

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Kimberly J. Becker

**SUBJECT:** SEE BELOW

**DATE:** May 18, 2015

Approved

*D. D. Syl*

Date

*5/18/15*

## INFORMATION

**SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF JANUARY 1, 2015 THROUGH MARCH 31, 2015.**

The San José Municipal Code authorizes the Director of Aviation to negotiate and execute Operating 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 third quarter of FY 2014-2015 (January 1, 2015 through March 31, 2015). During this reporting period, the Director of Aviation approved actions to: (1) execute lease, right of entry, and ground vehicle fuel agreements; and (2) execute ground transportation permits.

This activity is summarized in Attachment A.

## COORDINATION

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

/s/

KIMBERLY J. BECKER  
Director of Aviation

For more information, contact Kimberly J. Becker, Director of Aviation, at (408) 392-3610

Attachment A

**ATTACHMENT A**

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION  
3rd QUARTER 2014-2015 (JANUARY-MARCH 2015)**

<b>#</b>	<b>Date</b>	<b>Description of Contract</b>	<b>Muni Code Citation</b>	<b>Annual Value</b>	<b>Term</b>
1	01/09/2015	Execution of a Right of Entry Agreement by and between Signature Flight Support 10528-RE-14	SJMC 25.08.1340	\$10.00	01/09/15-07/08/15
2	03/02/2015	Execution of a Lease of Airport Premises Between the City of San Jose and Fry's Electronics, Inc. 10532-LE-15	SJMC 25.08.1340	\$81,576.77	03/02/15-07/31/15
3	03/16/2015	Execution of a Ground Support Vehicle Fuel Agreement By and Between the City of San Jose and Airport Terminal Services, Inc. 10491-CO-13	Resolution 62789 and CMO Delegation Memo dated 09/02/11	\$3,333.33 annually	03/16/15-03/15/18
4	03/16/2015	Execution of a Lease of Airport Premises between the City of San Jose and Morpho Detection, LLC. 10525-LE-14	SJMC 25.08.1340	\$38,762.66 annually	03/16/15-03/15/18
5	03/16/2015	Execution of 1 Airport Access Permit for On-Demand Taxicab Service	SJMC 25.08.710	\$295 per Permit per Month	Month to Month
6-14	01/01/2015-03/31/2015	Execution of 9 Ground Transportation Permits for Ground Transportation Providers	SJMC 25.08.710	\$200 per Permit	Permit is valid through June 2015