



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: John Aitken

SUBJECT: SEE BELOW

DATE: 7/18/2023

Approved

Date

7/18/23

INFORMATION

SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF APRIL 1 – JUNE 30, 2023

EXECUTIVE SUMMARY

The San José Municipal Code authorizes the Director of Aviation to negotiate and execute Agreements, Permits, Licenses and Leases on behalf of the City. In accordance with the Municipal Code's reporting guidelines, this memorandum details actions taken under the delegation of authority to the Director of Aviation for the fourth quarter of FY 2022-2023 (April 1 - June 30). During this reporting period, the Director of Aviation approved actions to execute: (2) airport premise lease agreements, (1) airport premise lease amendment, (1) right of entry agreement, (1) telephony agreement, (2) small concession amendment, (1) ground handling permit, (7) car rental and lease amendments, and (12) ground transportation permits.

This activity is summarized in the Attachment.

COORDINATION

Preparation of this report has been coordinated with the Office of the City Attorney.

/s/
JOHN AITKEN, A.A.E.
Director of Aviation

For questions, please contact John Aitken, Director of Aviation at (408) 392-3610.

Attachment

ATTACHMENT

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION
FOURTH QUARTER OF FY 2022-2023 (APRIL 1 – JUNE 30)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	4/21/2023	Rodan Builders Inc Lease Of Airport Premises Agreement No. 10748-LE-23	Section 25.08.1340 of the S.J.M.C.	\$24,587	3/1/2023 – 11/30/2025
2	4/26/2023	Our City Forest Option 2 of 5 To Extend - Lease Of Airport Premises - Ground Lease Agreement No. 10636-LE-18	Resolution No. 80288	\$0	5/1/2023 – 4/30/2024
3	5/1/2023	G.A.T. Ground Support Inc. Ground Handling Services Permit Agreement No. 10750-PT-23	Provision 25.08.350 of the S.J.M.C.	\$200 per Month	5/1/2023 – Month to Month
4	5/3/2023	Department of General Services Real Estate Services Division Lease Management Lease of Airport Premises at 1433 Airport Blvd. Agreement No. 10800-LE-22	Provision 25.08.1340 of the S.J.M.C.	\$147,468	5/1/2023 – 6/30/2024
5	5/4/2023	Certified Folder Display Service, Inc. 6 th Amendment To Small Concession Agreement No. 10289-CA-07-6	Provision 25.08.1340 of the S.J.M.C.	\$12,693	6/1/2023 – 5/31/2026
6	5/13/2023	Blueberry Technology Inc Right of Entry Agreement	Provision 25.08.1340 of the S.J.M.C.	\$0	5/13/2023 – 5/13/2024
7	5/15/2023	ZIPAIR Tokyo, Inc. Airport Shared Tenant Services Telephony At Norman Y. Mineta Int'l Airport Agreement No. 10746-CO-23	City Manager Memo dated 9/17/2009	\$324	10/1/2022 – 10/1/2023
8	5/19/2023	Avis Budget Car Rental LLC 6 th Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10294-OA-07-6	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
9	5/19/2023	DTG Operations, Inc 7 th Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10295-OA-07-7	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
10	5/19/2023	Enterprise Rent-A-Car Co Of San Francisco, LLC 7 th Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10296-OA-07-7	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
11	5/19/2023	Fox Rent A Car, Inc. 7 th Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10297-OA-07-7	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
12	5/19/2023	NoCal Rentals Inc dba Payless Car Rental 3 rd Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10446-OA-11-3	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
13	5/19/2023	Sixt Rent A Car, LLC 2 nd Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10470-OA-12-2	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
14	5/19/2023	The Hertz Corporation 6 th Amendment To On-Airport Rental Car Operations And Lease Agreement No. 10298-OA-07-6	Resolution No. RES2023-88	\$0	7/1/2020 – 6/30/2030
15	5/25/2023	Prepango LLC 1 st Amendment To Small Concession Agreement No. 10675-CA-19-1	Provision 25.08.1340 of the S.J.M.C.	\$987	5/24/2023 – 5/14/2026
16-27	4/19/2023 – 6/29/2023	Execution of (12) Permits for Ground Transportation Providers	Section 28.08.700 of the S.J.M.C.	\$200 per Permit	4/19/2023 – 6/30/2025

