

# SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

## SPECIAL MEETING AGENDA

THURSDAY, DECEMBER 21, 2023

5:00 PM

MAIN AUDITORIUM – Norton Regional Event Center – 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base for the economic benefit of the East Valley

### **Frank J. Navarro, President**

*Mayor, City of Colton*

### **Rhodes Rigsby, Vice President**

*Councilmember, City of Loma Linda*

### **Penny Lilburn, Secretary**

*Mayor, City of Highland*

### **COMMISSION MEMBERS:**

#### **Dawn Rowe**

*Supervisor, County of San Bernardino*

#### **Helen Tran**

*Mayor, City of San Bernardino*

#### **Theodore Sanchez**

*Councilmember, City of San Bernardino*

### **ALTERNATE COMMISSION MEMBERS:**

#### **Phillip Dupper**

*Mayor, City of Loma Linda*

#### **Joe Baca, Jr.**

*Supervisor, County of San Bernardino*

#### **Larry McCallon**

*Mayor Pro Tem, City of Highland*

#### **Fred Shorett**

*Councilmember, City of San Bernardino*

#### **John Echevarria**

*Councilmember, City of Colton*

- Full agenda packets are available at the SBIAA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Public Meetings/Agenda section of our website at [www.sbiaa.org](http://www.sbiaa.org). Office hours are 8:00 a.m. to 5:00 p.m., Monday-Friday.
- Recordings of the SBIAA Commission meetings are available in the Public Meetings/Agenda section of our website at [www.sbiaa.org](http://www.sbiaa.org).
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SBIAA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable SBIAA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are not on the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.
- An additional three minutes will be allotted to those who require translation services.

**ORDER OF BUSINESS - CLOSED SESSION**

This meeting of the governing Commissions of the San Bernardino International Airport Authority will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting

- **CALL TO ORDER**
- **CLOSED SESSION PUBLIC COMMENT**
- **LEGAL COUNSEL RECITES CLOSED SESSION ITEMS**
- **RECESS TO CLOSED SESSION**

**A. CALL TO ORDER / ROLL CALL**

**B. CLOSED SESSION PUBLIC COMMENT**

The Closed Session Public Comment portion of the San Bernardino International Airport Authority Commission meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting. An additional three minutes will be allotted to those who require translation services

**C. CLOSED SESSION**

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session

- a. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d)(2) - significant exposure to litigation: one case
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: Portions of APN: 028-010-127

Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer, Dan Otting, President, Fleet Services, Inc.

Under negotiations: Instructions will be given to the SBIAA negotiator concerning availability of property terms and price.

**D. REPORT ON CLOSED SESSION**

Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

**ORDER OF BUSINESS - OPEN SESSION**

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

**E. ITEMS TO BE ADDED OR DELETED**

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the San Bernardino International Airport Authority Commission subsequent to the posting of the agenda.

**F. CONFLICT OF INTEREST DISCLOSURE**

1. POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) COMMISSION MEETING OF DECEMBER 21, 2023 [**PRESENTER:** Jennifer Farris, Assistant Secretary of the Commission; **PAGE#:** 006]

**G. INFORMATIONAL ITEMS**

It is intended that the following subject matters and their attachments are submitted to the Board members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items

- a. INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER'S REPORT [**PRESENTER:** Michael Burrows, Chief Executive Officer **PAGE#:** 048]
- b. INFORMATIONAL ITEMS – REPORT ON BREEZE AIRWAYS [**PRESENTER:** Mark Gibbs, Director of Aviation **PAGE#:** 049]
- c. INFORMATIONAL ITEMS – STATUS OF FUEL FARM PROJECT [**PRESENTER:** Jeff Barrow, Director of Development **PAGE#:** 050]
- d. INFORMATIONAL ITEMS – REPORT ON AUDIT [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 051]

**H. COMMISSION CONSENT ITEMS**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Committee at one time unless the Board directs that an item be held for further discussion.

3. REGISTER OF DEMANDS FOR NOVEMBER 2023 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 052]

4. REGISTER OF DEMANDS FOR DECEMBER 2023 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 060]
5. RECEIVE AND FILE TREASURER'S REPORT FOR SEPTEMBER 30, 2023 FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 069]
6. RECEIVE AND FILE TREASURER'S REPORT FOR OCTOBER 31, 2023 FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 072]
7. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH BODELL CONSTRUCTION COMPANY FOR THE FUEL FARM INTERNAL FLOATING ROOF PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS [**PRESENTER:** Jeff Barrow, Director of Development **PAGE#:** 075]
8. RATIFY THE SOLICITATION OF A REQUEST FOR PROPOSALS FOR ALARM MONITORING SERVICES [**PRESENTER:** Mark Gibbs, Director of Aviation **PAGE#:** 080]
9. APPROVE THE PURCHASE OF A SOLAR THERMAL SYSTEM WITH RG RESOURCE TECHNOLOGIES, INC. FOR THE AIRPORT FIRE STATION (BUILDING NO. 680) IN AN AMOUNT NOT TO EXCEED \$70,716.00 [**PRESENTER:** Jeff Barrow, Director of Development **PAGE#:** 082]
10. APPROVE MEETING MINUTES: OCTOBER 25, 2023 [**PRESENTER:** Jennifer Farris, Assistant Secretary of the Commission **PAGE#:** 090]

**I. COMMISSION ACTION ITEMS**

11. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2023-2024 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#:** 098]
12. APPROVE LEASE AMENDMENT NO. 1 WITH THUNDER INTERNATIONAL GROUP, INC. (THUNDER) FOR BUILDING NO. 56 [**PRESENTER:** Darrell Hale, Property Manager **PAGE#:** 101]
13. APPROVE AWARD OF A PROFESSIONAL SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. IN AN AMOUNT NOT TO EXCEED \$408,126 FOR THE AOA ACCESS ROAD PROJECT [**PRESENTER:** Mark Gibbs, Director of Aviation **PAGE#:** 112]
14. APPROVE THE AWARD OF A CONSTRUCTION CONTRACT WITH MATICH CORPORATION IN THE AMOUNT OF \$1,341,626 FOR THE AOA VEHICLE ACCESS ROAD PROJECT; SUBJECT TO FINAL GRANT AWARD BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL AVIATION ADMINISTRATION (FAA) [**PRESENTER:** Jeff Barrow, Director of Development **PAGE#:** 147]
15. REVIEW STATUS OF THE ACTION PLAN FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT



AUTHORITY (SBIAA) THROUGH DECEMBER 31, 2023 **[PRESENTER: Michael Burrows,**  
Chief Executive Officer **PAGE#: 150]**

**J. ADDED AND DEFERRED ITEMS**

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

**K. OPEN SESSION PUBLIC COMMENT**


Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public. An additional three minutes will be allotted to those who require translation services.

**L. COMMISSION MEMBER COMMENT**

Commission members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

**M. ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the San Bernardino International Airport Authority Commission, Wednesday, January 24, 2024.

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 1</p> <p><b>PRESENTER:</b> Jennifer Farris, Assistant Secretary of the Commission</p>
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**SUBJECT: POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) COMMISSION MEETING OF DECEMBER 21, 2023**

### **SUMMARY**

This agenda contains recommendations for action relative to certain contractors/principals and their respective subcontractors. Care should be taken by each Commission member to review and consider the information provided herein to ensure they are in compliance with applicable conflict of interest laws.

### **RECOMMENDED ACTION(S)**

Receive for information and consideration in accordance with applicable conflict of interest laws.

### **FISCAL IMPACT**

None.

PREPARED BY:	Jillian Ubaldo
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

## **BACKGROUND INFORMATION**

The potential conflicts information provided in this report is intended to be used as a means for each voting member to verify campaign contributions from their individual campaign records. The following information is considered to be complete only to the best knowledge that has been disclosed to staff by the following listed contractors and in many instances may not be complete as of the date of publication of the agenda. Staff will endeavor to provide updates and supplements to the disclosure information to the extent additional contractor disclosure information becomes known to staff at or prior to each particular meeting time.

In addition to other provisions of law which prohibit San Bernardino International Airport Authority (SBIAA) Commission members from having financial interests in the contracts of public agencies, the provisions of California Government Code Section 84308 prohibit individual SBIAA Commission members from participating in any Commission proceeding involving a license, permit, or other entitlement for use pending before the Commission, if the individual member has received a contribution of more than two hundred fifty dollars (\$250.00) within the preceding twelve (12) months or for three (3) months following any such Commission proceeding, from any person, company or entity who is the subject of the proceeding, including parent-subsidary and certain otherwise related business entities as defined in the California Code of Regulations, Title 2, Division 6, Section 18438.5, or from any person who actively supports or opposes a particular decision in the proceeding and who has a financial interest in such decision, as defined in California Government Code Section 87103.

The restrictions of Government Code Section 84308 do not apply if the individual member returns the contribution within thirty (30) days from the time they know, or should have known, about the contribution and the proceeding.

This agenda contains recommendations for action relative to the following contractors/principals and their respective subcontractors (as informed to SBIAA staff by the Principals):

<b><u>Agenda Item No.</u></b>	<b><u>Contractors/Tenants</u></b>	<b><u>Subcontractors/Subtenants</u></b>
C.b.	<u>Fleet Services, Inc.</u> Dan Otting, President	None.
7.	<u>Bodell Construction Company</u> Michael J. Bodell Sr., CEO Michael J. Bodell II, President Nat Young, Project Manager	None.
9.	<u>RG Resource Technologies, Inc.</u> Rob Kornahrens, CEO Garth Schultz, President Cynthia Schultz, Executive Director	None.

	Scott Alpert, Director of Sale and Marketing	
12.	<u>Thunder International Group, Inc.</u> MingMing Wang	None.
13.	<u>AECOM Technical Services, Inc.</u> See attached list.	See attached list.
14.	<u>Matich Corporation</u> Robert M . Matich, President Randal S. Valadez, Vice President, Treasurer, Secretary Jason G. Jones, Vice President – Estimating Jacob O. Reade, Vice President – Operations	See attached list.

**Attachments:**

1. California Government Code §§ 84308 and 87103.
2. California Code of Regulations, Title 2, Division 6, §18438.
3. Matich Subcontractors Lists.
4. AECOM Technical Services, Inc. Company Information Sheet.

CALIFORNIA CODES  
GOVERNMENT CODE  
SECTION 84308

**84308.** (a) The definitions set forth in this subdivision shall govern the interpretation of this section.

(1) "Party" means any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.

(2) "Participant" means any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision, as described in Article 1 (commencing with Section 87100) of Chapter 7. A person actively supports or opposes a particular decision in a proceeding if he or she lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.

(3) "Agency" means an agency as defined in Section 82003 except that it does not include the courts or any agency in the judicial branch of **government**, local governmental agencies whose members are directly elected by the voters, the Legislature, the Board of Equalization, or constitutional officers. However, this section applies to any person who is a member of an exempted agency but is acting as a voting member of another agency.

(4) "Officer" means any elected or appointed officer of an agency, any alternate to an elected or appointed officer of an agency, and any candidate for elective office in an agency.

(5) "License, permit, or other entitlement for use" means all business, professional, trade and land use licenses and permits and all other entitlements for use, including all entitlements for land use, all contracts (other than competitively bid, labor, or personal employment contracts), and all franchises.

(6) "Contribution" includes contributions to candidates and committees in federal, state, or local elections.

(b) No officer of an agency shall accept, solicit, or direct a contribution of more than two hundred fifty dollars (\$250) from any party, or his or her agent, or from any participant, or his or her agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for three months following the date a final decision is rendered in the proceeding if the officer knows or has reason to know that the participant has a financial interest, as that term is used in Article 1 (commencing with Section 87100) of Chapter 7. This prohibition shall apply regardless of whether the officer accepts, solicits, or directs the contribution for himself or herself, or on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

(c) Prior to rendering any decision in a proceeding involving a license, permit or other entitlement for use pending before an agency, each officer of the agency who received a contribution within the preceding 12 months in an amount of more than two hundred fifty dollars (\$250) from a party or from any participant shall disclose that fact on the record of the proceeding. No officer of an agency shall make, participate in making, or in any way attempt to use his



or her official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution in an amount of more than two hundred fifty dollars (\$250) within the preceding 12 months from a party or his or her agent, or from any participant, or his or her agent if the officer knows or has reason to know that the participant has a financial interest in the decision, as that term is described with respect to public officials in Article 1 (commencing with Section 87100) of Chapter 7.

If an officer receives a contribution which would otherwise require disqualification under this section, returns the contribution within 30 days from the time he or she knows, or should have known, about the contribution and the proceeding involving a license, permit, or other entitlement for use, he or she shall be permitted to participate in the proceeding.

(d) A party to a proceeding before an agency involving a license, permit, or other entitlement for use shall disclose on the record of the proceeding any contribution in an amount of more than two hundred fifty dollars (\$250) made within the preceding 12 months by the party, or his or her agent, to any officer of the agency. No party, or his or her agent, to a proceeding involving a license, permit, or other entitlement for use pending before any agency and no participant, or his or her agent, in the proceeding shall make a contribution of more than two hundred fifty dollars (\$250) to any officer of that agency during the proceeding and for three months following the date a final decision is rendered by the agency in the proceeding. When a closed corporation is a party to, or a participant in, a proceeding involving a license, permit, or other entitlement for use pending before an agency, the majority shareholder is subject to the disclosure and prohibition requirements specified in subdivisions (b), (c), and this subdivision.

(e) Nothing in this section shall be construed to imply that any contribution subject to being reported under this title shall not be so reported.

CALIFORNIA CODES  
GOVERNMENT CODE  
SECTION 87103

**87103.** A public official has a financial interest in a decision within the meaning of Section 87100 if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on the official, a member of his or her immediate family, or on any of the following:

(a) Any business entity in which the public official has a direct or indirect investment worth two thousand dollars (\$2,000) or more.

(b) Any real property in which the public official has a direct or indirect interest worth two thousand dollars (\$2,000) or more.

(c) Any source of income, except gifts or loans by a commercial lending institution made in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided or promised to, received by, the public official within 12 months prior to the time when the decision is made.

(d) Any business entity in which the public official is a director, officer, partner, trustee, employee, or holds any position of management.

(e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the public official within 12 months prior to the time when the decision is made. The amount of the value of gifts specified by this subdivision shall be adjusted biennially by the commission to equal the same amount determined by the commission pursuant to subdivision (f) of Section 89503.

For purposes of this section, indirect investment or interest means any investment or interest owned by the spouse or dependent child of a public official, by an agent on behalf of a public official, or by a business entity or trust in which the official, the official's agents, spouse, and dependent children own directly, indirectly, or beneficially a 10-percent interest or greater.



(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations.)

**§ 18438.5. Aggregated Contributions Under Section 84308.**

For purposes of Section 84308:

(a) Notwithstanding the provisions of Regulation 18215.1, to determine whether a contribution of more than \$250 has been made by any party to a proceeding, contributions made by a party's parent, subsidiary, or otherwise related business entity, (as those relationships are defined in subdivision (b) below), shall be aggregated and treated as if received from the party for purposes of the limitations and disclosure provisions of Section 84308.

(b) Parent, Subsidiary, Otherwise Related Business entity, defined.

(1) Parent-subsidiary. A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

(2) Otherwise related business entity. Business entities, including corporations, partnerships, joint ventures and any other organizations and enterprises operated for profit, which do not have a parent-subsidiary relationship are otherwise related if any one of the following three tests is met:

(A) One business entity has a controlling ownership interest in the other business entity.

(B) There is shared management and control between the entities. In determining whether there is shared management and control, consideration should be given to the following factors:

(i) The same person or substantially the same person owns and manages the two entities;

(ii) There are common or commingled funds or assets;

(iii) The business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis;



1 (iv) There is otherwise a regular and close working relationship between the entities; or

2 (C) A controlling owner (50% or greater interest as a shareholder or as a general partner)

3 in one entity also is a controlling owner in the other entity.

4 Note: Authority cited: Section 83112, Government Code. Reference: Section 84308,

5 Government Code.

6 HISTORY

7 1. New section filed 5-26-2006; operative 6-25-2006. Submitted to OAL for filing pursuant to

8 *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924,

9 California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992

10 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements

11 and not subject to procedural or substantive review by OAL) (Register 2006, No. 21). For prior

12 history of section 18438.5, see Register 85, No. 8.

13 2. Amendment filed 8-12-2014; operative 9-11-2014 pursuant to title 2, section 18312(e)(1) of

14 the California Code of Regulations. Submitted to OAL for filing and printing pursuant to *Fair*

15 *Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California

16 Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC

17 regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not

18 subject to procedural or substantive review by OAL) (Register 2014, No. 33).

SAN BERNARDINO INTERNATIONAL AIRPORT  
AOA VEHICLE ACCESS ROAD PROJECT

SUBCONTRACTOR INFORMATION SHEET

LEGAL NAME OF SUBCONTRACTOR: AZ CONSTRUCTION INC DBA  
ACE FENCE COMPANY

SUBCONTRACTOR LICENSE NUMBER: 996577

TYPE OF BUSINESS (Check One):

- ☒ CORPORATION  
STATE OF INCORPORATION CALIFORNIA
- ☐ PARTNERSHIP
- ☐ JOINT VENTURE
- ☐ INDIVIDUAL
- ☐ INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
- ☐ OTHER \_\_\_\_\_

PRINCIPALS/OFFICERS/REPRESENTATIVE(S) OF SUBCONTRACTOR (List All Principals and Officers, Including Joint Venture Partner):

Name	Title
<u>AMY TSUI</u>	<u>PRESIDENT</u>
<u>AMERICA TANG</u>	<u>CFO SECRETARY</u>
<u>WAYNE WONG</u>	<u>TREASURER</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

SAN BERNARDINO INTERNATIONAL AIRPORT  
AOA VEHICLE ACCESS ROAD PROJECT

SUBCONTRACTOR INFORMATION SHEET

LEGAL NAME OF SUBCONTRACTOR: Cal Stripe Inc.

SUBCONTRACTOR LICENSE NUMBER: 685387

TYPE OF BUSINESS (Check One):

- ☒ CORPORATION  
STATE OF INCORPORATION California
- ☐ PARTNERSHIP
- ☐ JOINT VENTURE
- ☐ INDIVIDUAL
- ☐ INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
- ☐ OTHER \_\_\_\_\_

PRINCIPALS/OFFICERS/REPRESENTATIVE(S) OF SUBCONTRACTOR (List All Principals and Officers, Including Joint Venture Partner):

Name	Title
<u>Rudy Zavalani</u>	<u>Pres.</u>
<u>Cheryl Zavalani</u>	<u>Sec.</u>
<u>Steve Fleener</u>	<u>G.M.</u>
_____	_____
_____	_____

SAN BERNARDINO INTERNATIONAL AIRPORT  
AOA VEHICLE ACCESS ROAD PROJECT

SUBCONTRACTOR INFORMATION SHEET

LEGAL NAME OF SUBCONTRACTOR: O' Duffy Construction

SUBCONTRACTOR LICENSE NUMBER: 647025-A

TYPE OF BUSINESS (Check One):

- ☐ CORPORATION  
STATE OF INCORPORATION \_\_\_\_\_
- ☐ PARTNERSHIP
- ☐ JOINT VENTURE
- ☒ INDIVIDUAL
- ☐ INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
- ☐ OTHER \_\_\_\_\_

PRINCIPALS/OFFICERS/REPRESENTATIVE(S) OF SUBCONTRACTOR (List All Principals and Officers, Including Joint Venture Partner):

Name	Title
<u>James T Duffy</u>	<u>owner</u>
_____	_____
_____	_____
_____	_____
_____	_____

SAN BERNARDINO INTERNATIONAL AIRPORT  
AOA VEHICLE ACCESS ROAD PROJECT

SUBCONTRACTOR INFORMATION SHEET

LEGAL NAME OF SUBCONTRACTOR: Pacific Restoration Group, Inc.

