06/08	ST TAX	RESORT		1.45
06/08	CITY TAX	RESORT		1.06
06/08	GRP PARK	GRP PARK		.00
06/09	CCARD-VS		874.68	

VSXXXXXXXXXXXX [REDACTED]
 ***** AUTHORIZATION *****

APPROVED
 Total: \$955.05 Card Type: VISA Card Entry: CHIP Acct #: ***** [REDACTED] Approval Code: 180149

***** EMV AUTHORIZATION *****
 App Label: VISA DEBIT Mode: Issuer
 AID: A000000031010 TVR: 8000008000 IAD: 06011203608000 TSI: 6800 ARC: 00 AC: 82C92E3EA9B08C2D CVM: 5E0000
 .00

JW MARRIOTT DESERT RIDGE
 5350 E MARRIOTT DR
 PHOENIX AZ 85054
 PH: 480.293.5000 FAX: 480.293.3600

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

Baker, Aaron

From: von Wilpert, Marni
Sent: Monday, June 20, 2022 9:58 AM
To: Baker, Aaron
Subject: FW: [EXTERNAL] Fwd: Your ride with Mark on June 9

2nd Lyft receipt for airport.



JUNE 9, 2022 AT 8:54 AM

Thanks for riding with Mark!

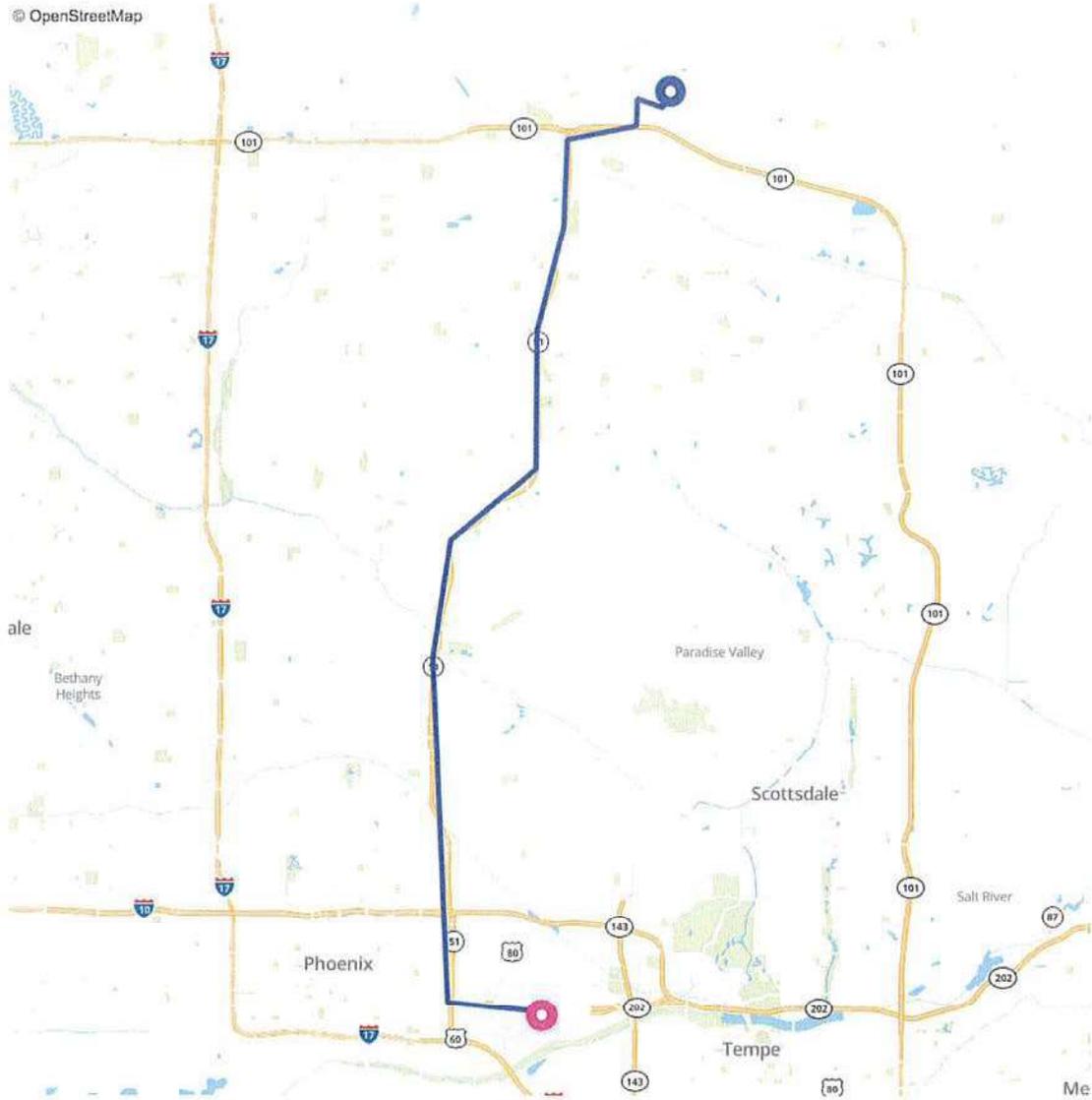
100% of tips go to drivers. [Add a tip](#)



