

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Mukesh (Mookie) Patel

SUBJECT: SEE BELOW

DATE: September 9, 2024

Approved



Date

9/9/24

INFORMATION

SUBJECT: Report on Activities Undertaken by the Director of Aviation under the Delegation of Authority Ordinance for the Period of October 1 – December 31, 2023

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 Fiscal Year 2023-2024 (October 1 - December 31). During this reporting period, the Director of Aviation approved actions to execute: four airport premise lease amendments, two airline-airport and operating amendments, two food and beverage concession amendments, one ground handling services operation permit, one small concession amendment, one sublease to airport premises amendment and eight ground transportation permits.

This activity is summarized in the Attachment.

COORDINATION

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

/s/

MUKESH (MOOKIE) PATEL, C.M.
Director of Aviation

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

ATTACHMENT – Actions taken by the Director of Aviation – Second Quarter of Fiscal Year 2023-2024 (October 1 – December 31, 2023)

Attachment

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION
SECOND QUARTER OF Fiscal Year 2023-2024 (OCTOBER 1 - DECEMBER 31)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	10/23/2023	PrimeFlight Aviation Services, Inc. 5 th Amendment to Lease of Airport Premises Agreement No. 10432-LE-10-5	Section 25.08.1340 of the S.J.M.C	\$17,633	10/23/2023 – 10/31/2026
2	10/27/2023	Southwest Airlines Co. 2 nd Amendment to Airline-Airport Lease and Operating Agreement No. 10653-OA-19-2	Resolution No. 80748	\$0	10/27/2023 – 6/30/2029
3	10/30/2023	Hawaiian Airlines, Inc. 2 nd Amendment to Airline-Airport Lease and Operating Agreement 10658-OA-19-2	Resolution No. 80748	\$0	10/30/2023 – 6/30/2023
4	11/16/2023	Alvest Equipment Services (USA) LLC Ground Handling Services Permit Agreement No. 10755-PT-23	Provision 25.08.350 of the S.J.M.C.	\$200 per Month	11/16/2023 – Month to Month
5	11/29/2023	Bayport Concessions LLC 2 nd Amendment to Lease of Airport Premises Agreement No. 10730-LE-22-2	Resolution No. 80283 and 80289	\$28,102	11/29/2023 – 6/30/2038
6	11/29/2023	Elevate Gourmet Brands-SFO Group 1 st Amendment to Lease of Airport Premises Agreement No. 10731-LE-22-1	Resolution No. 80283	\$26,157	11/29/2023 – 6/30/2038
7	11/30/2023	Drop Water Corporation 3 rd Amendment to Small Concessions Agreement No. 10631-CA-18-3	Provision 25.08.1340 of the S.J.M.C.	\$0	11/30/2023 – 11/30/2027
8	11/30/2023	SSP America SJC, LLC 1 st Amendment to Lease Airport Premises Agreement No. 10691-LE-19-1	Resolution No. 80289	\$81,519 After 1/1/28 \$163,038	11/30/2023 – 6/30/2036
9	12/1/2023	Bayport Concessions LLC 4 th Amendment to Food and Beverage Concessions Agreement No. 10670-CA-19-4	Resolution No. 80283	\$0	12/1/2023 – 6/30/2038
10	12/5/2023	SSP America SJC, LLC 2 nd Amendment to Food and Beverages Concessions Agreement No. 10664-CA-19-2	Resolution No. 80283	\$0	12/5/2023 – 6/30/2036

Attachment

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION
SECOND QUARTER OF Fiscal Year 2023-2024 (OCTOBER 1 - DECEMBER 31)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
11	12/15/2023	American Airlines 2 nd Amendment Sublease Agreement No.10440-LE-11-2	Resolution No. 78954	\$0	7/1/2023 - 6/30/2029
12-19	10/6/2023 - 12/14/2023	Execution of (8) Permits for Ground Transportation Providers	Section 28.08.700 of the S.J.M.C.	\$200 per Permit	10/7/2023 - 6/30/2025