SUBCONTRACTOR LICENSE NUMBER: 685511

TYPE OF BUSINESS (Check One):

- ☒ CORPORATION  
STATE OF INCORPORATION California
- ☐ PARTNERSHIP
- ☐ JOINT VENTURE
- ☐ INDIVIDUAL
- ☐ INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
- ☐ OTHER \_\_\_\_\_

PRINCIPALS/OFFICERS/REPRESENTATIVE(S) OF SUBCONTRACTOR (List All Principals and Officers, Including Joint Venture Partner):

Name	Title
<u>John Richards</u>	<u>President</u>
<u>Daniel Richards</u>	<u>Vice President</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

# COMPANY INFORMATION SHEET

## DECLARATION

I declare under penalty of perjury under the laws of the State of California I have completed this Company Information Sheet and that the information contained herein is factual and accurate as of the date completed.

Completed and executed this 16 day of April, 2020, in Orange, CA.  
[day] [month] [city] [state]

By: Matt Ulukaya  
Print Name: Matt Ulukaya  
Print Title: Vice President

LEGAL NAME OF COMPANY: AECOM Technical Services, Inc.  
ADDRESS: 999 Town & Country Rd., Orange, CA 92868  
TELEPHONE: (714) 567-2400 FAX: (714) 551-4911

### TYPE OF BUSINESS (Check One):

- |                                     |   |                          |                           |
|-------------------------------------|---|--------------------------|---------------------------|
| <input checked="" type="checkbox"/> | CORPORATION                                 | <input type="checkbox"/> | LIMITED LIABILITY COMPANY |
| <input type="checkbox"/>            | PARTNERSHIP                                 | <input type="checkbox"/> | JOINT VENTURE             |
| <input type="checkbox"/>            | INDIVIDUAL                                  |                          |                           |
| <input type="checkbox"/>            | INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME |                          |                           |
| <input type="checkbox"/>            | OTHER _____                                 |                          |                           |

### STATE OF INCORPORATION OR FORMATION:

California

### PRINCIPALS/OFFICERS/PARTNERS/OWNERS OF COMPANY

(List All Principals/Officers/Partners [including Joint Venture Partners, Managing Partner], as well as investors/investment companies):

Name	Title
<u>See attached list</u>	_____
_____	_____
_____	_____
_____	_____
_____	_____

**[PLEASE ATTACH ADDITIONAL SHEETS AS NECESSARY IN ORDER TO PROVIDE ALL REQUESTED INFORMATION.]**

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**IDENTIFICATION OF PRINCIPAL(S)/OFFICER(S)/REPRESENTATIVE(S) OF COMPANY – Execution of Legal Documents:**

The Company has authorized and hereby designates the following individual(s) to execute legal documents on behalf of Company, including but not limited to contract documents, proposals and related documents:

<b>Name</b>	<b>Title</b>
<u>Matt Ulukaya, PE</u>	<u>Vice President</u>
<u>Michael G. Gasparro, PE</u>	<u>Sr. Vice President</u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>

**IDENTIFICATION OF PRINCIPAL(S)/OFFICER(S)/REPRESENTATIVE(S) OF COMPANY – Representative and/or Management Capacity:**

The Company has authorized and hereby designates the following individual(s) to serve in a representative and/or management capacity on behalf of Company relating to the concerned project, contract document, lease document, development document, or any other legal document or agreement, including but not limited to manager, project manager, site manager, etc.

<b>Name</b>	<b>Title</b>
<u>Duke Young, PE</u>	<u>Project Manager</u>
<u>Michael G. Gasparro, PE</u>	<u>Principal-In-Charge</u>
<u>Matt Ulukaya, PE</u>	<u>Vice President</u>

.....

**[PLEASE ATTACH ADDITIONAL SHEETS AS NECESSARY IN ORDER TO PROVIDE ALL REQUESTED INFORMATION.]**

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All AECOM Technical Services, Inc. officers in the United States with Board of Directors approved corporate titles of Senior Vice President or above are authorized under the bylaws of AECOM Technical Services, Inc. to execute contracts or otherwise bind the company. In addition, the individuals listed below have been authorized by the AECOM Technical Services, Inc. Board of Directors to execute contracts or otherwise bind the company within the boundaries of the noted Regions and Business Lines. Authority to sign on behalf of AECOM Technical Services, Inc., is personal to the individual so authorized; AECOM does not permit individuals so authorized to delegate their authority. Signature Authority (including the execution of contracts, contract amendments, and proposals) must in all cases conform to the then-current Americas Geography Sub-Delegations of Authority and any further sub-delegation document issued by the Region or Business Line, as applicable.

**AECOM Technical Services, Inc. – Signatory List**

Effective March 4, 2020

Last Name	First Name	Region	Area/Market Sector	Business Line
Abbott	Mark	Southeast	Greater FL/Latin America/Miami Metro	Water
Abellera	Yvonne	All	All	Support/Cross Services
Abernethy	Robert	Central	Central	Water
AbiDargham	Antoine	NY Metro+	NYC Metro	Buildings + Places
Abolt	Bill	All	Infrastructure Leadership - level 5	Power & Industrial
Abs	Michael	All	All	Procurement
Adams	Mike	Midwest	Eastern Midwest	Environment
Adams	Robert	Northeast	New England	Water
Adilman	Aaron	All	Building Engineering	Buildings + Places
Agustin	Roy-Alan C.	Pacific	Pacific	Environment
A'Hara	Allan	All	National Transportation	Transportation
Alberg	Jonathan	All	All	Environment
Albrecht	John	Northeast	New England	Environment
Alfonso	Juan	Southeast	Florida	PPM
Alfstad	Kelley	Central	Central	B+P
Allwarden	Joseph	Northeast	Northeast	Transportation
Amoriello	Jeff	Southeast	DC Metro	Transportation
Anderson	Francis B.	Central	Central	Buildings + Places
Anthony	Osborne	Southeast	Mid-Atlantic	Transportation
Arkin	Yoav	Southeast	Mid-Atlantic	Transportation
Armstrong	Glenn I	Midwest	Eastern Midwest	Environment
Arvidson	Mike	Pacific	Greater Southern California	Environment
Astorga	Mack	All	Industrial	Power and Industrial



Attalla	Mourad R.	Pacific	Pacific	Water
Atter	Steve	Northeast	New England	Environment
Attia	G. Jerry	Central	Central	Buildings + Places
Augen	Joel	All	All	Subcontracts/Procurement
Aylsworth - Bonzelet	Laura	Central	Central	Transportation
Azzaro	John	NY Metro+	NYC Metro	Transportation
Bachmann	John	DC Metro+	DC Metro	Buildings + Places
Baker	Barry	Northeast	Philadelphia Metro	Power and Industrial
Baker	Christie	Northeast	Northeast	Transportation
Baker	Mike	Southeast	Mid-Atlantic	Transportation
Barkley	Christopher M.	Pacific	National Government	National Government
Barnard	Thomas	Pacific	Greater Northern California	Transportation
Barreiro	Ana	Southeast	Argentina	Support/Cross Services
Barrett	Jim	Gulf/Southwest		
Bartku	Chris	All	NA - CORPORATE US (960)	Support/Cross Services
Bass	Jennifer Lynn	Southeast	Florida	Environment
Bayer	Kelly	Pacific	Pacific	Environment
Bazarevitsch	Sergio	All	All	Water
Beabes	Shane	Southeast	Mid-Atlantic	Transportation
Beachler	David	Northeast	Greater New York/PA	Oil & Gas
Beasley	Jason Dion	Southeast	Southeast	Water
Beattie	Karen	Pacific	Pacific Northwest	Environment
Beatty	Brent D.	Southeast	Southeast	Buildings + Places
Beck	Daryl	Midwest	Midwest	Environment
Becker	Chad	All	All	Corporate - Federal Subcontracts/Procurement
Beckett	David P.	Northeast	Northeast	PPM
Belhateche	Dannelle	Gulf/Southwest	Rocky Mountain Area	Environment
Belyea	Ryan William	Southeast	Mid-Southeast	Environment
Benosky	Chris	NY Metro+	NYC Metro	Water
Bent	William	Northeast	New England	Water

Benton	Charles Elon	Southeast	Southeast	Environment
Berckenhoff	Steve	Central	Central	Water
Bergman	Christopher	Midwest	Eastern Midwest	Cultural Resources, Oil & Gas
Bernhoft	Craig A.	Southeast	Southeast	Environment
Bernitt	Elisabeth A.	Southeast	Southeast	
Berra	Brett	All	All	Environment
Besch	Tyler	Central	Central	Transportation
Beyak	Rich	Pacific	Greater Northern California	Environment
Bingham	David	Northeast	Greater New York - Pennsylvania	Water
Bixby	Jennifer	Central	Central	Transportation
Blair	David	Northeast	Northeast Sub Bus Line Support	Water
Blanchard	Mark	Southeast	Miami Metro	All
Blough	Donald	Northeast	Pennsylvania	Transportation
Bochet	Larry	NY Metro+	NYC Metro	Energy
Bodniewicz	Bohdan	DC Metro+	DC Metro	Water
Bolender	Brian	Northeast	Greater Pennsylvania	Oil & Gas
Bongiorno	Michael	Central	Central	Buildings + Places
Boone	Travis	Central	Central	Region Executive
Boose	Brian	DC Metro+	DC Metro+	Environment
Bottom	Lisa O.	Pacific	Pacific	Buildings + Places
Boucle	Julio	Southeast	Miami Metro	Transportation
Bow	Bill	All	Industrial	Environment
Bowers	John	DC Metro+	DC Metro	Water
Bradfield	Clay	Pacific	Greater Southern California	Environment
Brandon	Karen Diane	Southeast	Florida	Water
Brehm	Kevin	Midwest	Midwest	Environment
Brendle	Katharine	West	West	Transportation
Breor	Mark	NY Metro	NY Metro	Support/Cross Services
Brewer	Chris	Central	Central	Buildings + Places
Brickell	Jim	Southeast	Mid-Southeast	Environment
Briggs	Jerry	DC Metro+	DC Metro	Buildings + Places
Broderick	Joseph M.	NY Metro	NY Metro	Power/Environment

Brogdon	Tanika	All	All	Procurement FBS Contracts
Buchanan	D Scott	Central	Central	Transportation
Buell	Susan P.	All	All	Procurement FBS Contracts
Buresh	Nancy G	All	All	Support/Cross Services/Procurement
Burke	Joel	Southeast	Mid-Southeast	PPM
Buser	John N.	Central	Central	Water
Butzier	David R.	Pacific	Pacific	Transportation
Cababa	Robin	Pacific	Hawaii-Guam	Environment
Callegari	Jazzmin	All	All	Support/Cross Services/Procurement
Calver	David M.	National BL	National BL	Transportation
Calvet	Roberto	Latin America	Latin America	All
Campbell	Julia M.	Pacific	Pacific	Buildings + Places
Campbell	Keith T	LA Metro+	LA Metro	Water
Canimore	Brett	Northeast	Philadelphia Metro	Transportation
Caoili	Leslie	All	Subcontracts/Procurement	Support/Cross Services/Procurement
Caravousanos	Peter T.	Northeast	New York Metro	Buildings + Places
Carlson	Kevin	Central	Central	Transportation
Carnahan	Benjamin S.	Central	Central	Transportation
Carpio	Kristy Noriko Nakahara	All	All	Procurement FBS Contracts
Carter	Ray	Central	Central	Transportation
Cascino	Thomas	NY Metro+	NYC Metro	Transportation
Cataldo	Robert	Environment	Industrial	Environment
Cavalieri	Ronald R.	Southeast	Southeast	Water
Chambers	Carl	Southeast	Mid-Southeast	Water
Chambless	Melinda	All	Dow Chemical, Blue Cube, Olin for LA	Oil & Gas
Chaney	Mary "Katy"	Pacific	Pacific Northwest	Environment
Chapman	Jeffrey G.	LA Metro+	LA Metro	Transportation
Chapman	Joseph B.	Southeast	Southeast	Water
Chavez	Maribel	Central	Central	Transportation
Chelton	Donald	Northeast	New England	Water
Cherifi	Said	DC Metro+	DC Metro	Transportation
Chilarescu	Ioan C.	Central	Central	Water

Chorbajian	Abe	All	NA - B+P National Business Line (991)	Buildings + Places
Clark	Angela	West	West	Environment
Clements	Denise	All	ORM	Support/Cross Services
Clemow, III	Paul E	ENV Programs	Oil & Gas	Environment
Clendenin	Bill	DC Metro+	DC Metro	Buildings + Places
Clothier	Andrew	DC Metro+	DC Metro	Water
Cochran	Noelle	Central	ORM	Support/Cross Services
Cohen	Nancy	Central	Central	PPM
Cohen	Tim	Pacific	Southern California	Power and Industrial
Colagiovanni	Tony	Pacific	Greater Southern California	PPM
Coleman	Latonya	All	All	Support/Cross Services/Procurement
Collins	Michael	Southeast	Mid-Atlantic	Buildings + Places
Collister	Scott	Southeast	Greater Florida	Transportation
Connair	Dennis P	Midwest	Eastern Midwest	Environment
Converse	Michael Stone	West	West	Buildings + Places
Cooling	Thomas	Central	Central	Environment
Cooper	Cheryl	All	All	Support/Cross Services/Procurement
Corda	Donald N.	DC Metro+	DC Metro	Transportation
Corey	Daniel G.	All	DCS Americas	Transportation
Corney	Steve	All	National Environment	Environment
Covarrubias	Marco	West	West	Support/Cross Services/Procurement
Cowin	Diane H.	Pacific	Pacific	Transportation
Cox	Steve	All	Federal	Environment
Craig	William	West	West	Environment
Creighton	Jim	West	West	Energy
Crider	Derek A.	DC Metro+	DC Metro	Transportation
Crist	Paul V.	NYC Metro	Highway/Bridge	Transportation
Crocker	Allen	DC Metro+	DC Metro	Buildings + Places
Crumpton	Kristen	Central	Central	Water
Curran	Chris	Northeast	Philadelphia Metro	Water

Cushman	Thomas	Northeast	Philadelphia Metro	Transportation
Cyr	Patrick Joseph	Northeast	Northeast	Water
Czarnecki	R Martin	Pacific	Northern California	Transportation
Dailey	David S.	Central	Central	PPM
Damm	Beate	All	Dow Chemical, Blue Cube, Olin, plus all other O, G&C clients in South Texas	Oil & Gas
Danna	Staci	Gulf/Southwest	Gulf Coast	Environment
Darnell	Charles	Northeast	New England	Water
Darrington	Mark	Southeast	Mid-Southeast	Environment
Davis	Charles	Southeast	Greater Florida	Buildings + Places
de Almagro	Jose	All	National Transportation	Transportation
Dean	Daniel (Rob)	DC Metro+	DC Metro	Transportation
Deaver	Greg	Southeast		Environment
DeCesar	Rick	All	National Oil & Gas	Oil & Gas
Dechiara	Michael	All	All	Support/Cross Services/Procurement
DeCianne	Vincent	Gulf Southwest Region	Gulf Southwest/ Rocky Mountain Area	Environment
Deems	Zachary R.	Central	Central	Transportation
deGroot	Remmet J.	Central	Central	Support/Cross Services
Dekker	Charlene June	All	All	Buildings + Places
Delgado	Luis	Central	Central	PPM
Delphos	Paul	DC Metro+	DC Metro+	Water
Dempsey	Steve	NY Metro+	NYC Metro	Transportation
DePaola	Frank	Northeast	New England	PPM
Deros	Nick	Southeast	Mid-Atlantic	Transportation
Devine-Poithier	Sarah	West	West	Buildings + Places
deVivero	Deborah	All	All	Support/Cross Services/Procurement
Dewan	Komal	LA Metro+	DPE	Buildings + Places
Didier	David	Northeast	Philadelphia Metro	Transportation
Dinges	Eric Thomas	Southeast	Southeast	Buildings + Places

Doane-Allman	Julie	LA Metro	Greater Southern California	Environment
Doherty	Michael	Northeast	New England	Environment
Domingo	Camarano	Pacific	Southern California	PPM
Donahue	Michael J	All	National Water	Water
Donelson	Sam	Northeast	Philadelphia Metro	Transportation
Donovan	John J.	Midwest		Environment
Donovan	Thomas	LA Metro+	LA Metro	PPM
Dopheide	Andy	Midwest	Legal	
D'Orazio	Julie	Northeast	Northeast Sub Bus Line Support	Transportation
Dorward	Martin (Marty)	DC Metro+	DC Metro+	Water
Doyle	Jay	Northeast	New England	Transportation
Drabic	Matthew	Central	Central	Buildings + Places
Drake	Liz	LA Metro+	LA Metro	Buildings + Places
du Toit	Gerhard D.	Northeast	Northeast	Transportation
Duethman	Stephen J.	Central	Central	Buildings + Places
Dugosh	Joey	All	All	Support/Cross Services/Procurement
Duncan	Jay	All	Planning	Transportation
Dwight	Don	Northeast	New England	Environment
Dwyer	Charles T.	Central	Central	Transportation
Dwyer	Margaret	Southeast	Mid-Southeast	Transportation
Eckman	Alan	Central	Central	Transportation
Edgar	Michael	Southeast	Southeast	Environment
Edwards	Ashley	All	NA - Corporate US	Power & Industrial
Edwards	Garrick	Southeast	Mid-Southeast	Transportation
Edwards	Mike	Pacific	Pacific Northwest	Environment
Edwards	Thomas D.	Southeast	Mid-Atlantic	Transportation
Eicholtz	Mark	Southeast	Greater Florida	Transportation
Ekambaram	Vanavan	NYC Metro	NYC Metro	Environment
Eklund	Bart	All	National Environment	Environment
Eldred	Nicholas	Midwest		Environment
Engelke	Jon	All	National Transportation	Transportation
Engler	Kurt	Central	Central	Buildings + Places
Erdal	Zeynep Kisoglu	LA Metro+	LA Metro	Water
Espy	David	All	All	Environment
Etherton	Jim	Central	Central	Transportation

Evans	Charles H.	Southeast	Florida/Federal	Building + Places
Everett	Jan	Southeast	Greater Florida	Transportation
Feldsher	Theodore B.	Pacific	Pacific	Water
Felt	Wade	DC Metro+	DC Metro+	Transportation
Fenner	Teri	Pacific	Southern California	Environment
Findlen	Suzanne	Northeast		Power
Fink	Ben	DC Metro+	DC Metro	Buildings + Places
Finnell	Brian A.	Northeast	New England	Environment
Fiori	Bruno	Southeast	Greater Florida	Transportation
Fitzgerald	Conan D.	Southeast	Southeast	Environment
Fitzwilliam	Steve	West	West	Water
Flack	Mike	Pacific	Greater Southern California	Environment
Flasz	Aileen	Southeast	Panama	Environment
Flautt	Aaron	All	All	Transportation
Formagus	Jason	Management		
Forrest	Mike	West	West	Water
Franano	Michael D.	Midwest	Central Midwest	Environment
Francis	Mathew	Central	Central	Water
Francisco	Jay A.	All	All	Environment
Frauhigher	Todd	Central	Central	Water
Free	Lou	Northeast	New England	Transportation
Freeman	Gary L.	Southeast	Southeast	Water
Fricke	Rebecca	Southeast	DC Metro	Environment
Frison	Shelly R.	All	All	Support/Cross Services/Procurement
Frownfelter	Jen	All	National Power and Industrial	Power & Industrial
Fuchs	Randy	Central	Central	Transportation
Fulton	David	All	All	Environment
Gaal	Jeff	All	Exxon Mobil	Oil & Gas
Gabaldon	Mike	Pacific	Pacific Sub Bus Line Support	Water
Gaiser	Bane L.	Central	Central	B+P
Gajwani	Sachin	Northeast	NYC Metro	Water
Gallagher	Judy	All	National Government	Federal
Galli	Mike	All	National Transportation	Transportation
Galloway	Steven E	All	PPM WEST (717)	Construction Services
Garcia	Carlos	Southeast	Miami Metro	Transportation