Lyft fare (22.35mi, 31m 37s)	\$32.29
Fuel Surcharge	\$0.55
Priority Pickup Upgrade	\$4.94
LyftUp Donation - United Way Worldwide	\$0.42
Tip	\$6.80



\$45.00

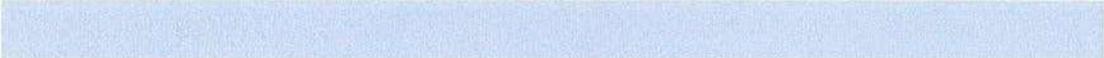


- **Pickup 8:54 AM**
5350 E Marriott Dr Phoenix, AZ
- **Drop-off 9:26 AM**
3400 Sky Harbor Blvd Suite 3300, Phoenix, AZ

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TIP DRIVER

FIND LOST ITEM

REQUEST REVIEW

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To protect against unauthorized behavior, you may see [an authorization hold](#) on your bank statement. This is to verify your payment method and will not be charged.

[Help Center](#)

Receipt #1685713605280169914

We never share your address with your driver after a ride.
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SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY
OUT-OF-TOWN TRAVEL REQUEST

GENERAL INSTRUCTIONS:

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

TRAVELER INFORMATION:

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

DATE OF REQUEST: 03/24/2022 DATE OF DEPARTURE/RETURN: 06/05/2022 / 06/08/2022

DESTINATION / BUSINESS PURPOSE:

Destination: Phoenix, AZ Business Purpose: ACI Business of Airports Conference

PROJECTED OUT-OF-TOWN TRAVEL EXPENSES:

A. Transportation Costs:	
• Airfare <input type="checkbox"/> <i>check box for business class or equivalent (international only)</i>	\$ <u>450.00</u>
• Rental Car	\$ _____
• Other Transportation (Taxi, TNC, Train, Bus)	\$ <u>100.00</u>
• Auto (Gas, Parking/Tolls, Mileage)	\$ _____
B. Lodging	\$ <u>900.00</u>
C. Meals and Incidental Expenses (Per24 Diem)	\$ <u>280.00</u>
D. Seminar and Conference Fees	\$ <u>850.00</u>
E. Entertainment	\$ _____
TOTAL PROJECTED TRAVEL EXPENSES	\$ <u>2,580.00</u>

CERTIFICATION BY TRAVELER

By my signature below, I certify the following:

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

Travelers Signature:  Date: Mar 24, 2022

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

By my signature below, I certify the following:

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

Administrator's Signature: _____ Date: _____

AUTHORITY CLERK CERTIFICATION ON BEHALF OF EXECUTIVE COMMITTEE

I, Arely Valenzuela, certify that this document was approved
(Name of Clerk)
by the Executive Committee at its March 28, 2022 meeting.
(Meeting Date)

