

CERTIFICATION OF CAPITAL INVESTMENT INITIAL CAPITAL INVESTMENT AND MID-TERM REFURBISHMENT FORMS

The following information is required for leasehold improvements as outlined in the Lease Agreement, Article 10: Construction and Capital Investment and Mid-term Refurbishment.

Concessionaire **MUST** complete the applicable form, Initial Capital Investment ([Exhibit A](#)) or Mid-term Refurbishment ([Exhibit B](#)), in its entirety and submit a completed form to the designated point of contact at San Diego County Regional Airport Authority (“Authority”).

Note: Failure to timely submit the Certification of Capital Investment shall relieve the Authority of any obligation regarding unamortized investment in the event of early closure or recapture.

PART 1: INITIAL CAPITAL INVESTMENT OR MIDTERM REFURBISHMENT

(SUBMIT AT BEGINNING OF PROJECT)

Concessionaire shall make a minimum Initial Capital Investment and a Midterm Refurbishment in Leasehold Improvements within the Concession Premises as outlined in their lease agreement. Mid-term Refurbishment includes all refinishing, repair, replacement, redecorating, repainting, and re-carpeting necessary to keep said areas and fixtures in like-new condition

The applicable form must be completed, and “Initial Estimate” box checked, then signed and dated by the Concessionaire’s Certified Financial Officer (“CFO”). A separate form must be completed for each Tenant Improvement (TI) project; do not combine multiple projects onto one form.

PART 2: CERTIFICATION OF INVESTMENT

(SUBMIT AT END OF PROJECT)

The applicable form must be completed and “Final Certified Amount” box checked, then signed and dated by the Concessionaire’s CFO. A separate form must be completed for each TI project; do not combine multiple projects onto one form.

The information below must be delivered and substantiated by backup documentation (see Item B below for allowable documentation) as outlined in the Lease Agreement:

- A. Capital Investment subject to amortization shall be certified to Authority within **(90) days** after installation on the Concession Premises, supported by receipts and lien waivers from the contractors used to design and construct the Approved Project (the “Certification”).
- B. The Certification shall be submitted within **(90) days** of the completion of each Approved Project, including:
 1. Using the Category Description on the forms, clearly label and submit backup documentation for each applicable Category. Total amount(s) in the documentation should match the line item for each Category declared on the

form.

2. Acceptable backup documentation includes lien waivers from each contractor, payment applications, paid invoices, receipts, and copies of checks issued to show proof of costs incurred and paid for each Category.
 3. An electronic Capital Investment Audit Report (Excel) will be provided by Authority to Concessionaire after Contract Execution or Project approval to utilize during the project to assist in documenting expenditures to meet lease requirements. Concessionaire is responsible for ensuring the Audit Report is accurately and fully completed.
- C. Provide documentation for required minimum initial Capital Investment in Leasehold Improvements or minimum dollars per square foot in Mid-term Refurbishment requirement.

Excluded Capital Investment Costs

The costs of inventory, small wares, soft costs (excluding architectural and engineering costs), costs of doing business, and lost profits shall not be included in the calculation of the Capital Investment.

Any investments by Concessionaire in Leasehold Improvements to the Support Premises shall not be considered toward the minimum Capital Investment or as part of the Concession Premises Leasehold Improvements.

SUBMITTAL

Concessionaire must submit the completed certified form with all documentation AND Excel file to:

ADC TI Project Assistant, Airport Design & Construction
San Diego County Regional Airport Authority
PO Box 82776
San Diego, CA 92138
TIP@san.org

An electronic copy should be emailed to the assigned contract manager in Revenue Generation and Partnership Development (RGPD) Department.