Garland	Michelle R.	All	All	Support/Cross Services/Procurement
Garrison	Paul T	DC Metro+	DC Metro	Buildings + Places
Gasparro	Mike	All	National Transportation	Transportation
Gault	George	Southeast	Greater Florida	Transportation
Gauthier	Dale	LA Metro+	LA Metro	Power and Industrial
Gayle	Perry	Southeast	Mid-Southeast	Water
George	John A.	Central	Central	B+P
Gerber	Dean	Midwest	Midwest	Environment
Gerken	John Matthew	Pacific	Pacific	Environment
Giles	Gabe	NY Metro+	NYC Metro	Water
Girard	Duane	W. Canada/Toronto Metro+	Greater Ontario/Greater Toronto	PPM
Girman	Michael	Northeast	Philadelphia Metro	Transportation
Gladu	Nicole	Pacific	Pacific	Environment
Glapa	Carol A.	All	All	Support/Cross Services/Procurement
Glowacki	Joseph R. (Joe)	Southeast	Greater Florida	Transportation
Glunz	Greg	Central	Central	Water
Goldman	Jeff	Pacific	Greater Northern California	Buildings + Places
Goodman	John "Mike"	Southeast	Mid-Atlantic	Buildings + Places
Gogue	Cynthia V.	All	All	Support/Cross Services/Procurement
Gorham	Bill	Pacific	Greater Southern California	Environment
Gorman	Richard L.	DC Metro	DC Metro	B+P
Gourlay	Alexander	Central	Central	Water
Graham	Bill	Pacific	Greater Southern California	Environment
Grant	Lee	Southeast	Southeast Region Mgmt	Support/Cross Services
Gray	Damon Richard	West	West	Buildings + Places
Gray	John	DC Metro+	DC Metro+	Transportation
Green	Tim	All	US DOD (Air Force and Army)	Environment



Greenan	Joseph P.	All	National Government	National Government
Greenwood	Michael	Southeast	Mid-Atlantic	Transportation
Grievesson	Curtis	Southeast	Mid-Atlantic	Buildings + Places
Grinstead	Gary	DC Metro+	DC Metro	Environment
Groves	Gregory	Central	Central	Transportation
Guigliano-Gilmore	Jennifer	Environment	Industrial	Environment
Guillot	Glenda M.	All	All	Support/Cross Services
Gundarlahalli	Jagadish	LA Metro+	LA Metro	Environment
Gunn	John F.	Northeast	New York Metro	Buildings + Places
Gunner	Tim	Northeast	Philadelphia Metro	Transportation
Gut	Thomas W.	Pacific	Pacific	Transportation
Gwinn	Rosa	DC Metro+	DC Metro	Environment
Habib	Riad N	NY Metro	NY Metro	Power
Hadfield	Phillip	All	National Transportation	Transportation
Hagen	Kevin R.	Central	Central	Transportation
Hall	Thomas Brian	Southeast	Tennessee	Transportation
Hallinan	Timothy	DC Metro+	DC Metro+	Water
Hammer	Christopher John	Southeast	Mid-Southeast	Water and Power
Handfelt	Leo	Pacific	Greater Southern California	Water
Handley	Mark A.	All	National Government	National Government
Hanna	Fred	Southeast	Mid-Southeast	Power & Industrial
Hansen	Richard M	LA Metro+	LA Metro	Buildings + Places
Hapkiewicz	John T.	Northeast	New England	Transportation
Harper	Garrett	Central	Central	Buildings + Places
Harrington	Amy K.	All	All	Support/Cross Services/Procurement
Harris	Neil	Pacific	Greater Northern California	Support/Cross Services
Harrison	Matt	All	Upstream Clients	Oil & Gas
Harrison	Terri	All	All	Support/Cross Services/Procurement
Hartsock	Douglas R.	Pacific	Pacific	Water

Hartung	Scott	Southeast	Mid-Southeast	Environment
Harward	Robert J. (Bobby)	All	National Government	National Government
Haselden	Tom	Southeast	Mid-Southeast	Water
Haskell	Nick	Pacific	San Francisco Bay Area Metro	Buildings + Places
Haux	Michael J	ENV Programs	Oil & Gas	Environment
Hawthorne	Robert	Central	Central	Water
Hayter	John	Southeast	DC Metro	Transportation
Heinicke	John	Midwest	Central Midwest	Environment
Helmlinger	Brian	DC Metro+	DC Metro	Environment
Henderson	Carrie B.	Southeast	Southeast	Environment
Henkel	Daniel R.	All	All	Procurement FBS Contracts
Henriquez	Steve	Southeast	Greater Florida	Transportation
Herer	David	All	National Water	Water
Herman	Reginald	Gulf/Southwest	Texas	Environment
Hernandez	Ashleigh	All	All	Support/Cross Services/Procurement
Hernandez	David	All	National Government	National Government
Hernandez	Pedro	Southeast	Miami Metro	Water
Herrin	Jeff	Pacific	Greater Northern California	Water
Herring	Gina E.	Southeast	Florida	Environment
Hertz	Robert	West	West	Transportation
Hicks	Peter A	ENV Programs	Oil & Gas	Environment
Higginbotham	Herbert	Northeast	Greater New York - Pennsylvania	Water
Hille	Glen	LA Metro+	LA Metro	Support/Cross Services
Hinkle	Ray	NY Metro+	NYC Metro	Environment
Hinson	Charles	Pacific	Pacific Northwest	PPM
Hissen	Ramsey	Pacific	Northern California	Transportation
Hoebener	Pam	All	HR	
Hogue	Kelly M.	All	All	All
Holland	Craig	Pacific	Pacific Sub Bus Line Support	Transportation
Holland	Joshua G.	All	All	All
Holt	Steve	Southeast	Southeast	Environment
Holtan	Tom	Central	Central	Water

Holter	Mark	LA Metro	Greater Southern California	Building Engineering
Hoose	Will	LA Metro	LA Metro	Environment
Hopwood	Jonathan	DC Metro+	DC Metro	Buildings + Places
Horn	Ben P	Pacific	Greater Southern California	Water
Horton	Lenore H.	Southeast	Southeast	Water
House	Mike	Southeast	Southeast	Power and Industrial/Oil & Gas
Houston	Tina	Southeast	Georgia/Alabama	Water
Hoyle	Dennis	Southeast	Mid-Southeast	Transportation
Hromada	Don	NY Metro+	NYC Metro	Transportation
Huff	Nadine E.	All	All	Procurement FBS Contracts
Hummert	James B	Central	Central	Water
Hunter	Tom	Central	Central	Transportation
Hurley	Bobbie	Southeast	Mid-Southeast	Environment
Igoe	Andrea D.	All	All	Support/Cross Services/Procurement
Isaacs	Jon	Pacific	Pacific Northwest	Environment
Issa	Rami	Central	Central	Water
Iverson	Steven K.	Midwest	Central Midwest	Environment
Jacobson	Peter	All	Chemicals/Pharma Lead	Environment
Jaff	Omar G.	Pacific	Pacific	Transportation
James	Stephen R.	DC Metro+	DC Metro+	Water
Jammal	Nabil	Pacific		Aviation
Jarboe	Brian	Southeast	Mid-Atlantic	
Jelen	Michael Joseph	Southeast	Southeast	PPM
Jenkins	Scott T.	Southwest	Greater Southwest	Environment
Jeung	Rod	Pacific	San Francisco Bay Area Metro	Environment
John	David	Gulf/Southwest	Texas/Gulf Coast	Environment
Johnson	Diane	All	All	Subcontracts/Procurement
Johnson	Katie	Central	Central	Buildings + Places
Johnson	Kristine Bishop	Southeast	Southeast	Buildings + Places
Jones	Angela J.	Southeast	Mid-Atlantic	Transportation
Jongleux	Brenda S.	All	All	All
Jorgenson	Denzil L	Midwest	Central Midwest	Environment

Josey	Crystal	LA Metro	Greater Southern California	Environment
Julius	Michelle	Central	Central	Transportation
Kacer	Andy	Southeast	Greater Florida	Transportation
Kaczor	Jim	Northeast	Greater New York - Pennsylvania	Environment
Kajiya	Keith	LA Metro+	LA Metro	PPM
Kalapos	Beth A.	Central	Central	Buildings + Places
Kamath	Vivek S	Southeast	Miami Metro	Environment
Kaselow	Richard	Central	Central	Buildings + Places
Kauffman	Mark D.	Northeast	New England	Environment
Kay	Bruce	Northeast	Greater Pennsylvania	Transportation
Kazmi	Syed	West	West	Transportation
Keady	Kevin	Central	Central	Buildings + Places
Keay	Marcus Owen	West	West	Buildings + Places
Keegan	Katherine A.	Northeast	New England	Transportation
Keil	George	Northeast	Greater Pennsylvania	Environment
Kellner	Gregory	All	All	Environment
Kelly	Shawn	Pacific	SF Metro	Power and Industrial
Kelmar	Laura	Northeast	New England	Environment
Kelsey	Scott	West	West	Transportation
Kemple	Eleanor R.	All	All	Support/Cross Services/Procurement
Kennedy	Evangeline R.	All	All	Procurement FBS Contracts
Kerwin	Michael	Southeast	Miami Metro	Buildings + Places
Kesar	Shivani	Southwest	Greater Southwest	Environment
Kettinger	Thomas	Midwest	Central Midwest	Environment
Khalilian	Kamran	Southeast	Mid-Atlantic	Transportation
Khoury	Jeff	LA Metro+	LA Metro	Transportation
Khoury	Majed A.	NYC Metro	NYC Metro	Environment
Kim	Eugene	Pacific	LA Metro	Transportation
King	Erica	Southeast	Mid-Southeast	Water
Kinneen	John	All	PPM	Water
Kirby	Tom	Southeast	Mid-Atlantic	Transportation
Kirschner	Randy L.	Central	Central	Buildings + Places
Kleinman	Robert	DC Metro+	DC Metro	Transportation
Klimek	Kevin	Central	Central	Water

Kolbeck	Ann E.	All	All	Support/Cross Services/Procurement
Korose	Gregory L	West	West	Environment
Koski	TJ	All	All	Support/Cross Services/Procurement
Kostage	Stephen	NY Metro+	NYC Metro	Environment
Kouchoukos	John	All	ORM	Support/Cross Services
Kovacic	Tom	Midwest	Eastern Midwest	Environment
Krach	Ken	Southeast	Mid-Atlantic	Buildings + Places
Krul	Steven A	ENV Programs	Oil & Gas	Environment
Kumta	Ashok	Southeast	Mid-Atlantic	Transportation
Kyles	James	Central	Central	Environment
Labrum	Lori	Central	Central	Transportation
Laferte	Denise	All	Federal	Water
Lambrecht	Michael	Southeast	Mid-Southeast	Power
Lang	Gabriel	Southeast	Southeast	Environmental
Lang	Mark	Northeast	Greater New York/PA	Water/Environment
Langlais	Aaron L.	All	All	All
Lanham	Sacha J.	All	All	Support/Cross Service/Procurement
Lanier	Lisa M	All	All	Support/Cross Services/Procurement
LaPlaca	Frank	NY Metro+	NYC Metro	Transportation
Larkin	Mona	Metro New York	Upstate New York	Environment
Lavey	Robert A.	LA Metro+	LA Metro+	B+P
Lay	Garry	Pacific	LA Metro+	Environment
Lay	Richard	Central	Central	Buildings + Places
Leach	Steve	Pacific	Northern California	Environment
Leahy	George	NY Metro+	NYC Metro	Environment
Lebel	Sean	DC Metro+	DC Metro+	Building + Places
Lee	C Scott	Southeast	Miami Metro	Water
Lee	Daniel A.	LA Metro+	LA Metro	Transportation
Lee	Joseph	All	All	Support/Cross Services/Procurement
Legorreta	Joaquin	All	All	Procurement

Lehman	Dale	All	National Government	National Government
Leidy	Roy	Pacific	Greater Northern California	Environment
Leininger	Richard	DC Metro	DC Metro	Transportation
Lelong	Bruce R.	Central	Central	Water
Leonard	Jean	Gulf/Southwest	Texas	Environment
Leventakis	Mano	All	All	Real Estate
Levy	Dan	Southeast	Miami Metro	Environment
Lichtman	Roger S.	All	National B+P	Buildings + Places
Lindgren	Elliott	Northeast	Philadelphia Metro	Transportation
Litzinger	Millette	West	West	Transportation
Lobdell	Eddie	Southeast	Mid-Southeast	Transportation
Lonkevych	Mark	West	West	Energy
Lopez	Rebecca E.	All	All	Support/Cross Services/Procurement
Lopez	Wendy	Central	Central	Transportation
Lorek	Paul Peter	Southeast	Baltimore	Transportation
Loui	Rae M.	Pacific	Hawaii-Guam	Water
Louis	Frank	Central	Central	Buildings + Places
Lovell	Cecilia Meyer	LA Metro	LA Metro	Environment
Lowe	Robert	NY Metro+	NYC Metro	Transportation
Lujan	Ross	Central	Central	Transportation
Lupo	Domenic	LA Metro+	LA Metro	Transportation
Luty	Joseph	NY Metro+	NYC Metro	Environment
Lutz	Jennifer	Southeast	Mid-Atlantic	Transportation
Luyten	Chuck	Gulf/Southwest	Denver Metro	Environment
Lyles	Vance M	Midwest	Eastern Midwest	Buildings + Places
Lynch	David	DC Metro+	DC Metro+	Transportation
Mac Allen	Thomas C	NYC Metro	NYC Metro	Water
MacEwan	Mark	DC Metro+	DC Metro	Environment
MacGregor	Alastair	All	Technical Excellence	B+P
Maher	Gary	Gulf/Southwest	Gulf/Southwest	National Government
Maia	Decio	Southeast	Rio de Janeiro	Environment
Majzoub	Jason	LA Metro	LA Metro	Transportation
Malacarne	Charles P.	Southeast	Southeast	PPM
Manker	Will	Pacific	LA Metro+	Environment
Mann	Jeffrey Glenwood	Southeast	North Carolina	Transportation

Mann	Manning C.	All	All	Procurement FBS Contracts
Manojlovski	Danny B.	Central	Central	Transportation
Mardambek	Anthony T	Central	Central	Water
Margevicius	Anthony T	All	National Water	Water
Mariano	Christopher	All	All	Environment
Marion	Daniel	Southeast	Southeast	Environment
Marr	Thomas James	All	All	Environment
Marshall	Amy	All	National Environment	Environment
Marshall	Timothy R.	Pacific	LA Metro+	Environment
Martinez	Gregory J.	West	West	Building + Places
Martysz	Ivan	Central	Central	Water
Mascaro	Rodrigo	Southeast	Latin America	Transportation
Matthews	Patricia A. (Patty)	Central	Central	Water
Matty	Stephen	DC Metro	DCS	Transportation
Maurier	Tim	LA Metro	LA Metro	Transportation
May	Michael R.	Central	Central	Water
Mayfield	Michelle	Southeast	Mid-Southeast	Environment
Mayo	Jim	Southeast	Greater Florida/Latin America	Environment
Mazzocco	Elizabeth	All	All	Support/Cross Services/Procurement
Mazzone	Joseph F.	All	All	Support/Cross Services/Procurement FBS Contracts
McCauley	Robin B	All	All	Support/Cross Services/Procurement
McCarthy	Mike	Northeast	New England	Transportation
McCarty	Diane	Gulf/Southwest	Denver Metro	Environment
McClelland	Scott	DC Metro+	DC Metro	Environment
McCollom	Patrick M.	Pacific	LA Metro	Transportation
McConnell	Marc	ENV Programs	Oil & Gas	Environment
McCrary	Rod	Central	Central	Water
McDermott	Christopher	Northeast	Northeast	PPM
McDonald	Douglas C	All	All	Support/Cross Services/Procurement
McElroy	Jennifer L.	Central	Central	PPM
McFall	Wayne	Southeast	Mid-Atlantic	Transportation
McGill	Michael	All	All	Environment

McGuire	Chris	Southeast	Mid-Atlantic	Transportation
McKelvie	Daniel	LA Metro+	LA Metro	Transportation
McKinney	Michelle	All	All	Support/Cross Services/Procurement
McMullen	Lynne M.	DC Metro+	DC Metro+	Environment
McPherson	Thomas	Northeast	NY Metro	Water
McQuerrey	Penelope	All	All	Support/Cross Services/Procurement
Meiri	David	Midwest	Chicago Metro	Environment
Mejeur	Randy	Southeast	Greater Florida	Buildings + Places
Mekarski	Brian	Southeast	Greater Florida	Transportation
Mello	Vincente P de	Latin America	Latin America	Water
Mendez	Carlos	Southeast	Latin America	Power and Industrial/Oil & Gas
Mendoza	Fabian E., Jr.	Southwest	Greater Southwest	Water
Mengale	Suhas	Southeast	Southeast	PPM
Mengden	Robert J. (Bobby), Jr.	Southwest	Greater Southwest	Water
Mercurio	Etty L.	Pacific	Pacific	Transportation
Merin	Ira S.	ENV Programs	Oil & Gas	Environment
Mesbah	Masood	Pacific	Greater Northern California/Pacific	Water
Mestas	Teresa (Terri) C.	West	West	Building + Places
Michel	Robert M	NY Metro+	NYC Metro	Environment
Mikaelian	Scott	Environment	Industrial	Environment
Miller	Bruce G.	All	All	Support/Cross Services/Procurement
Miller	Mary	Gulf/Southwest	Houston Metro	TX Gulfcoast/Midstream O7G
Miller	Matthew	Southeast	Southeast	Buildings + Places
Miller	Scott D.	Central	Central	Water
Miller	Shane M.	Central	Central	Water - PTO
Mitchell	David	Pacific	San Francisco Bay Area Metro	PPM
Mockus	Chris	LA Metro+	LA Metro	Transportation



Mod	Mark	West	West	Support/Cross Services/Procurement
Moman	Annika	All	NA - ENE - Opco Mgmt (996)	Energy
Moon	James	West	West	Power
Morecraft	Andy	All	Kinder Morgan	Oil & Gas
Moriarty	Michael	All	National Energy	National Energy
Moriconi	David	Southeast	DC Metro+	Transportation
Morin	Stacy	Southeast	DC Metro+	Transportation
Mosquera	Justin	All	All	Environment
Moura	Juliana	Southeast	Brazil	
Moy	Get	All	FEMA	PPM
Mroczka	Gary	Central	Central	Transportation
Mullins	Jennifer L.	All	All	Support/Cross Services/Procurement FBS Contracts
Mumford	Jason	DC Metro+	DC Metro	Transportation
Murphy	Tim	Pacific	Greater Southern California	Environment
Mustoe	Brett	Gulf/Southwest	Southwest	Environment
Myers	Ken	Pacific	Greater Northern California	Water
Myers-Graham	Beth	Midwest	Commercial	Power and Industrial, Environment
Myller	Brian	Gulf/Southwest	Denver Metro	Environment
Nader	Kamran	Southeast	Mid-Atlantic	Transportation
Nakasone	Martin	Pacific	Hawaii-Guam	B+P/Transportation
Namur	Ida	Southeast	Mid-Atlantic	Power & Industrial
Naperala	Troy	Central	Central	Water
Nash	Joy	All	All	Support/Cross Services/Procurement
Naughton	Timothy R.	Pacific	Pacific	Environment
Naulty	Patrick T.	All	All	Procurement FBS Contracts
Neese	William	Gulf/Southwest	Southwest	Environment
Nelsen	Bill	Southeast	Greater Florida	Transportation
Nelson	Jeff	Midwest	Eastern Midwest	Environment
Niederreither	Mike	Northeast	Philadelphia Metro	Environment

Niemuth	Jon	All	NA - B+P National Business Line (991)	Buildings + Places
Nino	Jaime	Southeast	Latin America	Support/Cross Services
Niro	Achille	NY Metro+	NYC Metro	Transportation
Nixon	Robert	West	West	Water
Noble	Donna M.	All	All	Support/Cross Services/Procurement FBS Contracts
Nolan	Kristopher	Environment	Industrial	Environment
Norton	Brian	Northeast	New England	Water
Nottage	Natalie	All	All	Environment
Obertino	Jennifer L.	Midwest	Central Midwest	Environment
O'Connell	Keith	Pacific	Pacific Northwest	Environment
O'Connor	John	Central	Central	Support/Cross Services
O'Connor	Tom	NY Metro+	NYC Metro	Transportation
Okes	Scott	DC Metro+	DC Metro	Buildings + Places
O'Konski	Al	DC Metro+	DC Metro	Buildings + Places
Oliver	Sherry L.	All	All	FCAP
Onderak	Eric Dale	Central	Central	Water
Oosterhoudt	James	Environment	Industrial	Environment
Orlin	Bob	All	All	Support/Cross Services
Osantowski	Richard A	Central	Central	Water
Ospina	Jose	Southeast	Latin America	Environment
Oswalt	Daven	DC Metro+	DC Metro	Water
Ouansafi	Michele L.	All	All	Support/Cross Services/Procurement FBS Contracts
Overly	James G	All	All	Support/Cross Services/Procurement
Owens	Loretta T	All	All	Support/Cross Services/Procurement
Page	Molly	Central	Central	Water
Palacio	Ed	Southeast	Greater Florida	Transportation
Panciera	Matthew	ENV Programs	Chemicals & Industrial	Environment
Parikh	Anil	NY Metro	NY Metro	
Parkinson	Ken	Southeast	Southeast Sub Bus Line Support	Transportation

