

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Kimberly J. Becker

SUBJECT: SEE BELOW

DATE: March 21, 2017

Approved

D. D. S. L.

Date

3/23/17

INFORMATION

SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF OCTOBER 01-DECEMBER 31, 2016.

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 second quarter of FY 2016-2017 (October 01-December 31, 2016). During this reporting period, the Director of Aviation approved actions to: (1) execute right of entry, and small concession agreements, (2) amendments to airline-airport lease and operating agreement and small concession agreement, and; (3) execute ground transportation and commercial operation 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
SECOND QUARTER OF FY 2016-2017 (OCTOBER 01-DECEMBER 31)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	10/27/16	Execution of Airport Commercial Operation Permit Authorizing the Conducting of Ground Handling Services at Norman Y. Mineta San José International Airport by McGee Air Services, Inc. 10592-PT-16	S.J.M.C. 25.08.350	\$400,000	Effective 11/01/16 and month-to-month thereafter
2	11/22/2016	Execution of Small Concession Agreement by and between the City of San José and Shade Saver Inc. dba Opticwash 10584-CA-16	S.J.M.C. 25.08.1340	\$14,400	Effective 3 years from the Commencement Date
3	11/22/2016	Execution of a Right of Entry between the City of San José and Clark Pacific 10595-RE-16	S.J.M.C. 25.08.1340	\$2017.00	11/21/2016-12/17/2016
4	12/01/2016	Execution of a Right of Entry between the City of San José, FMC Corporation and Avbase San José, LLC.	S.J.M.C. 25.08.1340	\$0.00	12/01/2016-04/01/2026
5	12/01/2016	Execution of a Right of Entry between the City of San José and FMC Corporation	S.J.M.C. 25.08.1340	\$0.00	12/01/2016-04/01/2026
6	12/13/2016	Execution of the Fourth Amendment to Airline-Airport Lease and Operating Agreement for Norman Y. Mineta San José International Airport by and between the City of San José and JetBlue Airways Corporation 10395-OA-09-4	Resolution 75950	\$40,844.56	08/01/2010-06/30/2017

7	12/14/2016	Execution of a Right of Entry between the City of San José and Avatarmind Inc. 10594-RE-16	S.J.M.C. 25.08.1340	\$0.00	12/14/2016- the completion of the program.
8	12/21/2016	Execution of a Fourth Amendment to Small Concession Agreement between the City of San José and Airport Mailers, Inc. 10191-CA-04-04	S.J.M.C. 25.08.1340	\$1,200	01/06/2005- 12/31/2019
9- 27	10/01/2016- 12/31/2016	Execution of 19 Ground Transportation Permits for Ground Transportation Providers	S.J.M.C. 25.08.710	\$200 per Permit	Permit is valid through June 2018