EXHIBIT A

CERTIFIED INITIAL CAPITAL INVESTMENT FORM

 Initial Estimate

 Final Certified Amount

Tenant Name: _____

Minimum CapEx Defined in Lease: \$ _____

Terminal/Location: _____

Total Square Footage (SF) of Premises: _____

Project Name/ID: _____

Minimum CapEx per SF (if applicable) \$ _____

Completion Date: _____

Turnover Date: _____



Category Description	Certified Amount
ARCHITECTURAL AND DESIGN <ul style="list-style-type: none"> • Maximum allowable = 15% of total certified costs submitted 	\$ _____
CONSTRUCTION <ul style="list-style-type: none"> • includes permit fees, special inspections, consulting, and construction management 	\$ _____
CABINERY/MILLWORK <ul style="list-style-type: none"> • includes only permanent fixtures and installations 	\$ _____
POINT OF SALE (POS) SYSTEM AND INFRASTRUCTURE <ul style="list-style-type: none"> • includes cabling, POS System, public safety standards 	\$ _____
KITCHEN EQUIPMENT <ul style="list-style-type: none"> • includes permanent specialty systems, hood systems, fire safety equipment • excludes merchandise, inventory, and small wares (e.g. plates, glasses, silverware, holders, etc. and removable appliances/equipment) 	\$ _____
FURNITURE AND DECOR <ul style="list-style-type: none"> • includes only permanent fixtures and installations mounted to wall, floor and/or ceiling 	\$ _____
SIGNAGE AND LIGHTING <ul style="list-style-type: none"> • includes only permanent signage and digital menu boards, blade signs, and lighting 	\$ _____
TEMPORARY RETAIL MERCHANDISING UNIT (RMU) AND INFRASTRUCTURE <ul style="list-style-type: none"> • excludes merchandise, inventory, and small wares 	\$ _____
TOTAL CERTIFIED COSTS	\$ _____

As of the date signed below, and to the best of our knowledge and belief, we hereby certify that the amounts listed above represent the recorded capital expenditure for the project referenced.

 Chief Financial Officer

 Date

EXHIBIT B

MID-TERM REFURBISHMENT FORM

Initial Estimate Final Certified Amount

Tenant Name: _____ Minimum \$ per Sq. Foot Defined in Lease: \$ _____
 Terminal/Location: _____ Total Square Footage of Premises: X _____
 Project Name/ID: _____ Minimum Mid-Term Requirement: = \$ _____
 Completion Date: _____



Category Description	Certified Amount
ARCHITECTURAL AND DESIGN <ul style="list-style-type: none"> Maximum allowable = 15% of total certified costs submitted 	\$ _____
CONSTRUCTION <ul style="list-style-type: none"> includes repair, replacement, repainting, re-carpeting, permit fees, special inspections, consulting, and construction management 	\$ _____
CABINERY/MILLWORK <ul style="list-style-type: none"> includes refinishing, repair, and replacement of only permanent fixtures 	\$ _____
POINT OF SALE (POS) SYSTEM AND INFRASTRUCTURE UPGRADES <ul style="list-style-type: none"> includes cabling, upgrades to POS System, public safety standards 	\$ _____
KITCHEN EQUIPMENT <ul style="list-style-type: none"> includes upgrades to permanent specialty systems, hood systems, fire safety equipment excludes merchandise, inventory, and small wares (e.g. plates, glasses, silverware, holders, etc. and removable appliances/equipment) 	\$ _____
FURNITURE AND DECOR <ul style="list-style-type: none"> includes redecorating and repair and replacement of only permanent fixtures and installations mounted to wall, floor and/or ceiling 	\$ _____
SIGNAGE AND LIGHTING <ul style="list-style-type: none"> includes repair and replacement of only permanent signage and digital menu boards, blade signs and lighting 	\$ _____
TEMPORARY RETAIL MERCHANDISING UNIT (RMU) AND INFRASTRUCTURE <ul style="list-style-type: none"> excludes merchandise, inventory, and small wares 	\$ _____
TOTAL CERTIFIED COSTS	\$ _____

As of the date signed below, and to the best of our knowledge and belief, we hereby certify that the amounts listed above represent the recorded capital expenditure for the project referenced.

Chief Financial Officer

Date