Parsons	Jeffrey P.	All	All	Procurement FBS Exec
Patnaude	David M.	Northeast	Northeast	Transportation
Patorno	Mike	Central	Central	Water
Patterson	Robert (Brent)	Central	Central	Transportation/ CM/CEI
Payne	DeAnn N.	All	All	Support/Cross Services
Paznokas	Steve	All	National Government	National Government
Peapully	Krishna	Central	Central	Transportation
Peninger	Paul	West	West	Buildings + Places
Pepple	Nathan	Central	Central	Buildings and Places
Peter	Jim	All	National Government	National Government
Peters	Linda	Pacific	SF Metro	Planning
Peterson	Jamie	Pacific	Legal	
Pettigrew	Robert	All	All	Environment
Petto	Steve	Pacific	Gas Utilities	Power & Industrial
Philipsborn	Jon	All		Environment
Pickard	Samuel A.	Northeast	Northeast	Transportation
Pierre	Terry	West	West	Support/Cross Services/Procurement
Pietryka	Brian	Southeast	Mid-Atlantic	Transportation
Pinisetti	Kamalesh	Gulf/Southwest	Rocky Mountain Area	Environment/National Gov
Porterfield	Jon	Pacific	SF Metro	PPM
Post	John (Bob)	Pacific	Pacific Northwest/Northern California	Transportation
Preboske	Mike	Central	Central	Transportation
Pressdee	Jonathan	All	All	Water
Price	Donald	All	All	Environment
Price	Patrick	All	Akk	Support/Cross Services/Procurement
Prince	Robert (Bobby)	DC Metro+	DC Metro	Transportation
Proctor	Michael	DC Metro+	DC Metro	Water
Pugh	Lucy	All	NA - WAT Opco Mgmt (940)	Water
Punyamurthula	Sujan	Pacific	Northern California	Water

Quaranta	Thomas	NY Metro+	NYC Metro	Transportation/PPM
Quiat	Ira	All	National Transportation	Transportation
Quinn	Barry	Southeast	Mid-Southeast	Transportation
Raab	Michelle	Gulf/Southwest	Houston Metro	Environment
Rae	David	Southeast	Greater Florida	Transportation
Raley	Terence C.	All	All	Procurement FBS Exec
Randall	David	All	All	Environment
Rauen	Bill	Southeast	Mid-Atlantic	Buildings + Places
Reece	Courtney	Gulf/Southwest	Texas/Gulf Coast	Environment
Reece	Dennis	Gulf/Southwest	Gulf Coast	Environment
Reese	Edward E.	Northeast	Greater Pennsylvania	Transportation
Reish	Sean M.	Central	Central	Buildings + Places
Renville	Todd	Midwest	Central Midwest	Environment
Rice	Kerry	DC Metro+	DC Metro+	Water
Richardson	Carl	Central	Central	Water - PTO
Richer	James	All	Global Environment	Environment
Riddle	Joe	Southeast	Carolinas/Tennessee/ Georgia/AL	B+P
Ringsmuth	Todd	Central	Central	Water
Ringwald	Robert W.	Central	Central	Transportation
Rivas	Rey	Southeast	Greater Florida	Transportation
Rivers	Robert	Central	Central	Water
Roberts	Renee	DC Metro+	DC Metro	Environment
Roberts Jr	Thomas William	Central	Central	PPM
Robinson	Michelle J.	All	All	Transportation
Robinson	Lew	DC Metro+	DC Metro	B+P
Robinson	Steven	Central	Central	Buildings + Places
Robison	Lilian	All	NA - WAT Opco Mgmt (940)	Water
Roden	David	DC Metro+	DC Metro	Transportation
Rohrer	William	Pacific	Pacific Northwest	Environment
Rokoff	Mark	All	NA - Corporate US	Power & Industrial
Roldan	Andres	LA Metro+	LA Metro	Transportation
Romig	Richard	Central	Central	Transportation
Rondinello	Lou	NY Metro+	NYC Metro	Transportation
Rosen Smith	Sheryl	Midwest	Midwest	Environment

Ross	Aisha Z.	All	All	Procurement FBS Contracts
Rousseau	Sean	DC Metro+	DC Metro	Transportation
Royer	Todd	Midwest	Eastern Midwest	Environment
Rubino	Nicholas	Northeast	New England	Transportation
Rubio-Escobar	Diana C	All	All	Support/Cross Services/Procurement
Rudd	Michael (Mike)	Southwest	Greater Southwest	Transportation
Ruiz	Pablo C.	Central	Central	Support/Cross Services
Ryan	David W.	Northeast	New England	Transportation
Ryan	Keith	NY Metro+	NYC Metro	Environment
Ryan	Mark E	Central	Central	Transportation
Ryan	Tim	Southeast		Transportation
Sala	Keith	Northeast	Philadelphia Metro	Transportation
Salinas	Rigo	Central	Central	PPM
Samuels	Kelley Jeanne	Southeast	DC Metro	Environment
Sands	Rick	All	NA - Corporate US	Power & Industrial
Sauls	Larry	Southeast	Greater Florida	Transportation
Sawaya	Mario R.	All	All	Corporate
Sawitzki	David G.	Southeast	Southeast	Water
Sax	Maria Z.	Midwest	All	Water
Scerbo	Tom	NY Metro+	NYC Metro	B+P
Scherpf	Robert	Northeast	Northeast Sub Bus Line Support	Water
Schilling	William R.	Central	Central	Transportation
Schindel	Douglas W.	Central	Central	Transportation/Water
Schmidt	Marty	All	BP	Oil & Gas
Schoenwolf	Adrienne	DC Metro+	DC Metro+	Water
Schofield	Lea Ann	All	All	Support/Cross Services/Procurement
Schug	David	Pacific	Greater Southern California	Power & Industrial
Schwalbach	John E	Central	Central	Transportation
Searl	Susanne M.	All	All	Support/Cross Services
Seibert	Tracy	East Penn Project	East Penn Project	Environment
Servetas	Dan	Northeast	Greater New York - Pennsylvania	Environment
Setzko	Dennis	Northeast	New England	Water

Seward	Donald	Southeast	Mid-Atlantic	Environment
Sewell	William	DC Metro+	DC Metro+	PPM
Shanahan	Kevin	NY Metro	NY Metro	Environment
Shannon	Michael T	Northeast	Philadelphia Metro	Environment
Shareef	Gunseli	All	National Power and Industrial	Power & Industrial
Sheehan	Crystal	All	All	Support/Cross Services/Procurement
Shemo	Neil	Northeast	Pennsylvania	Transportation
Shileikis	Dale	All	All	Environment
Shleyger	Liliya	All	All	Support/Cross Services
Shoemaker	Mike J.	Pacific	Northwest	Environment
Shreve-Gibb	Betsy	Northeast	Northeast Sub Bus Line Support	Water
Shrodes	Christopher	Central	Central	Buildings + Places
Shulters	Jacqueline	West	West	Water
Shumpert	Derrick S.	All	DCS Americas	All
Siegel	Ruby	NY Metro+	NYC Metro	Transportation
Sikora	John	Central	Central	Water
Silvers	Brian	Central	Central	All
Simmler	Lee Anne	All	All	Environment
Simmons	Deb	Northeast	New England	Environment
Simpson	Dennis	DC Metro+	DC Metro+	Transportation
Simpson	Randy	Gulf/Southwest	Southwest	Transportation
Singletary	James P	All	National B+P	Buildings + Places
Singley	Charles E.	All	All	Support/Cross Services/Procurement FBS Contracts
Slade	Patti	Southeast	Mid-Southeast	Environment
Smerage	Jeremy	W. Canada/Toronto Metro+	Western Canada - Mountain States	Transportation
Smiley	Jerry	Gulf/Southwest	Dallas/Ft. Worth Metro	Environment
Smith	Christopher Charles	Southeast	Mid-Southeast	Business + Places
Smith	Craig J.	Pacific	Pacific	Water
Smith	Sheryl	Midwest	Eastern Midwest	Environment
Smith	Ronald	DC Metro+	DC Metro+	Water
Smyth	Nicholas A	Pacific	San Francisco Bay Area Metro	PPM

Solberg	Bill (William)	Environment	Industrial	Environment
Somerville	John	All	National Government	National Government
Somerville	Paul	LA Metro+	LA Metro	Environment
Song	Jiongiong (John)	Central	Central	Transportation
Sosa	Ray	LA Metro+	LA Metro	Transportation
Soukup	Jim	All	National Transportation	Transportation
Spaventa	Nicholas	NY Metro+	NYC Metro	Transportation
Spencer	Julie A	All	All	Environment
Spera	Michael L	NY Metro+	NYC Metro	Environment
Sprague	Warren	LA Metro	LA Metro	Transportation
Squire	James (Rich)	Central	Central	Transportation
Stahl	David	Central	Central	Construction
Stannard	Keith	Southeast	Greater FL/Latin America/Miami Metro	Power and Industrial/Oil & Gas
Stark	John J.	All	All	Support/Cross Services
Steele	Tamela K.	All	All	Support/Cross Services
Stenberg	Laurie	DC Metro+	DC Metro	Environment
Stevens	Noelle Dawn	All	All	Support/Cross Services/Procurement
Stiller	Michael	All	All	Environment
Stinson	Beverley	All	Wastewater	Water
Stobbie	Brian	NY Metro+	NYC Metro	Transportation
Stockton	Richard	Central	Central	Transportation
Stoikoff	Jason	West	West	Buildings + Places
Stone	Lisa G.	All	All	Support/Cross Services/Procurement
Storella	Paul	NY Metro+	NYC Metro	Water
Straus	Alan	Southeast	Mid-Atlantic	Chief Operations Office (COO)
Strickland	Janet	Central	Central	Water
Stroh	Steve	All	Complex Bridges	Transportation
Strohecker	Alanna	All	All	Transportation
Sturn	Richard	Environment	Industrial	Environment
Suarez	Regina	Southeast	Puerto Rico	Buildings + Places
Suhre	Joseph	Midwest	Eastern Midwest	Environment


Sulerzyski	David	Southeast		Transportation
Swearingen	Emily Fox	Southeast	Mid-Southeast	Transportation
Sweitzer	Sherry Lynn	West	West	PPM
Swider	Dawn	Midwest	Chicago Metro	Environment
Taavola	Daryl J	Central	Central	Transportation
Taddeo	Carol-Anne	Northeast	New England	Environment
Takacs	Patricia	All	All	All
Tammi	Carl	Northeast	New England	Environment
Tarara	Andrew J.	ENV Programs	Oil & Gas	Environment
Taylor	Amanda	Southeast	Mid-Southeast	Environment
Taylor	Michael Joseph	Southeast	Mid-Southeast	Water
Taylor	Randall	Southeast	Carolinas/Tennessee	
Taylor	Stephanie	All	All	Environment
Teacle	Val	All	All	Procurement
Tehrani	Touraj (Tom)	NY Metro+	NYC Metro	Transportation
Tennant	Doug	Southeast	Carolinas/Tennessee	Transportation
Thibault	Scott	Northeast	New England	Water
Thomas	Douglas K.	All	All	Support/Cross Services/Procurement
Thomas	Michael A.	Midwest	Central Midwest	Environment
Thompson	Raymon	All	All	FBS Exec
Thompson	Richard	All	Project Performance	B+P
Thonen	Terrance L	Midwest	Central Midwest	Environment
Tiedeman	Janie	DC Metro+	DC Metro+	Transportation
Tiernan	Christine	NY Metro+	NYC Metro	Transportation
Toms	Edwin	Central	Central	Water
Toomey	Landon C.	All	All	All
Torres	Carlos	Southeast	Carolinas/Tennessee	Federal Construction
Totillo	Bob	NY Metro+	NYC Metro	Transportation
Treat	Matthew B.	Pacific	Pacific	B+P
Trippe	Gregory M.	All	All	Procurement FBS Contracts
Tronel	Claire	Southeast	Southeast	Transportation
Tsai	Steve	All	National Government	National Government
Tubman	John	All	National Government	National Government
Tull	Steven	Northeast	Philadelphia Metro	Environment
Turk	Dave	Central	Central	Water
Turley	Bob	Pacific	Northern California	Power & Industrial
Turner	Michael	DC Metro+	DC Metro+	Transportation



Tyrrell	Terry W.	Central	Central	Transportation
Ulukaya	Matt	LA Metro+	LA Metro	Transportation
Unger	Petra	Pacific	Greater Northern California	Environment
Ungerer	Janet	Southeast	Mid-Atlantic	Transportation
Ulrich	Cecil	Pacific	Pacific Northwest	Support/Cross Services
Vaccari	Mitch	Pacific	Greater Northern California	PPM
Van Den Berg	Harm (Harry)	Pacific	LA Metro+	Environment
Vannest	Tracey	All	Dow Chemical, Blue Cube, Olin	Oil & Gas
Vargas	Juan	Central	Central	Water
Veltri	Lorraine	Southeast	Southeast	Water
Vicar	Darren	Southeast	Southeast	Buildings + Places
Vierheilig	Kim	Northeast	Northeast	Buildings + Places
Volk	John	Northeast	Philadelphia Metro	Transportation
Volz	Tim	Central	Central	Water
Wacker	Earl	All	National Transportation	Transportation
Wagner	Jeffry	Southeast	Greater Florida	Environment
Walker	Greg	Pacific	Pacific Northwest	Transportation
Walker	Kimber Lee	All	All	All
Walther	Kimberly R.	All	All	Support/Cross Services/Procurement
Wanyoike	Crispin	LA Metro+	LA Metro	Environment
Warf	Jennifer	DC Metro+	DC Metro+	Environment
Wasteneys	Colin	NY Metro+	NYC Metro	Environment
Watson	David C	West	West	PPM
Watson	Matthew	Southeast	Mid-Atlantic	Environment
Weaver	David	Southeast	Mid-Atlantic	Transportation
Weaver	Ryan	Central	Central	Transportation
Weber	Deanna M	West	West	Buildings + Places
Webler	Jim	Southeast	Mid-Atlantic	Transportation
Weeks-Chmura	Laurie	All	All	Support/Cross Services/Procurement
Wellington	Bradley	DC Metro+	DC Metro	Buildings + Places
Wengler	Frank	All	NA - TRANS Opco Mgmt (937)	Transportation

Wernig	Carole M.	All	All	Support/Cross Services/Procurement
West	Joe	Southeast	Mid-Atlantic	Environment
Whalen	Timothy J.	Central	Central	Transportation
Wherritt	William (Bill)	LA Metro	LA Metro	PPM
White	Timothy	Central	Central	Water
Whitton	Landon	Central	Central	Transportation
Widdison	Edwin B. (Blake)	All	All	All
Wilcox	David	Southeast	Greater Florida	Water
Wilkerson	William	Pacific		PPM
Williams	Linda	Gulf/Southwest	Houston Metro	Environment
Williams	Jennifer L.	Central	Central	Water
Williamson	Jeff	All	Regional Leader	National Government
Willson	Lane	Southeast	Mid-Atlantic	Environment
Winegard	Mike	Central	Central	Water
Wolf	Christopher	Central	Central	Environment
Wolf	Paul	All	All	Support/Cross Services/Procurement FBS Contracts
Wolsfeld	Richard P.	All	All	Transportation
Wong	Derrick	Pacific	San Francisco Bay Area Metro	Water
Wong	Noel C	Pacific	San Francisco Bay Area Metro	Water
Wood	Grace	Southeast	NC/SC/TN/GA/AL, Environment GA/AL	
Wood	David M.	Southeast	DCS	Water
Wood	Mike	DC Metro+	DC Metro	Buildings + Places
Wood	Tatiana M.	All	All	Support/Cross Services/Procurement
Woods	Tom	DC Metro+	DC Metro	Buildings + Places
Workman, Jr.	Gerald S.	Southeast	Southeast	Environment
Wright	Keith	All	All	Support/Cross Services/Procurement
Wright	Robert	Northeast	New England	Transportation
Wuttig	Mark O.	Pacific	Pacific	Environment
Wyrick	Robert	Southeast	Mid-Southeast	Environment

Yang	Wendy H.	Pacific	Orange	Buildings + Places
Yarnish	John J.	Pacific	Pacific	Transportation
Yates	Greg	Northeast	New England	Transportation
Yenne	Lisa	Central	Central	Water
Young	Richard A.	Central	Central	Transportation
Young	Laura A.	Pacific	Alaska	Environment
Zafonte	Joseph	NY Metro+	NYC Metro	Support/Cross Services
Zagol	Eric	Pacific	SF Metro	Water
Zebley	Margaret C.	Gulf Southwest Region	Rocky Mountain Area	Environment
Zimmerman	Jim	DC Metro+	DC Metro	Environment

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 2a</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p>
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**SUBJECT: INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER'S REPORT**

**SUMMARY**

An oral report will be provided at the time of the meeting.


**BACKGROUND INFORMATION**

None

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**Attachments:**

None.

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 2b</p> <p><b>PRESENTER:</b> Mark Gibbs, Director of Aviation</p>
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**SUBJECT: INFORMATIONAL ITEMS – REPORT ON BREEZE AIRWAYS**

**SUMMARY**

An oral report will be provided at the time of the meeting.


**BACKGROUND INFORMATION**

None.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**Attachments:**

None.

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 2c</p> <p><b>PRESENTER:</b> Jeff Barrow, Director of Development</p>
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**SUBJECT: INFORMATIONAL ITEMS – STATUS OF FUEL FARM PROJECT**

**SUMMARY**

An oral report will be provided at the time of the meeting.


**BACKGROUND INFORMATION**

None.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**Attachments:**

None.

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 2d</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: INFORMATIONAL ITEMS – REPORT ON AUDIT**

**SUMMARY**

An oral report will be provided at the time of the meeting.


**BACKGROUND INFORMATION**

None.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**Attachments:**

None.

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 3</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: REGISTER OF DEMANDS FOR NOVEMBER 2023**

**SUMMARY**

SBIAA's Register of Demands for November 2023.

**RECOMMENDED ACTION(S)**

Receive for information.

**FISCAL IMPACT**

Various accounts as shown.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows



**BACKGROUND INFORMATION**

The attached Register of Demands corresponds to checks issued in the month of November 2023. The total of the register is \$10,915,391.82.

Fuel: Titan Aviation Fuels was paid \$10,067,729.21 for aviation fuel to resell at the Luxivair-SBD. Merit Oil Co. was paid \$43,018.97 to operate SBIAA vehicles and for resale at Luxivair-SBD.

Utilities: Burrtec Waste Industries Inc., City of San Bernardino Water Department, East Valley Water District, Frontier Communications Corporation, Granite Telecommunications, Edison, The Gas Co., Underground Service Alert of Southern Cal, Utility Telecom Group LLC, and Verizon were paid a total of \$183,056.94.

Capital Projects Cost: CJMC Holdings LLC and Hallett Electric Inc. were paid a total of \$8,352.00.

Professional Services: Allawos & Company; Boston Fox Tighe International LLC; David Turch and Associates; Eide Bailly LLP; Hernandez, Kroone & Associates Inc.; Imagine Systems Inc; Innovative Federal Strategies LLC; Ludwig Engineering Associates inc.; Right Energy Group and Tom Dodson were paid a total of \$83,84.20.

