



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** John Aitken

**SUBJECT:** SEE BELOW

**DATE:** November 8, 2019

Approved

Date

11-12-19

## INFORMATION

**SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF JULY 1 - SEPTEMBER 30, 2019**

## 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 first quarter of FY 2019-2020 (July 1 - September 30, 2019). During this reporting period, the Director of Aviation approved actions to: (1) Execute Cargo Operating Agreement; (2) Execute Commercial Operating Permit; (3) Execute Concession Agreement and Amendment; (4) Execute Ground Transportation Permits; (5) Execute Lease Amendments; (6) Execute Non-Signatory Operating Agreements; (7) Execute Right of Entry Agreements; (8) Execute Signatory Lease and Operating Agreement; and (9) Execute a Telephony Amendment.

This activity is summarized in Attachment A.

## 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 A

**ATTACHMENT A**

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION  
FIRST QUARTER OF FY 2019-20 (JULY 1-SEPTEMBER 30)**

<b>#</b>	<b>Date</b>	<b>Description of Contract</b>	<b>Muni Code Citation</b>	<b>Annual Value</b>	<b>Term</b>
1	7/3/2019	Second Amendment to Lease of Airport Premises between City of San José and Smiths Detection, Inc. (as assigned by Smiths Detection, LLC) 10525-LE-14-2	Provision 25.08.1340 of the S.J.M.C.	\$46,800	3/16/2015 - 3/15/2020
2	7/3/2019	Third Amendment to Lease of Airport Premises between City of San José and Cal-Air Aviation 10412-LE-10-3	Provision 25.08.1340 of the S.J.M.C.	\$8,800	8/4/2010 - 6/30/2022
3	7/11/2019	Airline-Airport Cargo Operating Agreement between City of San José and United Parcel Service, Co. 10673-OA-19	Resolution 78954	\$356,689	7/1/2019 - 6/30/2029
4	7/17/2019	First Amendment to Lease of Airport Premises between City of San José and Our City Forest 10636-LE-18-1	Provision 25.08.1340 of the S.J.M.C.	\$83,635	5/1/2018 - 5/1/2020
5	7/17/2019	Third Amendment to Lease of Airport Premises between City of San José and American Airlines 10440-LE-11-3	Resolution 78954	\$186,660	11/21/2011 - 6/30/2021
6	7/17/2019	Third Amendment to Lease of Airport Premises between City of San José and United Parcel Service, Co. 10292-LE-07-3	Resolution 78954	\$220,000	7/1/2008 - 6/30/2024
7	7/9/2019	Airline-Airport Lease and Operating Agreement between City of San José and JetBlue Airways Corporation 10659-OA-19	Resolution 78954	\$2,171,548	7/1/2019 - 6/30/2029

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
8	7/3/2019	Airline-Airport Cargo Operating Agreement between City of San José and Federal Express Corporation 10674-OA-19	Resolution 78954	\$458,884	7/1/2019 - 6/30/2029
9	7/3/2019	Airline-Airport Lease and Operating Agreement between City of San José and American Airlines 10647-OA-19	Resolution 78954	\$6,887,895	7/1/2019 - 6/30/2029
10	7/17/2019	Airport Commercial Operating Permit between City of San José and PrimeFlight Aviation Services, Inc. 10671-PT-19	Provision 25.08.350 of the S.J.M.C.	\$100,000	7/10/2019 - month-to- month
11	8/8/2019	Airline-Airport Non-Signatory Operating Agreement between City of San José and Compass Airlines, LLC 10655-OA-19	Resolution 78954	\$0	7/1/2019 - 6/30/2029
12	8/21/2019	Third Amendment to Lease of Airport Premises between City of San José and PrimeFlight Aviation Services, Inc. 10432-LE-10-3	Provision 25.08.1340 of the S.J.M.C.	\$14,000	11/1/2010 - 10/31/2021
13	8/7/2019	Third Amendment to Lease of Airport Premises between City of San José and Southwest Airlines Co. 10263-LE-07-3	Resolution 78954	\$104,803	8/25/2009 - 6/30/2024
14	8/7/2019	Right of Entry Agreement between City of José and Idemia Identity & Security USA, LLC 10676-RE-19	Provision 25.08.1340 of the S.J.M.C.	\$0	8/7/2019 - completion of entrant's activities
15	8/27/2019	Right of Entry Agreement between City of San José and Wirelesswerx, Inc. dba iinside	Provision 25.08.1340 of the S.J.M.C.	\$0	8/6/2019 - 8/5/2021

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
16	9/10/2019	Fifth Amendment to Concession Agreement between City of San José and Airport Mailers, Inc. 10191-CA-04-5	Provision 25.08.1340 of the S.J.M.C.	\$1,200	1/6/2005 - 12/31/2022
17	9/10/2019	First Amendment to Telephony Agreement between City of San José and Host International, Inc. (as assigned by Pacific Gateway Concessions LLC) 10507-CO-13-1	Delegation of Authority from City Manager dated 9/7/2009	\$2,915	12/16/2013 - 6/30/2020
18	9/10/2019	First Amendment to Lease of Airport Premises between City of San José and Host International, Inc. (as assigned by Pacific Gateway Concessions, LLC) 10567-LE-16-1	Provision 25.08.1340 of the S.J.M.C.	\$7,113	5/9/2016 - 6/30/2020
19	9/11/2019	Third Amendment to Lease of Airport Premises between City of San José and Host International, Inc. (as assigned by Pacific Gateway Concessions LLC) 10568-LE-16-3	Provision 25.08.1340 of the S.J.M.C.	\$22,927	5/9/2016 - 6/30/2020
20	8/27/2019	Small Concession Agreement between City of San José and @YOURGATE, LLC 10678-CA-19	Provision 25.08.1340 of the S.J.M.C.	\$5,000	9/19/2019 - 9/18/2022
21-27	8/12/2019-9/25/2019	Execution of seven (7) Permits for Ground Transportation Providers	S.J.M.C. 25.08.710	\$200 per Permit	7/31/2019-6/30/2021

