



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: John Aitken

SUBJECT: SEE BELOW

DATE: February 24, 2023

Approved

Date

02/24/23

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, 2022

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 2022-2023 (October 1 - December 31). During this reporting period, the Director of Aviation approved actions to execute: (1) commercial operating permit amendment, (4) airport premise lease agreement and amendment, (2) operating agreement and amendment, (1) ground handling services operation permit, (1) small concession amendment, (1) film permit, and (23) 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 SECOND QUARTER OF FY 2022-2023 (OCTOBER 1 - DECEMBER 31)

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	11/3/2022	Alaska Airlines 4 th Amendment to Lease of Airport Premises Agreement 10419-LE-10-4	Res. 78954	\$524,016	7/1/2019 – 6/30/2024
2	11/8/2022	Alaska Airlines 1 st Amendment to Lease and Operating Agreement 10652-OA-19-1	Res. 78954	\$0	1/1/2020 – 6/30/2029
3	11/29/2022	WSE Group Inc Lease of Airport Premises Agreement 10730-LE-22	Res. 80289	\$19,249	11/29/2022 – 6/30/2035
4	12/5/2022	ZIPAIR Tokyo Inc. Airline – Airport Non-Signatory Operating Agreement 10733-OA-22	Res. 78954	\$487,500	12/5/2022 – 6/30/2029
5	12/5/2022	ZIPAIR Tokyo Inc. Lease of Airport Premises Agreement 10734-LE-22	Section 25.08.310 of the S.J.M.C.	\$44,804	10/1/2022– 9/30/2025
6	12/5/2022	Bank of America, National Association 1 st Amendment to Small Concession Agreement 10540-CA-15-1	Res. 80283	\$300,000	1/1/2023 – 12/31/2025
7	12/8/2022	Japan Airlines Co LTD Airport Commercial Operation Permit for Ground Handling Services Agreement 10727-PT-22	Section 25.08.350 of the S.J.M.C.	\$2,400	12/8/2022 – 9/14/2025
8	12/8/2022	Japan Airlines Co LTD Lease of Airport Premises Agreement 10728-LE-22	Section 25.08.1340 of the S.J.M.C.	\$2,013	9/15/2022 – 9/14/2025
9	12/9/2022	Southwest Airlines 2 nd Amendment to Provisioning Facility Ground Lease Service Agreement 10315-LE-08-2	Res. 78954	\$0	12/9/2022 – 10/7/2028
10	12/19/2022	Execution of one (1) Film Permit at SJC	Section 28.08.1340 of the S.J.M.C.	\$17,790	12/19/2022 – 12/21/2022
11 -33	10/3/2022 – 12/21/2022	Execution of (23) Permits for Ground Transportation Providers	Section 28.08.700 of the S.J.M.C.	\$200 per Permit	10/3/2022 – 6/30/2023