**Attachments:**

1. Register of Demands for the November 22, 2023 Commission Meeting.
2. Visa breakdown - October 2023.

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**11/22/2023**

Line	Company Name	Description	AP Register
1	Accurate First Aid Services LLC	First aid and supplies-cabinet refills	1,295.23
2	ADB Safegate Americas LLC	Airfield lighting & supplies for runway & taxiways	108.72
3	ADT LLC	Burglar and fire alarm monitoring	6,175.50
4	Airgas Inc.	CO2 cylinder refill used for fountain drink machine	111.29
5	Airwave Communications	Airband transceiver radios, mobile UHF radios and programming the mobile UHF	5,421.24
6	All Pro Broadcasting Inc.	Advertising in support of Breeze 1 year anniversary event	2,800.00
7	Allawos & Company	Professional consulting services-solar and green energy services	2,193.75
8	Amazon Capital Services Inc.	Purchases of supplies and goods	4,430.30
9	American Association of Airport Executives	Registration fee for staff members to attend virtual workshop on incident reporting writing	1,500.00
10	American Rental Inc.	Rental equipment & tools	1,294.37
11	Amtech Elevator Services	Maintenance and repairs for elevators & escalators	5,895.00
12	Automated Gate Services Inc.	Gate on-call services	889.00
13	Aviatrix Communications LLC	Marketing services, advertising and Good Neighbor program	26,998.14
14	Babcock Laboratories Inc.	Storm water analysis testing	193.83
15	BC Rentals Inc.	Signage material & supplies	676.94
16	Belico Details LLC	Mobile car washes-security, OPS & Maint. fleet	2,680.00
17	Boston Fox Tigue International LLC	Marketing services	34,062.16
18	BrightView Landscape Services, Inc.	Luxiviar landscaping project	6,798.83
19	Burrtec Waste Industries Inc.	Trash removal services	4,984.76
20	C & A Janitorial Services	Janitorial services	39,849.01
21	CDW Government LLC	IT equipment	6,125.66
22	CED-Consolidated Electrical Distributor	Light bulbs & electrical supplies	443.50
23	Certapro Painters of Corona & Temecula	Security deposit refund	92,852.82
24	Cintas Uniforms	Uniform and rug services	8,846.46
25	City of San Bernardino Water Department	Water and sewer services	13,395.87
26	CJMC Holdings LLC	Professional services - capital project management services	5,360.00
27	Dans Lawnmower Center	Small equipment repairs and landscape supplies	276.50
28	David Turch and Associates	Professional services agreement - lobbying services	5,000.00
29	DBT Transportation Services LLC	ILS/AWOS tower equipment service	3,580.58
30	Dibs Safe & Lock Service	Key duplication & locksmith services	434.82
31	Donald Platten	Annual boot reimbursement	168.55
32	DoorTech	Door repair on-call services	463.66
33	Eagle Graphics LLC	Online logo branded merchandise, supplies & program fees	16,399.21
34	East Valley Water District	Water services	102.02
35	Eduardo Estrada	Travel AAAE Airport Noise Conference 10/2023 Dallas TX-Per Diem	245.00
36	Eide Bailly LLP	Professional audit services FY 2022-2023	7,000.00
37	Encore Lighting Inc.	Light bulb and ballast replacements	495.90
38	Ernie's Auto Interior	Vehicle & equipment upholstery repairs	595.00
39	Ewing Irrigation Products Inc.	Commercial irrigation supplies and repairs parts	186.28
40	Express Printing Signs and Tees	Security department fleet vehicle car washes	278.40
41	Express Quality Car Wash	Vehicle auto detailing	89.95
42	Federal Technology Services	Install /repair & termination for fiber optic cable-Bldg.56	3,572.75
43	FedEx	Courier services	82.50
44	Ferguson Enterprises LLC	Plumbing supplies & materials	547.25
45	Ford Credit Company	Monthly lease payments for Luxivair-SBD courtesy vehicles	1,943.44
46	Frontier Communications Corporation	Telephone services	4,905.66
47	Geiger Bros	Promotional items-2 piece desk water set laser engraved	1,549.93
48	Gerred Snyder	BSIS 09/2023 reimbursement	200.00
49	GMSTEK LLC	Monthly subscription fee for point of sale system	3,965.50
50	Grainger	Parts and supplies for building repairs	2,044.16
51	Granite Telecommunications	Telephone services	5,278.25
52	Gregg Gerth	Training Ontario Police department-Airport Security Course fee and employee business travel expense reimbursement	268.99
53	Greta Reynolds	Training Ontario Police department-Airport Security Course fee and employee business travel expense reimbursement	268.99

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**11/22/2023**

Line	Company Name	Description	AP Register
54	Hallett Electric Inc.	Contract to provide electric power to UAS training center-retention	2,992.00
55	Ham's Electric Inc.	On-call electrical services	1,628.76
56	Harbour Productions	Breeze anniversary event production	16,650.00
57	Herc Rentals	Breeze event-Whisper generators to support luxury restroom trailer	1,864.72
58	Hernandez, Kroone & Associates Inc.	Professional engineering - on call surveying services	6,135.50
59	ID Supply	Badging supplies	3,044.07
60	Imagine Systems Inc.	Professional consulting services	13,202.79
61	Inland Action Inc.	Semi-Annual membership dues	1,816.00
62	Innovative Federal Strategies LLC	Professional service -Federal Legislative Advocacy Services	6,000.00
63	IronGate Private Security Inc.	Breeze anniversary event-security guard services	2,040.00
64	Jackhammer Movement Inc.	Event support, design & merchandise for airport-marketing	4,900.00
65	Jeffrey Wagner	Annual boot reimbursement	135.92
66	Justus Knight	Training Ontario Police department-Airport Security Course fee and employee business travel expense reimbursement	268.99
67	K&L Hardware and Plumbing Supply Inc.	Maintenance tools and supplies	226.65
68	Ken Grody Ford Redlands LLC	Fleet vehicle parts and services	195.05
69	Los Angeles Engineering Inc.	Emergency work performed-mainline water leak in the infield south runway	3,034.94
70	Ludwig Engineering Associates Inc.	Professional engineering services	3,260.00
71	Mackinac Software LLC	Monthly service fees for AWOS weather system	178.00
72	Merit Oil Company	Fuel inventory for fleet operations	43,018.97
73	Michael J. VanGorder Photography	Photography events & promotions-"Cruising Altitude Concert"	1,590.00
74	Michael Saldana	Travel NBAA-BACE conference 10/2023-perdiem	395.00
75	Mirau Edwards Cannon Lewin & Tooke LLP	Professional legal services agreement	803.83
76	Monette Mendoza	Travel NBAA-BACE conference 10/2023-perdiem	395.00
77	Motion Picture Licensing Corp.	Licensing fee for theater	1,296.51
78	National Equipment Leasing LLC	Monthly lease payment for 7k, 10k, and 15k refuelers	28,396.20
79	Occupational Safety Training Systems	Traffic control tech/flagger operations employee training	1,870.00
80	Parts Authority Metro LLC	Vehicle parts and service supplies	2,399.34
81	Pete's Road Service Inc.	Vehicle repairs and parts	5,201.32
82	Petty Cash - Reshma Rajan	Petty cash custodian reimbursement for miscellaneous supplies and employee reimbursements	630.63
83	Pitney Bowes Global Financial Services	Leasing fees- postage machine	252.85
84	PlaneNoise Inc.	Noise complaint program	1,287.50
85	Presidio Networked Solutions Grp LLC	Replacement of obsolete 3com network switches-Bldg.48	66,029.40
86	Pro Spray Equipment	Equipment & supplies for landscape maintenance	108.75
87	Really Big Coloring Books Inc.	SBD branded giveaways	6,288.20
88	Red Star Fire Protection	Replace / remove PIV-Bldg.603	4,700.00
89	Redlands Community News	Advertising	2,379.31
90	Right Energy Group	Professional agreement for Green Energy Programs	6,500.00
91	SDRMA	FY 2022/23 workman's comp insurance adjustment to actual	22,377.25
92	So Cal Aviation Association	Golf tournament sponsorship	2,250.00
93	Southern California Edison	Electric power	145,906.86
94	Staples Contract & Commercial LLC	Office supplies	2,571.52
95	Sunwest Printing Inc.	Printing services	432.83
96	Sysco Riverside Inc.	Hospitality bar supplies - Luxivair SBD	3,684.35
97	TELOS Identity Management Solutions LLC.	TSA background checks and fingerprinting processing	637.00
98	The Gas Company	Gas services	454.78
99	Thompson Industrial Supply	Bbaggage handler conveyer belt replacement-Bldg.673	3,526.33
100	Titan Aviation Fuels	Jet A and Avgas fuel inventory purchases	10,067,729.21
101	Tom Dodson & Associates	Professional services - environmental issues/projects	450.00
102	Trilogy Medwaste West LLC	Waste disposal service for international flights	370.51
103	Tyler Platten	Annual boot reimbursement	200.00
104	Underground Service Alert Of Southern Cal	Notification system for underground utilities	29.25
105	US Custom & Border Protection	Customs contract and inspection fees	393.05

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**11/22/2023**

Line	Company Name	Description	AP Register
106	US Fueling Solutions	Fuel truck repairs and maintenance	4,105.10
107	Utility Telecom Group LLC	Data Ethernet & phone service-bandwidth & telephone services	4,435.95
108	Verizon Wireless	Wireless phone services	3,563.54
109	VFS Fire & Security Services	Recurring / unplanned maintenance, repairs & inspections-pump house	3,586.67
110	VISA	Office supplies, airport supplies and services, and Luxivair SBD supplies,	65,237.66
111	Wendy McConaughey	Travel NBAA-BACE conference 10/2023-perdiem	395.00
112	Wintrust Specialty Finance	Monthly refueler lease payment	6,613.09
	Total		\$ 10,915,391.82

**Visa Breakdown  
October 2023  
SBIAA**


Line	Description	Vendor	Dept.	Amount
1	Breeze Anniversary Event 09/16/2023-food truck	The Habit	Admin	3,450.00
2	Breeze Anniversary Event 09/16/2023-food truck	Kona Ice	Admin	442.61
3	Breeze Anniversary Event 09/16/2023-food truck	IE BeerFarm	Admin	4,456.00
4	Breeze Anniversary Event 09/16/2023- food truck	Italia Pasta E Pizza	Admin	2,073.80
5	Breeze Anniversary Event 09/16/2023-food truck	JoJo's Grill-A-Dog	Admin	1,259.60
6	Office 365 licensing for employees-premium	www.office.com	COB	570.00
7	Office 365 licensing for employees-standard	www.office.com	COB	737.50
8	Office 365 licensing for employees-basic	www.office.com	COB	220.00
9	Electronic storage- account	DropBox	COB	119.88
10	Employee appreciation/engagement-food truck	JoJo's Grill-A-Dog	HR	66.00
11	Employee appreciation/engagement-food truck	JoJo's Grill-A-Dog	HR	726.37
12	Employee appreciation/engagement-food truck	JoJo's Grill-A-Dog	HR	726.38
13	Satellite TV for customs office	Dish Network	HR	100.70
14	Background screening for new hires	Checkr	HR	280.96
15	Employee drug screening	Exam Professionals	HR	100.00
16	Property Management Professional exam retake-K. Vejar	Project Management Institute	Development	375.00
17	Fuel Truck Repairs and Maintenance-fuses for lava cart charging	Superbreakers	Fuel Farm	100.89
18	Fuel Truck Repairs and Maintenance-replace O-ring 7K truck	Grainger	Fuel Farm	19.42
19	Replace steel pail fuel farm	Grainger	Fuel Farm	139.28
20	Caps fuel line tank 4 project	Grainger	Fuel Farm	124.04
21	Restock cleaning supplies-FBO	Lowes	Fuel Farm	257.33
22	Replace broken tools-FBO	Lowes	Fuel Farm	152.53
23	Gas cans for fuel storage at the shop	La Verne Power Equipment	Maint	217.47
24	Fill dirt for sand bags	Sunshine Growers Nursery	Maint	280.15
25	Cage for storing propane tanks	Uline	Maint	946.61
26	Stage Plane material for event	Lowes	OPS	50.04
27	Spray for bed liner - Grounds Ford Maverick	Wolf Bend liners Inc.	OPS	606.08
28	Light bar for Grounds Maverick	LED Lighting	OPS	351.93
29	Light bar Fleet truck 50	LED Lighting	OPS	457.93
30	Repairs needed OPS 5 truck dealership only repairs needed	Diamond Chevrolet	OPS	1,054.79
31	Truck parts-Mount for light bar Grounds F-150 Lightning	SP Elite Truck	OPS	164.41
32	Floor mats for Grounds truck 2023 Ford Maverick	Weather Tech	OPS	239.04
33	Floor mats for Grounds truck 2023 Ford F-150 Lightning	Weather Tech	OPS	239.04
34	Light bar for Grounds Lightning	LED Lighting	OPS	351.93
35	Library TV set wall plate	Lowes	OPS	7.60
36	Electrical parts fleet shop recharging center	Home Depot	OPS	40.22
37	Front door hardware repair-Bldg. 673	DK Hardware	OPS	51.89
38	I.A.F. HVAC repairs-drive belt	Allied Refrigeration	OPS	67.45
39	Door repairs hardware-Bldg. 673	Automatics & More Inc.	OPS	214.76
40	Concert decorations-lights - Bldg. 673	Lowes	OPS	125.42
41	Electrical wire IT project-Bldg. 673	Lowes	OPS	61.91
42	HVAC parts for portable AC units	Home Depot	OPS	65.16
43	Replacement AC units drive belts	Allied Refrigeration	OPS	85.71
44	Painting supplies-pilots lounge-Bldg. 673	Home Depot	OPS	224.17
45	Facilities department supplies batteries & WD40	Home Depot	OPS	62.29
46	Painting supplies pilots lounge-Bldg. 673	Lowes	OPS	77.48
47	Concert decorations lights & tape-Bldg. 673	Lowes	OPS	242.56
48	AC Unit replacement customs office condenser motor	eBay	OPS	312.10
49	Hangar light replacements LED light bulbs	Home Depot	OPS	108.72
50	Hangar light replacements LED light bulbs	Home Depot	OPS	817.76
51	Wildlife dog grooming	Petco	OPS	20.00
52	ARFF fire truck services Oshkosh T-3000	eBay	OPS	455.99
53	Airport. Comm Center equipment maintenance-AVTEC radio troubleshooting	Airwave	OPS	946.05
54	Freezer for wildlife management	Home Depot	OPS	276.23
55	Decal installation side stripes for the two new OPS Ford Mavericks	BSMNT Customs	OPS	1,503.65
56	LED lighting & supplies	Lowes	OPS	233.48
57	Carpet for back of stage plane	Lowes	OPS	322.95
58	Air conditioner compressor belts-IAF	Allied refrigeration	OPS	81.65

**Visa Breakdown  
October 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
59	1 year membership to SWAAAE -David Graham	SWAAAE		95.00
60	Cable TV - FBO Movie subscription for theater	Netflix	FBO	19.99
61	Parking permit tags-FBO	Uline	FBO	117.67
62	Line service technicians and CSR's Uniforms-FBO	Cintas Uniforms	FBO	239.81
63	Band rider supplies for concert	Food 4 Less	FBO	114.15
64	Band rider supplies for concert	Stater Bros.	FBO	78.49
65	Music for the concert	On The Go DJ Pro	FBO	795.00
66	Fuel for FBO courtesy vehicles	Chevron	FBO	57.88
67	Fuel for FBO courtesy vehicles	Chevron	FBO	82.10
68	Hospitality catering for N501AP	Stater Bros.	FBO	33.98
69	Hospitality for Inland Action & Guests	Panera Bread	FBO	72.91
70	Hospitality Dry Cleaning service for N122NR	Family Dry Cleaners	FBO	112.00
71	Hospitality for cleaning services for N585AJ	Family Dry Cleaners	FBO	129.00
72	Uniforms for CSR-FBO	Cintas	FBO	365.14
73	Supplies-Balloon Buddy for event	Party City	FBO	43.10
74	Supplies Ice chest for event	Lowes	FBO	460.05
75	Hospitality for concert event set-up team	Miguel's	FBO	399.28
76	Hospitality for concert event set-up team	Mc Donald's	FBO	113.95
77	Hospitality Band rider supplies for concert	Stater Bros.	FBO	223.46
78	Hospitality Concert set-up team	In N Out	FBO	243.89
79	Refrigeration truck needed for concert hospitality vendor	Enterprise Rental	FBO	871.77
80	Fuel for refrigeration truck	Arco	FBO	68.96
81	Fuel for FBO courtesy vehicles	Chevron	FBO	121.41
82	Tarp for plane stage protection	My Tarp	FBO	599.13
83	Fuel farm supplies velcon test kit	Aviation Laboratories Inc.	FBO	10.00
84	Cleaning supplies-FBO	Target	FBO	189.52
85	Lunch / tour with CAI & Michael Allawos	Panera Bread	Admin	92.15
86	Video communications membership	Zoom	Admin	161.52
87	State of the County Conference-registration	San Bernardino County	Admin	150.00
88	Ice machine repairs- Bldg. 730	Advance Refrigeration	Maint	372.96
89	Facilities handi-mover dolly	Uline	Maint	355.24
90	LED Corn Lights-Bldg. 673	Home Depot	Maint	65.22
91	Adult electrodes- Bldg. 674	Cardio Partners	Maint	81.57
92	Breeze event stage plane lights	Home Depot	Maint	406.73
93	Event stage plane lights Home Depot	Home Depot	Maint	260.87
94	US & California flags-Bldg. 680	Flags Express	Maint	752.38
95	Supplies for Breeze event-cable ties	Lowes	Maint	403.76
96	Galvanized cap	Hirsch	Maint	23.93
97	Domain name renewals	Network Solutions	IT	779.67
98	Parking revenue transaction processing-cc processing	Windcave	IT	295.00
99	Cloud Server - agencies website usage charges	Digital Ocean	IT	64.30
100	Website management software license	CPanel	IT	39.99
101	TV Content for Concourse streaming service	Sling TV	IT	60.34
102	Terminal server allows multiple users on single system	ThinStuff	IT	349.00
103	Hosted T collaboration communication software	Slack	IT	43.75
104	Terminal background music streaming service	Soundtrack Your Brand	IT	54.00
105	Hospitality catering services for N5040K	Panera Bread	FBO	33.97
106	Service large ice machine	Refrigeration Control Com.	FBO	278.10
107	Temporary container for Breeze Event 9/16/2023	Burrtec Waste Industries Inc.	Purchasing	915.90
108	Signage-designated smoking areas and no smoking-terminal	Brinmar Industries	Purchasing	144.21
109	800' bicycle fence rental for Breeze Anniversary Event 9/16/2023	Andy Gump Inc.	Purchasing	2,567.13
110	Luxury restroom trailer VIP section for Breeze Anniversary Event 9/16/2023	Andy Gump Inc.	Purchasing	4,798.11
111	Porta potties for Breeze Anniversary Event 9/16/2023	National Construction Rentals Inc.	Purchasing	5,002.51
112	Porta potties for Breeze Anniversary Event 9/16/2023	National Construction Rentals Inc.	Purchasing	870.00
113	Landing pad rental for Breeze event slide area	Breeze Airways	Admin	865.00
114	Signage additional designed smoking signs for Terminal	Brinmar Industries	Purchasing	36.42
115	Car washes-security vehicles	Express Quality Car Wash	Purchasing	269.85
116	SBD award submission ACI-NA	Airports Council International	Mktg	100.00
117	Subscription for stock imagery	Adobe.com	Mktg	49.99

**Visa Breakdown  
October 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
118	Monthly subscription upgraded this month for the concert	Eventbrite.com	Mktg	100.00
119	Annual dues for NBAA membership supporting business aviation for Luxivair	National Business Aviation Assoc Inc.	Mktg	1,250.00
120	Fire permit fee for concert	County of San Bernardino	Maint	58.95
121	Waste oil tank-Bldg. 730	Northern Tool	Maint	5,284.61
122	Travel World Routes Conference 09/2023 Istanbul Turkey-M. Burrows-flight	United Airlines	Admin	1,307.05
123	Travel Breeze Las Vegas promotional plane event M. Gibbs-transport	Lyft	Admin	38.39
124	Travel SWAAAE conference 09/2023 Sacramento M. Gibbs -air fare	Southwest	Admin	417.96
125	Travel SWAAAE conference 09/2023 Sacramento M. Gibbs - Lodging	Hilton	Admin	247.75
126	Travel SWAAAE conference 09/2023 Sacramento M. Gibbs - transportation	Taxi	Admin	32.60
127	Travel SWAAAE conference 09/2023 Sacramento M. Gibbs - parking fees	Bob Hope Airport	Admin	36.00
128	Travel World Routes Conference 10/2023 Istanbul Turkey-M. Gibbs-lodging	Expedia	Admin	1,618.32
129	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-air fare	Southwest	Admin	89.98
130	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughy-air fare	Breeze Airways	Admin	89.98
131	Travel NBAA-BACE Conference 10/15-10/20/2023 M. Saldana-air fare	Breeze Airways	Admin	89.98
132	Travel NBAA-BACE Conference 10/15-10/20/2023 M. Saldana, W. McConaughy, and M. Mendoza -flight@ 103.99 each	Breeze Airways	Admin	311.97
				\$ 65,237.66
	VISA Statement Balance			\$ 65,237.66
	Date Prepared:11/08/2023			

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 4</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: REGISTER OF DEMANDS FOR DECEMBER 2023**

**SUMMARY**

SBIAA's Register of Demands for December 2023.