2022 BUSINESS OF AIRPORTS

AGENDA

Monday, June 6, 2022

	Finance	Human Resources	Business Diversity	Concessions
8:00 AM - 4:30 PM	Registration			
8:00 AM - 9:00 AM	Networking Breakfast			
9:00 AM - 10:30 AM	Finance Committee Meeting 8:30 AM - 4:30 PM <i>*Open to all registered conference attendees*</i>	Human Resources Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Business Diversity Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>	Commercial Management Committee Meeting 9:00 AM - 10:30 AM <i>*Open to all registered conference attendees*</i>
10:30 AM - 11:00 AM	Networking Break			
11:00 AM - 12:15 PM	Finance Committee Meeting	Human Resources Roundtable	Joint Meeting: Business Diversity Committee and Commercial Management Committee	
12:15 PM - 1:30 PM	Networking Lunch			
1:30 PM - 2:45 PM	Finance Committee Meeting	Joint Meeting: Business Diversity Committee and Human Resources How Can Airports Promote Social Equity?		Commercial Management Airports Only Meeting*
2:45 PM - 3:15 PM	Networking Break			
3:15 PM - 4:30 PM	Finance Committee Meeting	Human Resources Office Innovations Creating a Digitally Friendly Environment	ACDBE Opportunities: Can The Door Be Opened Wider?	Open Networking Time
5:00 PM - 6:30 PM	Welcome Reception			
	Catch up with old friends and make new ones at ACI-NA's welcome reception. It is the perfect opportunity to find out what your colleagues are doing to address the challenges of our ever-changing airport world.			

**Registered conference attendees can attend all sessions unless otherwise noted*

Tuesday, June 7, 2022

8:00 AM - 4:30 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 9:30 AM	Welcome and Opening Remarks		
9:30 AM - 10:30 AM	General Session 1 Uncertainty is the New Certainty – So What Happens Now?		
10:30 AM - 11:00 AM	Networking Break		
11:00 AM - 12:00 PM	Session 2A/B Airport Concessions Strategies & Models - Moving the Needle	Session 2C Finance Session	Session 2D Workforce Expectations – CEO Discussion
12:00 PM - 2:00 PM	Networking Lunch		
2:00 PM - 3:15 PM	Session 3A Using Business Intelligence for Concessions - Develop a Holistic Approach	Session 3B Expanding Opportunity for DEBs & ACDBEs: The Commitment Starts at the Top	Session 3C Finance Session
			Session 3D Airport Workforce Capability and Competency Management- Case Study
3:15 PM - 3:45 PM	Networking Break		
3:45 PM - 5:00 PM	Session 4A/B Airport Tenant Labor - Expensive & In Short Supply- Strategies For Success	Session 4C Finance Session	Session 4D Reframing HR's Role in Organizations Post COVID



Wednesday, June 8, 2022

8:00 AM - 4:00 PM	Registration		
8:00 AM - 9:00 AM	Networking Breakfast		
9:00 AM - 10:00 AM	General Session 2 Diversity, Equity, and Inclusion in the Aviation Business		
10:00 AM - 10:30 AM	Networking Break		
10:30 AM - 11:30 AM	Session 5A/B Regulations vs. Real-Life - ACBDE Practical Solutions for Airport Challenges	Session 5D The Great Resignation - Current Skills and Desired Leadership Competencies	Finance Roundtables by Hub Size Large Hub Medium Hub Small Hub Canadian Airport
11:30 AM - 12:30 PM	Session 6A Airport Concessions - Responding to External Change	Session 6B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	
12:30 PM - 1:30 PM	Networking Lunch		
1:30 PM - 2:45 PM	Session 7A Roundtable with Airlines	Session 7B Attracting, Cultivating and Retaining the Next Generation of Business Diversity Leaders	Session 7D Mental Health; Behaviors in the current Pandemic Environment
2:45 PM - 3:15 PM	Networking Break		
3:15 PM - 4:15 PM	Session 8A/B Increasing Airport Construction Costs - Building Concessions Programs	Session 8C Finance Session	Session 8D Human Resources Meeting Town Hall
5:30 PM - 6:00 PM	Awards Gala Reception <i>Business or Cocktail Attire Suggested</i>		
6:00 PM - 9:00 PM	Awards Gala Dinner <i>Business or Cocktail Attire Suggested</i>		
<p><i>The World Business Partners/Associates Board of Directors meeting will take place on Wednesday, June 8 from 7:30 AM - 9:00 AM</i></p>			