**RECOMMENDED ACTION(S)**

Receive for information.

**FISCAL IMPACT**

Various accounts as shown.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows



**BACKGROUND INFORMATION**

The attached Register of Demands corresponds to checks issued in the month of December 2023. The total of the register is \$12,621,956.31.

Fuel: Titan Aviation Fuels was paid \$9,003,785.17 for aviation fuel to resell at the Luxivair-SBD. Merit Oil Co. was paid \$40,143.85 to operate SBIAA vehicles and for resale at Luxivair-SBD.

Employee Benefits: Kaiser Foundation Health Plan Inc., and Legal Shield Services inc. were paid a total of \$54,897.66.

Utilities: Burrtec Waste Industries Inc., City of San Bernardino Water Department, East Valley Water District, Frontier Communications Corporation, Granite Telecommunications, Edison, The Gas Co., Underground Service Alert of Southern Cal, Utility Telecom Group LLC, and Verizon were paid a total of \$142,052.12.

Capital Projects Cost: CJMC Holdings LLC, Ewing Painting Inc., Inland Overhead Door, Performance Electric, and Xgraphix LLC were paid a total of \$71,980.00.

Professional Services: Allawos & Company; David Turch and Associates; Eide Bailly LLP; Hernandez, Kroone & Associates Inc.; Imagine Systems Inc.; Mead & Hunt Inc.; Mirau, Edwards, Cannon, Lewin & Tooke LLP; Right Energy Group and Tom Dodson were paid a total of \$89,998.31.

**Attachments:**

1. Register of Demands for the December 21, 2023 Commission Meeting
2. VISA breakdown - November 2023

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**12/21/2023**

Line	Company Name	Description	AP Register
1	282 Services	Fuel truck repairs and maintenance-TCS keypad and gasket	995.95
2	Accurate First Aid Services LLC	First aid and supplies-cabinet refills	418.52
3	ADB Safegate Americas LLC	Airfield lighting & supplies for runway & taxiways	494.66
4	Adel Alsibai	Travel AAAE CMP Certification Academy Training event Alexandria VA. 12/2023 Per diem and parking fees	678.00
5	ADT LLC	Burglar and fire alarm monitoring	1,492.75
6	Airport Council International	Membership dues-M. Burrows	1,690.00
7	All Pro Broadcasting Inc.	Advertising in support of Breeze 1 year anniversary event	400.00
8	Allawos & Company	Professional consulting services-solar and green energy services	4,950.00
9	Amazon Capital Services Inc.	Purchases of supplies and goods	3,524.58
10	American Association of Airport Executives	Membership renewal fees and Registration fees for R. Calderon to attend a virtual workshop on incident reporting writing.	448.33
11	American Rental Inc.	Rental equipment & tools	191.10
12	American Security Group	Command intercom device for badging office / badging parking lot	1,906.88
13	Amerigas Propane LP	Cylinder rack and propane cylinders for refilling propane ground support equipment	89.44
14	Amtech Elevator Services	Maintenance and repairs for elevators & escalators	15,034.62
15	Andersen Commercial Plumbing LLC	On-call plumbing services	4,737.00
16	Arbon Equipment Corp.	PM & service for dock levelers-Bldg.56	998.38
17	Arconas	Flyaway 3 -seat benches additional seating inside terminal	4,012.38
18	Audacy Operations Inc.	Radio advertising for Breeze Anniversary event	24,990.00
19	Aviatrix Communications LLC	Marketing services, advertising and Good Neighbor program	18,008.75
20	B&H Foto & Electronics Corp.	UPS replacement-FBO and monitor for Security Office	3,042.78
21	Babcock Laboratories Inc.	Storm water analysis testing	416.00
22	Basic Backflow	Backflow testing, inspections & repairs	315.00
23	Belico Details LLC	Mobile car washes-security, OPS & Maint. fleet	3,360.00
24	Bernell Hydraulics Inc.	Hydraulic hose repairs & supplies	380.06
25	Board Members	Director fees	1,200.00
26	BrightView Landscape Services Inc.	Luxiviar landscaping project	1,850.00
27	Burrtec Waste Industries Inc.	Trash removal services	5,755.38
28	C & A Janitorial Services	Janitorial services	34,267.23
29	CDW Government LLC	IT equipment	1,684.40
30	CED-Consolidated Electrical Distributor	Light bulbs & electrical supplies	1,740.34
31	Cintas Uniforms	Uniform and rug services	5,512.35
32	City of Ontario	Tuition-Airport Security Course-security	375.00
33	City of San Bernardino Police Department	Airport law enforcement services	282,018.42
34	City of San Bernardino Water Department	Water and sewer services	15,798.64
35	CJMC Holdings LLC	Professional services - capital project management services	2,450.00
36	Climatec LLC	Security system maintenance and repair upgrades	1,775.00
37	Clinical Laboratory of San Bernardino Inc.	Drinking water analysis	215.00
38	Commerce Truck & Equipment Sales LLC	Replace hydraulic seals & hoses-bucket	20,392.11
39	Dans Lawnmower Center	Small equipment repairs and landscape supplies	703.12
40	David Delgado	Boot reimbursement	141.33
41	David Turch and Associates	Professional services agreement - lobbying services	5,000.00
42	DBT Transportation Services LLC	ILS/AWOS tower equipment service	244,081.85
43	Dewey Pest Control	Localized dry wood termite treatment removal & replacement of wood-Bldg.763 one time treatment	1,800.00
44	Dibs Safe & Lock Service	Key duplication & locksmith services	20.12
45	DoorTech	Door repair on-call services	917.32
46	Eagle Graphics LLC	Online logo branded merchandise, supplies & program fees	8,253.65
47	East Valley Water District	Water services	85.21
48	Eide Bailly LLP	Professional services audit FY 2022-2023	3,250.00
49	Emergency-1 Response Inc.	Emergency medical response services-Breeze anniversary event	1,606.25
50	Encore Lighting Inc.	Light bulb and ballast replacements	983.21
51	Environmental Management Technologies	Disposal of hazardous & non hazardous waste	1,333.43
52	Erect-A-Tube Inc.	Bi-fold door actuator	6,738.49
53	Event Design Lab	Live streaming services	800.00
54	Ewing Irrigation Products Inc.	Commercial irrigation supplies and repairs parts	1,679.57

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**12/21/2023**

Line	Company Name	Description	AP Register
55	Ewing Painting Inc.	Painting building and roll up doors- Bldg. 56	18,080.00
56	FedEx	Courier services	278.07
57	Ferguson Enterprises LLC	Plumbing supplies & materials	81.36
58	Flight Light Inc.	Lights and guidance signs-runway edge	745.28
59	Ford Credit Company	Monthly lease payments for Luxivair-SBD courtesy vehicles	1,943.44
60	Franks Fence & Supply Co. Inc.	Chain link fence supplies	108.50
61	Frontier Communications Corporation	Telephone services	4,979.14
62	GMSTEK LLC	Monthly subscription fee for point of sale system	1,630.85
63	Grainger	Parts and supplies for building repairs	1,901.06
64	Granite Telecommunications	Telephone services	5,067.52
65	H.F. Holt Electrical & Automation	Preventative maintenance of baggage handling system	9,436.66
66	Ham's Electric Inc.	On-call electrical services	1,407.36
67	Herc Rentals	Portable AC unit for stage Breeze anniversary event	1,132.90
68	Hernandez, Kroone & Associates Inc.	Professional engineering - on call surveying services	7,297.75
69	Imagine Systems Inc.	Professional consulting services	37,355.89
70	Ink'd Promo and Apparel	Apparel to be used for promotional events & customer give-a-way-Luxivair	3,090.19
71	Inland Overhead Door	Roll up doors, dock levelers and replace panels-Bldg.680	19,353.00
72	Inland Valley Development Agency	Due to activity 09/2020-06/2021 and 06/2023-09/2023	2,154,339.02
73	JBT AeroTech Airport Services	Furnish and install program VFD's for BHS-Bldg.673	6,964.00
74	John Smith	BSIS firearm qualification renewal reimbursement	225.53
75	K&L Hardware and Plumbing Supply Inc.	Maintenance tools and supplies	202.73
76	Kaiser Foundation Health Plan Inc.	Employee medical benefits	53,071.46
77	Lee Chennault	BSIS exposed gun renewal reimbursement	118.00
78	Legal Shield Services Inc.	Employee legal group benefits	1,826.20
79	Mark Gibbs	Travel World Routes Istanbul Turkey flight Turkish Airlines reimbursement and plane rental travel Airports Council Board of Directors meeting	2,016.42
80	Mead & Hunt Inc.	Professional consulting service agreement-providing air services development and airport development	19,290.14
81	MediWaste Disposal LLC	Medical waste services for sharp containers and replacements	33.00
82	Merit Oil Company	Fuel inventory for fleet operations	40,143.85
83	Mirau Edwards Cannon Lewin & Tooke LLP	Professional legal services agreement	3,454.53
84	Misael Lopez Arvizu	Boot reimbursement	200.00
85	National Equipment Leasing LLC	Monthly lease payment for 7k, 10k, and 15k refuelers	28,396.20
86	Nutrien AG Solutions Inc.	Herbicides, pesticides and insecticides-airfield maintenance	2,477.19
87	OfficeChairsUSA	4 ergonomics desks with credenza	7,528.98
88	OneSpan Canada Inc.	3 month renewal	2,545.00
89	Ontario Chamber of Commerce	Annual corporate level membership-M. Burrows	3,000.00
90	Parts Authority Metro LLC	Vehicle parts and service supplies	3,586.78
91	Performance Electric	SCE meter	12,808.00
92	Pete's Road Service Inc.	Vehicle repairs and parts	7,132.90
93	Petty Cash - Reshma Rajan	Petty cash custodian reimbursement for miscellaneous supplies and employee reimbursements	601.22
94	PlaneNoise Inc.	Noise complaint program	1,287.50
95	Plasco, LLC DBA IDZ	Printer supplies-adding office	1,816.50
96	PourAway	Liquid disposal bins and supplies for domestic terminal	1,515.95
97	Presidio Networked Solutions Grp LLC	Support for Cisco Systems	450.00
98	ProDIGIQ Inc.	Software risk management system to track claims	21,050.00
99	Proterra Inc.	Security deposit refund	16,248.00
100	QTpod Petroleum on Demand LLC	Base network access and support plan for self charge pump base	1,425.00
101	RDO Equipment Co	John Deere parts & service	1,107.12
102	Red Star Fire Protection	Remove and replace fire supression system valve - Bldg.603	15,318.69
103	Redlands Community News	Advertising	3,699.29
104	Refrigeration Control Company Inc.	Maintenance and repairs for 2 ice machines-FBO	1,422.98
105	Right Energy Group	Professional agreement for Green Energy Programs	6,500.00
106	San Bernardino Paint	Paint supplies-airfield maintenance	116.80

**San Bernardino International Airport Authority**  
**Register of Demands for Commission Meeting**  
**12/21/2023**

Line	Company Name	Description	AP Register
107	SITA Information Networking Computing USA	12 months maintenance & support	5,433.72
108	SKIDATA Inc.	Fees for domestic terminal parking system	19,319.40
109	Southern California Edison	Electric power	102,343.97
110	Southern California News Group	Advertising services	2,811.40
111	Staples Contract & Commercial LLC	Office supplies	1,393.49
112	Sunwest Printing Inc.	Printing services	542.66
113	Sysco Riverside Inc.	Hospitality bar supplies - Luxivair SBD	7,847.27
114	TELOS Identity Management Solutions LLC.	TSA background checks and fingerprinting processing	2,784.25
115	Tetra Tech AMT	Cyber security assessment	36,499.20
116	The Gas Company	Gas services	807.18
117	The Pitney Bowes Reserve Account	Postage fees	197.29
118	Therma LLC	HVAC project Bldg. 56 and HVAC replacement for new tenant	34,968.72
119	Thompson Industrial Supply	Baggage handler conveyer belt replacement-Bldg. 673	996.41
120	Titan Aviation Fuels	Jet A and Avgas fuel inventory purchases	9,003,785.17
121	Tom Dodson & Associates	Professional services - environmental issues/projects	2,900.00
122	Trilogy Medwaste West LLC	Waste disposal service for international flights	356.41
123	Uline Inc.	PPR & Safety supplies	345.88
124	Underground Service Alert Of Southern Cal	Notification system for underground utilities	27.50
125	United Site Services	Fence rental services	481.38
126	US Custom & Border Protection	Customs contract and inspection fees	1,546.99
127	US Customs & Border Protection	Customs quarterly service fees for airport program	5,646.56
128	USDA-United States Department of Agriculture	Wildlife hazard management biologist services	4,002.70
129	Utility Telecom Group LLC	Data Ethernet & phone service-bandwidth & telephone services	4,457.51
130	Verizon Wireless	Wireless phone services	2,730.07
131	VFS Fire & Security Services	Recurring / unplanned maintenance, repairs & inspections-pump house	39,301.00
132	VideoFP	Videography service	2,235.00
133	VISA	Office supplies, airport supplies and services, and Luxivair SBD supplies,	46,650.53
134	Wintrust Specialty Finance	Monthly refueler lease payment	6,613.09
135	XGraphix LLC	Decal branding for new vehicles	2,610.00
136	Ybang Realty & Development Corp.	Security deposit refund	1,511.01
	Total		\$ 12,621,956.31

**Visa Breakdown  
November 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
1	Office 365 licensing for employees Premium	www.office.com	COB	753.63
2	Office 365 licensing for employees-Basic	www.office.com	COB	220.00
3	Office 365 licensing for employees- Standard	www.office.com	COB	582.00
4	Satellite TV for Customs Office	Dish Network	HR	100.70
5	Webinar and training events for admin services team	Paylocity	HR	299.00
6	Various items used for job fair at SBVC	Target	HR	34.10
7	Office blinds for D. Graham office	justblinds.com	Development	854.11
8	Replace leaking gaskets	Grainger	Fuel Farm	23.79
9	Replace leaking gaskets	Grainger	Fuel Farm	16.57
10	Totes cleaning supplies storage & resupply stock	Lowes	Fuel Farm	318.58
11	Erosion control in the landfill -pig socks	NPC New Pig Corp.	Maint	371.12
12	Erosion control on the airfield -Straw Bales	All Feed Pet and Tack	Maint	284.51
13	Erosion control on the airfield -Straw Bales (refund)	All Feed Pet and Tack	Maint	(91.64)
14	Foaming the sidewalk at the UAS trailer-lumber	Home Depot	Maint	107.74
15	Circular saw & drill for grounds #2-tools	Home Depot	Maint	639.46
16	Window tint #50 fleet truck	Tint City of Loma Linda	OPS	550.00
17	Window tint #01 truck	Tint City of Loma Linda	OPS	430.00
18	Window tint #51 truck	Tint City of Loma Linda	OPS	430.00
19	Supplies & purchases-seals for fleet repairs	O Rings & Things/S & D Specialty	OPS	130.48
20	Window tint #26 truck	Tint City Loma Linda	OPS	430.00
21	Supplies & purchases valve repairs	O Rings & Things/S & D Specialty	OPS	53.21
22	Flag pole lights / lamps	Home Depot	OPS	66.01
23	Electrical wire	Home Depot	OPS	47.75
24	Electrical transformers for BHS	Amazon	OPS	44.03
25	Light bulbs for restrooms	Home Depot	OPS	54.35
26	Electrical lighting controls bldg. 56	EDC	OPS	326.25
27	Drain covers bldg. 56	Zoro Tools	OPS	61.74
28	Electrical supplies Terminal bldg.	Walters	OPS	82.32
29	Electrical supplies for IT room equipment power	Home Depot	OPS	369.14
30	Cipher lockset-IAF Jet Bridge	US Lock Supply	OPS	864.00
31	Membership renewal-G. Heaston	American Association of Airport Executives	OPS	510.00
32	Annual AAAE membership fees for staff-airport executives A. Zapata	American Association of Airport Executives	OPS	229.17
33	Refund order returned	SP ALLPADLOCKS.com	OPS	(754.62)
34	Photoshop annual plan software-OPS	Adobe Inc.	OPS	431.88
35	Equipment-replacement volt cover in taxiway	Old Castle Precast	OPS	275.01
36	Hospitality for Legal Shield Seminar	Smart & Final	FBO	64.93
37	Hospitality for Legal Shield Seminar	Del Taco	FBO	45.50
38	Company Polos ordered-OPS employees	Ecustomwear	FBO	290.98
39	Annual elevator & escalator permits	Dept of Industrial Relations	Admin	675.00
40	Annual elevator & escalator permits processing fee	Dept of Industrial Relations	Admin	15.53
41	Maintenance team meetings-quarterly lunch	Farmer Boys	Maint	53.62
42	Exterior & interior detailing for all FBO vehicles every 2 mos.	Belico Details mobile	FBO	870.00
43	Cable TV - FBO Movie subscription for theater	Netflix	FBO	19.99
44	Storage cabinets-FBO	Uline Inc.	FBO	801.70
45	Cable TV - FBO satellite cable TV subscription 08/2023	Dish Network	FBO	147.59
46	Cable TV - FBO satellite cable TV subscription 09/2023	Dish Network	FBO	147.59
47	Cable TV - FBO satellite cable TV subscription late pmt fee	Dish Network	FBO	10.00
48	Storage cabinets-FBO	Uline Inc.	FBO	801.23
49	Halloween decorations-FBO	Hobby Lobby	FBO	148.70
50	Halloween decorations-FBO	Home Depot	FBO	446.57
51	Line service technicians and CSR's Uniforms and welcome mats-FBO	Cintas Uniforms	FBO	108.72
52	Hospitality services catering fort Aircraft	Panera Bread	FBO	38.36
53	Line service technicians and CSR's Uniforms and welcome mats-FBO	Cintas Uniforms	FBO	252.94
54	Cake for 3rd quarter birthdays-FBO	Stater Bros.	FBO	29.99
55	Line service technicians and CSR's Uniforms and welcome mats-FBO	Cintas Uniforms	FBO	54.36
56	Charter bus services for IEEP leadership session event 3/10/2023	Carreras Tours, LLC	FBO	1348.00
57	Breeze Airways anniversary event food truck	EL Viejon	Admin	1294.76
58	Equipment-microwave for terminal managers office	Amazon	Admin	146.80
59	Equipment-refrigerator for terminal managers office	Amazon	Admin	173.99
60	05/01/2023 Charter bus-Curtis Middle School Airport Tour - late billing	Carreras Tours, LLC	Admin	1482.30

**Visa Breakdown  
November 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
61	Lunch meeting with Cordoba Corp.	Panera Bread	Admin	111.41
62	Maintenance Division - Staff development event (purchased meat for BBQ)	J's Meats	Maint	650.00
63	Maintenance Division - Staff development event (purchased foil)	Johal Liquor	Maint	14.62
64	Maintenance Division - Staff development event (purchased baked goods & food)	Costco	Maint	119.27
65	Maintenance Division - Staff development event (purchased cooking oil)	Devolls Market	Maint	3.79
66	Online training A. Hernandez	Blue EQ	Maint	499.00
67	Ice machine repairs bldg.730	Advance Refrigeration	Maint	872.33
68	Grounds Shop Tools-battery	Home Depot	Maint	325.16
69	Domain name renewals	Network Solutions	IT	649.00
70	Agencies website usage Cloud server	Digital Ocean	IT	64.30
71	Software license website management software	Cpanel	IT	39.99
72	CC Processing parking revenue transaction processing	Windcave	IT	300.30
73	Streaming service TV for Concourse	Sling TV	IT	60.34
74	Supplies-ladder	Home Depot	IT	108.72
75	Supplies-ladder	Home Depot	IT	81.53
76	Supplies-ladder	Home Depot	IT	134.85
77	Hosted IT collaboration communication software	Slack	IT	43.75
78	Music streaming service Terminal background music	Soundtrack Your brand	IT	54.00
79	Fuel for FBO courtesy vehicles	Chevron	FBO	50.59
80	Fuel for FBO courtesy vehicles	Chevron	FBO	92.29
81	Fuel for FBO courtesy vehicles	Chevron	FBO	82.57
82	Fuel for FBO courtesy vehicles	Chevron	FBO	84.25
83	Hospitality catering for IEEP meeting	Panera Bread	FBO	44.63
84	Parts for the AvGas Self Serv	QT Petroleum	FBO	80.31
85	Fuel for FBO courtesy vehicles	Chevron	FBO	71.87
86	Fuel for FBO courtesy vehicles	Chevron	FBO	137.67
87	Refund from rental fee for containers needed for Breeze anniversary event	Burrtec	Purchasing	(300.00)
88	Baby changing table signs for restrooms in terminal	Smartsign	Purchasing	71.60
89	Porta potty rental UAS training in October	National Construction Rentals	Purchasing	539.27
90	Signs for restroom in the terminal	Compliance Signs	Purchasing	29.69
91	Water fountain hydration station decals	Redbubble	Purchasing	57.88
92	Baby changing table signs for restroom Terminal different colors needed	Smartsign	Purchasing	43.53
93	Replacement keys for cabinet inside restrooms in terminal	Dispenser Keys	Purchasing	13.50
94	Annual membership renewal fees for 13 employees	American Association of Airport Executives	Purchasing	2497.92
95	Spin to Win wheel promotion for passengers	Amazon	Mktg	90.25
96	Promotional items cutting boards and setup fees-FBO	AnyPromo.com	Mktg	1871.72
97	Travel ACI-NA Conference Atlanta11/2023 A. Casarez parking fees	Ontario Airport	Mktg	91.00
98	Travel ACI-NA Conference Atlanta11/2023 A. Casarez flight	Southwest	Mktg	325.57
99	Gifts for concert sponsors	SP Fracture	Mktg	352.35
100	Facebook ad-concert promotion	Facebook	Mktg	374.98
101	Table risers for street marketing events promoting airline	Amazon	Mktg	50.01
102	String lights for marketing event to promote airline	Costco	Mktg	45.67
103	Supplies-Pump needle inflator kit	Amazon	Mktg	6.51
104	CAT power station portable battery inflator for street marketing events	Amazon	Mktg	141.91
105	Stock images	Adobe Stock	Mktg	49.99
106	Luggage tags	4Imprint	Mktg	971.42
107	ICOM Aviation Radios and Antenna	MyPilotStore.com	OPS	3145.45
108	Travel Istanbul Turkey World Routes 10/2023 M.Burrows-lodging	Crowne Plaza	Admin	960.85
109	Travel Istanbul Turkey World Routes 10/2023 M.Burrows-lodging (disputed charge)	Crowne Plaza	Admin	301.16
110	Travel Istanbul Turkey World Routes 10/2023 M. Burrows - ground transportation (4)	Uber	Admin	58.00
111	Travel League of Ca Cities training 12/12/-12/15/2023 San Diego Ca J. Farris-City Clerks New Law & Election Seminar registration	League of California Cities	COB	550.00


**Visa Breakdown  
November 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
112	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-meals	OHO Sushi Studio	OPS	31.19
113	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-meals	J. OHO Sushi Studio	OPS	31.19
114	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla transportation	J. Uber	OPS	7.72
115	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Andres-transportation	J. Uber	OPS	7.72
116	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-lodging	J. Expedia	OPS	619.19
117	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-lodging	Expedia	OPS	619.19
118	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata Parking at hotel	Hotel Current Long Beach	OPS	45.00
119	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-meals	El Burrito	OPS	23.24
120	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-meals	J. TST AHI POKI	OPS	24.18
121	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-meals	TST AHI POKI	OPS	24.19
122	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber tip	OPS	1.00
123	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	7.60
124	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-transportation	Uber	OPS	7.61
125	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-meals	J. California Pizza Kitchen	OPS	24.13
126	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-meals	California Pizza Kitchen	OPS	24.13
127	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-meals	J. Long Beach Aquarium	OPS	8.16
128	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-meals	Long Beach Aquarium	OPS	8.17
129	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	10.48
130	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-transportation	Uber	OPS	10.49
131	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	13.47
132	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-transportation	Uber	OPS	13.47
133	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	2.02
134	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-transportation	Uber	OPS	2.02
135	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	8.45
136	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 A. Zapata-transportation Uber	Uber	OPS	8.46
137	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	7.80
138	2023 Annual Conference & Exhibition LB Ca 09/2023-10/03/2023 Padilla-transportation	J. Uber	OPS	7.81
139	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -E. Estrada-AAAE registration	American Association of Airport Executives	OPS	925.00
140	Travel NBAA-BACE Conference 10/15-10/20/2023 M. Saldana-lodging deposit fee	Planet Hollywood	FBO	112.25
141	Travel NBAA-BACE Conference 10/15-10/20/2023 M. Mendoza-lodging deposit fee	Planet Hollywood	FBO	112.25

**Visa Breakdown  
November 2023  
SBIAA**

Line	Description	Vendor	Dept.	Amount
142	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-lodging deposit fee	Planet Hollywood	FBO	112.25
143	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -E. Estrada-flight	American Airlines	FBO	607.81
144	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -J. Galvan-flight	American Airlines	FBO	607.81
145	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -E. Estrada-lodging	Hyatt Place DFW	FBO	576.45
146	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -J. Galvan-lodging	Hyatt Place DFW	Admin	576.45
147	Travel World Routes Conference 10/2023 The Big Island HI AAAE Conference registration M. Gibbs	American Association of Airport Executives	Admin	825.00
148	Travel World Routes Conference 10/2023 The Big Island HI AAAE Conference M. Gibbs - airport parking fees	LAX Smart Parking	Admin	109.99
149	Travel World Routes Conference 10/2023 The Big Island HI AAAE Conference M. Gibbs - meals	TST Beechers	Admin	24.41
150	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-lodging	Planet Hollywood	FBO	709.50
151	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-lodging	Planet Hollywood	FBO	709.50
152	Travel NBAA-BACE Conference 10/15-10/20/2023 M. Saldana-lodging	Planet Hollywood	FBO	709.50
153	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	44.06
154	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	29.86
155	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	22.94
156	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-transportation Ride Share	Uber	FBO	34.98
157	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	42.50
158	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	39.91
159	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-transportation Ride Share	Uber	FBO	48.18
160	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-transportation Ride Share	Uber	FBO	32.97
161	Travel NBAA-BACE Conference 10/15-10/20/202 M. Mendoza-transportation Ride Share	Uber	FBO	37.07
162	Travel ACI-NA Airport Marketing & Communications Conference 11/11-11/15/2023 A. Casarez Atlanta GA registration	Airports Council International North America	Mktg	1050.00
163	Travel ACI-NA Annual Conference 10/2023 J. Galvan parking fees	Ace Parking	OPS	15.00
164	Travel ACI-NA Annual Conference 10/2023 J. Galvan parking fees	Ace Parking	OPS	15.00
165	Travel ACI-NA Annual Conference 10/2023 J. Galvan meals	LB Aquarium & Convention Center	OPS	39.73
166	Travel AAAE / ACI-NA Airport Noise Conference 10/22-10/25/2023 Dallas TX -J. Galvan-registration	American Association of Airport Executives	OPS	925.00
167	Travel NBAA-BACE Conference 10/15-10/20/202 W. McConaughey-transportation Ride Share	Uber	FBO	34.94
				\$ 46,650.53
	VISA Statement Balance			\$ 46,650.53
	Date Prepared:12/12/2023			



	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 5</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: RECEIVE AND FILE TREASURER'S REPORT FOR SEPTEMBER 30, 2023 FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA)**

**SUMMARY**

SBIAA's monthly Treasurer's Report that reconciles cash.

**RECOMMENDED ACTION(S)**

Receive and file Treasurer's Report for September 30, 2023 for the San Bernardino International Airport Authority (SBIAA).

**FISCAL IMPACT**

None.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

Attached is the Treasurer's Report for September 30, 2023, for the San Bernardino International Airport Authority. The total book value of cash accounts is \$15,277,981.85 on September 30, 2023. Bank statements reflect \$15,602,713.78. The difference between the two numbers is related to the outstanding checks, the deposits in transit, and other items September 30, 2023.

If you have any questions about this report, please contact me at (909) 382-4100 x141.

**Attachments:**

Treasurer's Report for September 30, 2023.


**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**

**Treasurer Report  
September 30, 2023**

<u>Cash</u>	Balance 08/31/23	Activities	Balance 09/30/23
<i>Checking Account - Wells Fargo Bank</i>	\$ 7,370,747.56	\$ 1,221,416.45	\$ 8,592,164.01
Deposits In Transit:			
Beginning	87,854.03	(87,854.03)	-
Ending		7,516.50	7,516.50
Outstanding Checks:			
Beginning	(502,735.54)	502,735.54	-
Ending		(332,248.43)	(332,248.43)
<i>Premium Money Market Account - Wells Fargo Bank</i>	4,765,996.45	4,232.45	4,770,228.90
Deposits In Transit:			
Beginning			
Ending			
<i>Payroll Account - Wells Fargo Bank</i>	3,635.45	-	3,635.45
Deposits In Transit:			
Beginning	-	-	-
Ending	-	-	-
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
Subtotal	11,725,497.95	1,315,798.48	13,041,296.43
<u>Investments</u>			
<i>Local Agency Investment Funds</i>	327,315.12	-	327,315.12
Deposits In Transit:			
Subtotal	327,315.12	-	327,315.12
<u>Investments Held With Fiscal Agent</u>			
Debt Service Fund-US Bank-2021A series	830,144.06	202,718.00	1,032,862.06
Reserve Fund- US Bank 2021A series	535,108.71	2,239.03	537,347.74
Debt Service Fund-US Bank-2021B series	250,231.65	20,971.48	271,203.13
Reserve Fund -US Bank-2021B series	67,674.20	283.17	67,957.37
Subtotal	1,683,158.62	226,211.68	1,909,370.30
Total Cash and Investments	\$ 13,735,971.69	1,542,010.16	\$ 15,277,981.85

I certify that this report accurately reflects all cash and investments for the above period and all the investment is in compliance with San Bernardino International Airport Authority's investment policy. San Bernardino International Airport Authority shall be able to meet it's expenditure requirement for next six month, anticipating operational fund receipts from IVDA.

  
Mark Cousineau, Treasurer

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 6</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT:       RECEIVE AND FILE TREASURER'S REPORT FOR OCTOBER 31, 2023 FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA)**

**SUMMARY**

SBIAA's monthly Treasurer's Report that reconciles cash.

**RECOMMENDED ACTION(S)**

Receive and file Treasurer's Report for October 31, 2023 for the San Bernardino International Airport Authority (SBIAA).

**FISCAL IMPACT**

None.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

Attached is the Treasurer's Report for October 31, 2023, for the San Bernardino International Airport Authority. The total book value of cash accounts is \$15,371,064.67 on October 31, 2023. Bank statements reflect \$15,504,413.10. The difference between the two amounts is related to outstanding checks, deposits in transit, and other items as of October 31, 2023.

If you have any questions about this report, please contact me at (909) 382-4100 x141.

**Attachments:**

1. Treasurer's Report for October 31, 2023.

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**


**Treasurer Report**

**October 31, 2023**

<u>Cash</u>	Balance 09/30/23	Activities	Balance 10/31/23
<i>Checking Account - Wells Fargo Bank</i>	\$ 8,592,164.01	\$ 1,067,112.61	\$ 9,659,276.62
Deposits In Transit:			
Beginning	7,516.50	(7,516.50)	-
Ending		2,071.97	2,071.97
Outstanding Checks:			
Beginning	(332,248.43)	332,248.43	-
Ending		(135,420.40)	(135,420.40)
<i>Premium Money Market Account - Wells Fargo Bank</i>	4,770,228.90	(1,171,747.85)	3,598,481.05
Deposits In Transit:			
Beginning			
Ending			
<i>Payroll Account - Wells Fargo Bank</i>	3,635.45	(3,619.43)	16.02
Deposits In Transit:			
Beginning	-	-	-
Ending	-	-	-
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
Subtotal	13,041,296.43	83,128.83	13,124,425.26
<u>Investments</u>			
<i>Local Agency Investment Funds</i>	327,315.12	2,951.60	330,266.72
Deposits In Transit:			
Subtotal	327,315.12	2,951.60	330,266.72
<u>Investments Held With Fiscal Agent</u>			
Debt Service Fund-US Bank-2021A series	1,032,862.06	3,514.48	1,036,376.54
Reserve Fund- US Bank 2021A series	537,347.74	2,179.67	539,527.41
Debt Service Fund-US Bank-2021B series	271,203.13	1,032.58	272,235.71
Reserve Fund -US Bank-2021B series	67,957.37	275.66	68,233.03
Subtotal	1,909,370.30	7,002.39	1,916,372.69
<b>Total Cash and Investments</b>	<b>\$ 15,277,981.85</b>	<b>93,082.82</b>	<b>\$ 15,371,064.67</b>

I certify that this report accurately reflects all cash and investments for the above period and all the investment is in compliance with San Bernardino International Airport Authority's Investment policy. San Bernardino International Airport Authority shall be able to meet it's expenditure requirement for next six month, anticipating operational fund receipts from IVDA.

  
Mark Cousineau, Treasurer

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 7</p> <p><b>PRESENTER:</b> Jeff Barrow, Director of Development</p>
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**SUBJECT: APPROVE THE FILING OF A NOTICE OF COMPLETION WITH BODELL CONSTRUCTION COMPANY FOR THE FUEL FARM INTERNAL FLOATING ROOF PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS**

**SUMMARY**

The Fuel Farm Internal Floating Roof Project is now complete.

**RECOMMENDED ACTION(S)**

Approve the filing of a Notice of Completion with Bodell Construction Company for the Fuel Farm Internal Floating Roof Project and authorize the release of the retained funds; and authorize the Chief Executive Officer to execute all related documents.

**FISCAL IMPACT**

None.

PREPARED BY:	Issa Massou
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

On May 24, 2023, staff received approval by the SBIAA Commission to award Bodell Construction Company a construction contract for the Fuel Farm Internal Floating Roof Project. Bodell Construction Company was responsible for designing and building an Internal Floating Roof. This design will eliminate 99% of carbon emissions in return, require minimal maintenance, and will provide an excellent solution in minimizing SBIAA's carbon footprint. These activities will ensure optimal performance of the internal floating roof which plays a critical role in the storage and management of fuel products. The floating roof is designed to minimize vapor space above the stored fuel, which reduces potential atmospheric emissions. Regular inspections are essential to address potential issues such as corrosion, seal integrity and overall structural soundness. As fuel flow continues to trend, higher regulations have been met with the installation of this Internal Floating Roof which will maintain emissions compliance with the AQMD.

**Attachments:**

1. Photos.

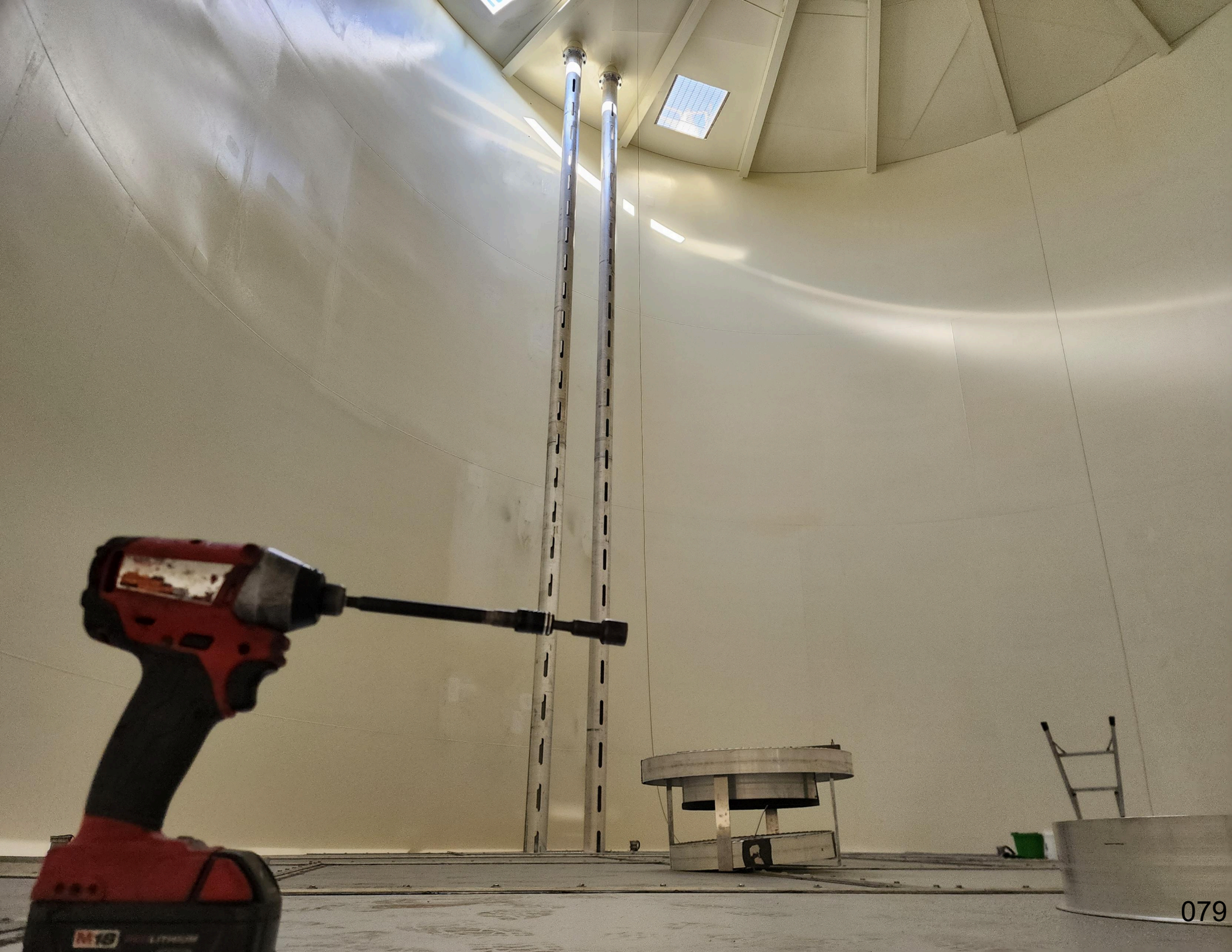















	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 8</p> <p><b>PRESENTER:</b> Mark Gibbs, Director of Aviation</p>
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**SUBJECT: RATIFY THE SOLICITATION OF A REQUEST FOR PROPOSALS FOR ALARM MONITORING SERVICES**

### **SUMMARY**

Staff is seeking San Bernardino International Airport Authority (SBIAA) Commission ratification for the solicitation of a Request for Proposals (RFP) for fire and burglar alarm monitoring services in support of SBIAA and Inland Valley Development Agency (IVDA) owned facilities. At the November 11, 2023 regular meeting, the IVDA Board approved the public solicitation of an RFP for alarm monitoring services that was subsequently issued on December 14, 2023. The dual agency agreement will be a multi-year contract of three years with two-(each), one year extension options.

### **RECOMMENDED ACTION(S)**

Ratify the Request for Proposals that was approved by the IVDA Commission on November 11, 2023 and publicly issued on December 14, 2023 for fire and burglar alarm monitoring services for a dual agency, multi- year contract.

### **FISCAL IMPACT**

None.

PREPARED BY:	Mark Gibbs
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows


**BACKGROUND INFORMATION**

Fire and burglar alarm monitoring services notify the Agencies when a fire alarm or burglar alarm is triggered. In addition, the services automatically dispatch fire and/or police to help in the response of an emergency of the inclusive facilities. A Request for Proposals (RFP) for fire and burglar alarm monitoring services was approved by the IVDA Board on November 11, 2023 and was publicly issued on December 14, 2023 inviting qualified vendors to submit proposals to provide alarm monitoring services for certain SBIAA and IVDA owned buildings.

On July 26, 2023, the SBIAA Commission approved an award of contract for alarm monitoring services. However, post approval, the selected vendor added new legal verbiage to the proposed contract that was not in the Agency's best interest; consequently, the vendor has been determined to be nonresponsive.

**Attachments:**

None.

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 9</p> <p><b>PRESENTER:</b> Jeff Barrow, Director of Development</p>
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**SUBJECT: APPROVE THE PURCHASE OF A SOLAR THERMAL SYSTEM WITH RG RESOURCE TECHNOLOGIES, INC. FOR THE AIRPORT FIRE STATION (BUILDING NO. 680) IN AN AMOUNT NOT TO EXCEED \$70,716.00**

### **SUMMARY**

The proposed solar thermal system installation will help to offset the airport fire station's energy usage by generating 5,000 kw per hr. of electrical power through roof-mounted photovoltaic solar panel arrays integrated with a proprietary thermal storage system for hot water needs. As the airport fire station operates on a twenty-four hour a day schedule, production of green energy for its electric and water needs will help offset ongoing operating costs.

### **RECOMMENDED ACTION(S)**

Approve the purchase of a Solar Thermal Power System with RG Resource Technologies, Inc. for the Airport Fire Station (Building No. 680) in an amount not to exceed \$70,716; and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

Funding for this project is included in the San Bernardino International Airport Authority (SBIAA) Fiscal Year 2023-2024 budget in the Capital Project Fund, Account 52604 - Airport Solar Design & Improvements in the amount of \$150,000 of which \$150,000 is available to fund this project. The proposed system is eligible for up to 30% federal tax credit under the Inflation Reduction Act resulting in a net cost to SBIAA of \$49,502 at the maximum credit.

PREPARED BY:	Jeff Barrow
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

## **BACKGROUND INFORMATION**

The Airport Fire Station (Building No. 680) supports the airport's Aircraft Rescue and Firefighting (ARFF) services and it houses the airport's badging office. Because it operates on a 24-hour a day schedule, this facility was analyzed for potential green energy installations including solar power options. RG Resource Technologies, Inc is a Michigan based corporation which has developed a unique dual energy system which produces electricity through photovoltaic solar arrays while harnessing the solar power produced for thermal storage. The thermal storage system offsets natural gas consumption by providing solar-powered hot water. The company's Power Panel Gen20 product line offers either a portable or an integrated option. Given the airport fire station's energy usage, the Gen20 integrated rooftop option was recommended.

The proposed installation would include twenty (20) photovoltaic roof mounted solar modules coupled with all necessary racking, cabling, piping, heat exchange, and two (2) 750-gallon thermal storage units. The dual system is designed to produce 27,244 kWh of electrical and thermal power per year, which results in an electrical load offset of 70.6% and a thermal power offset of \$140%. This provides a greenhouse gas offset of 15 tons of CO2 per year. Staff compared prior costs and performance characteristics of the three existing photovoltaic systems currently in use at the airport, as well as comparable solar installation options and determined the Power Panel Gen20 to be more suitable and cost-effective for this facility. Power Panel provides all installation, training, service support as well as a 10-year warranty.

Staff reached out to three (3) companies,

1. SunMaxx Solar
2. Hydro Solar Innovative Energy
3. RG Resource Technologies, Inc.

With this being a new product in the US market, and after talking to SunMaxx Solar and Hydro Solar and much research there are no other comparable companies in the US that manufacture and install a dual unit that provides solar power and hot water on demand. RG Resource Technologies, Inc. provided a full demonstration. The other firms were not able to provide a comparable product at this price. RG Resource Technologies, Inc. can provide the system for a total cost for the dual energy system at \$70,716 which is offset by a Federal Inflation Reduction Act tax credit of up to 30% for a net cost to SBIAA of \$49,502 if the maximum credit is received. Installation takes four to six weeks, and rebates are processed within sixty days. Tax incentive rebates are paid directly to SBIAA.

Staff recommends the Commission approve the above recommended action.

### **Attachments:**

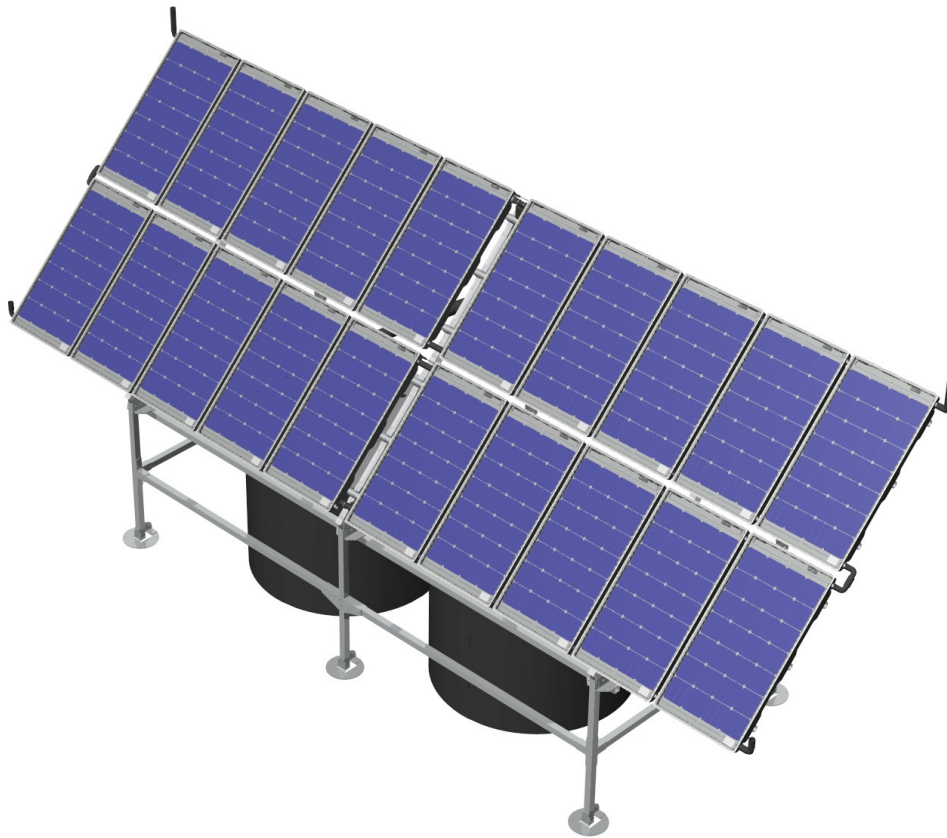
1. Site Map
2. Power Panel Proposal





# Gen2<sup>TM</sup>

INTEGRATED



Minimal Footprint  
Maximum Output  
PVT Solar Technology plus  
Thermal Energy Storage



Windward Passage Hotel St. Thomas, USVI  
Energy savings of \$6000/year

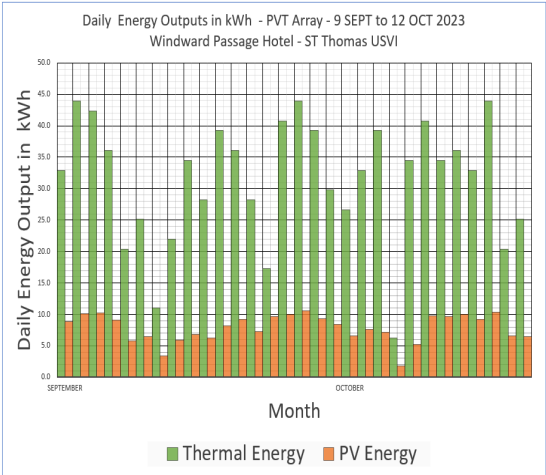


16 Module PVT Array – Windward Passage  
Peak PV Output = 2,160 Watts  
Peak Thermal Output = 10,160 Watts  
Thermal Storage Capacity = 350 Gallons  
Thermal Energy Storage = 55 kWh  
PV Electrical Output is grid tied

Thermal Output is stored in a 350 Gallon PowerPanel Gen20 Tank. Thermal Energy is used to heat domestic hot water supply into the hotel day and night.



Real-Time Data



PowerPanel successfully combines PV (Photovoltaic) and Thermal technologies (PVT) resulting in 2X decarbonization and 4X energy production compared to a PV only module

Luxury 69 Unit Apartment Building BVQ Lofts, Cleveland Ohio  
96 PVT Modules plus 2,100 gallons thermal storage



CUSTOMIZED SYSTEMS

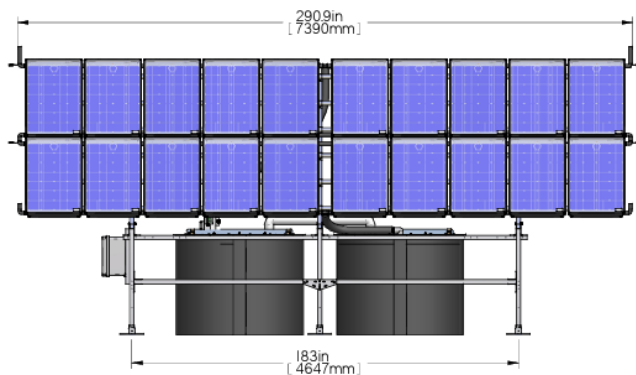
Three groundbreaking technologies all in one package.  
Custom Arrays starting as low as 8 modules.

The complete system combines PowerPanel PVT 1 modules with our custom scalable PowerPanel Racking, and the highly efficient Thermal Edge Storage Tank.  
This system provides a cost effective solution to any power needs as well as provide a viable way to live off grid in any climate.

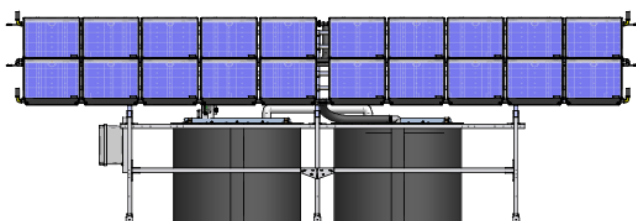
POWER OUTPUT SPECIFICATIONS			
Modules	PV Peak Electrical (Watts DC)	Peak Thermal (Watts)	Total Power
20	2,700	12,360	15,060
200	27,000	123.6	150,600
400	54,000	247.2	301,200

Scan QR Code to watch a *Lunch & Learn*  
Video on PVT Technology

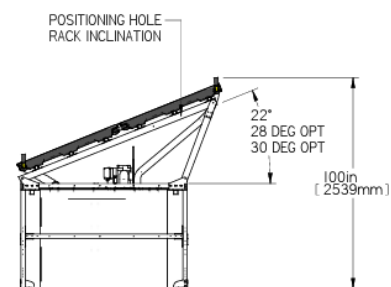
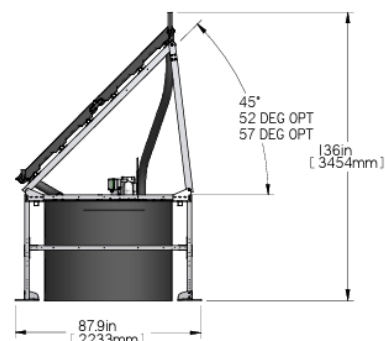




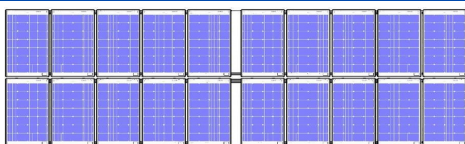
PPRM0609.01  
20 MODULE - PVT ARRAY - HIGH LATITUDE RACKING  
OUTPUTS : PV PEAK = 2.7 kW DC AT STC  
THERMAL PEAK = 12.7 kW ( 43,000 BTU )  
THERMAL STORAGE - DUALTANK 2700 LITER CAPACITY = 104 kWh AT 35 DEG C TEMPERATURE DIFFERENTIAL  
INSTALLED FOOTPRINT = 16.5 m2



PPRM0587.01  
20 MODULE - PVT ARRAY - LOW LATITUDE RACKING  
OUTPUTS : PV PEAK = 2.7 kW DC AT STC  
THERMAL PEAK = 12.7 kW ( 43,000 BTU )  
THERMAL STORAGE - DUALTANK 2700 LITER CAPACITY = 104 kWh AT 35 DEG C TEMPERATURE DIFFERENTIAL  
INSTALLED FOOTPRINT = 18.6 m2



## PVT Array



Reference Assembly Number PPRM0611.01  
Electrical Generation DC peak at STC 2,700 Watt  
PV Cell HJT N type - 28 cells in series per module  
Module Voc 19.1 Volts DC  
Module Isc 9.38 Amps DC  
Thermal Generation ( peak Delta T = 0 ) 12,700 Watts  
Module Intercept per ISO 9806 0.751  
a 1 slope per ISO 9806 3.570 Watts per m2 deg K

## Thermal Storage Tanks



Reference Part Number PPTS0115.03  
Multi Tank Connection - Reference Part Number PPTS0123.02  
Storage Volume 350 gallons [ 1350 Liters ]  
Diameter 60 inches [ 1.524 m ]  
Overall Height 49.6 inches [ 1.259 m ]  
Weight ( no fluid ) 114 lbs [ 51.5 kgs ]  
Weight ( filled with water ) 3,089 lbs [ 1,402 kgs ]  
Floor Loading ( filled with water ) 157.4 lbs per sq ft [ 769 kgs per m2 ]  
Energy Storage per Deg C Temperature 1.56 kWh [ 5,353 BTU ]  
Energy Storage @ 35 Deg C Temp Delta 54.6 kWh [ 186,350 BTU ]  
Temperature loss - 24 hour ( free convection ) 2.1 Deg C [ 3.8 Deg F ]

## Pump Module and Controls



Pump Module - Reference Part Number PPPL0001.06  
Motor ( standard ) 1/2 hp washdown 90 VDC  
Pump Head Material Noryl Plastic  
Performance ( water ) 35 Gal per Min at 30 foot head height  
Level Sensor Float type - Hall effect  
Temperature Sensor NTC ( Negative Temp Coefficient )  
Weight 22 kgs [ 48 lbs ]  
Thermal Control Embedded WiFi enabled Microprocessor  
Control Type Differential Temperature  
Monitoring Type Web based MQTT architecture  
Power Supply ( Motor ) 120 to 240 VAC to 48 VDC  
Power Supply ( Controller ) 48 VDC to 12VDC

## Heat Exchanger



Heat Exchanger - Reference Part Number PPPL0484.02  
Type Immersive - 8 bar  
Body Construction Nylon Plastic  
Plumbing Construction 1 inch SCHD 80 CPVC Pipe & Fittings  
Heat Exchanger Connection ( Inlet and Outlet ) 1 inch female tapered pipe  
Heat Transfer Rate ( SI ) 38 kW at 28 liter per minute flow  
Heat Transfer Rate ( Imperial ) [130,000 BTU per hr at 7.4 GPM]  
Maximum Flow Rate 233 liters per minute [ 60 GPM ]  
Operating Pressure 5.5 Bar [ 80 psi ]  
Operating Temperature ( Min ) Minus 40 deg C [ minus 40 Deg F ]  
Operating Temperature ( Max ) 121 deg C [ 250 deg F ]  
Weight 9 kgs [ 20 lbs ]



SALES CONTACTS: Scott Alpert  
scottalpert@powerpanel.com  
Jerry Silva  
jerry@rightenergygroup.com

## 1- PROJECT BACKGROUND NOTES

- 1 FIRE STATION located at SBD Airport
- 2 Monthly Billing Data provided for Electrical and Natural Gas Usage
- 3 Annual Electrical usage = 163,627 kWh
- 4 Annual gas usage = 321 therms [9,400 kWh]
- 5 Baseline natural gas usage for hot water heating = 480 kWh per month
- 6
- 7
- 8
- 9
- 10
- 11
- 12

## 2- ASSUMPTIONS AND DERIVED DATA

- 1 Monthly Electrical consumption for the facility is not known - assume a constant daily usage that exceeds PVT array electrical output

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Total per Year
Electrical Usage (kWh)	600	600	600	600	600	600	600	600	600	600	600	600	7,200 kWh/year

- 2 Domestic Hot Water Consumption is 37.9 liters (10 gal) per occupied room per day

Hot water users	1
Seasonal Usage	
USAGE (%)	
Hot water usage (Liters per Month)	
Hot Water Usage (Gal/Month)	
Hot water energy Requirement (kWh/Month)	

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
	15,500	14,000	15,500	15,000	15,500	15,000	15,500	15,500	15,000	15,500	15,000	15,500	182,500
	4,095	3,699	4,095	3,963	4,095	3,963	4,095	4,095	3,963	4,095	3,963	4,095	48,217
	630	569	630	610	630	610	630	630	610	630	610	630	7,422

													Liters/Year
													Gal/Year
													kWh/year

- 3 Installation : ASSUMPTION that racking is fixed at 35 deg elevation to the South

- 4 Monthly Solar Resource obtained from NREL PVwatts at 35 deg rack Elevation Angle

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	YEAR AVG
Solar Irradiance (kWh/m2/day)	5.05	5.45	6.37	6.39	6.25	6.89	7.03	7.20	6.97	6.30	5.50	4.83	6.19

- 5 Average Monthly High and Low Temperatures

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
Daily High Temperature (C)	19	20	22	25	28	32	36	36	33	28	23	19
Daily Low Temp (C)	5	6	8	9	12	14	17	17	16	12	8	5

- 6 Current Energy costs at a rate of \$0.25 per kWh for Electricity and \$0.11 per kWh for Natural Gas

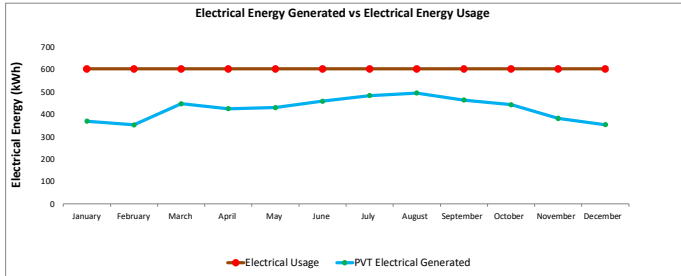
## 3- PVT SOLUTION

- 1 20 PVT1 Modules
- 2 Racking and mounting solution with modules angles of 35 deg as measured from the horizon = latitude
- 3 Thermal Storage System - 750 gal total = 110 kWh equivalent energy storage at 35 Deg C temp delta
- 4 Incotherm preinsulated pipe would be utilized for cold water and preheat water lines
- 5 Power Panel pump module to circulate water from storage tanks to collectors
- 6 Immersive Type Heat Exchangers are located in the Storage tanks and will be plumbed as part of the cold water feed system of the incumbent water heating and distribution system

## 4 - PVT ANNUAL OUTPUT

- 1 From the ELECTRICAL and THERMAL output graphs below , it can be seen that the PVT system will output a total of 27,244 kWh per year (5,083 kWh AC and 22,161 kWh Thermal)
- 2 Key system metrics and outputs such as 25 year LCOE, ROI and GHG offsets can be seen in the middle blue summary

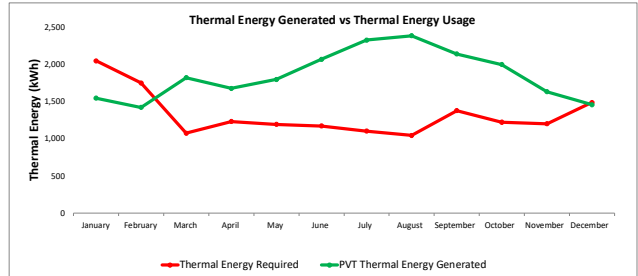
## ELECTRICAL

7,200 kWh/year usage  
Energy Cost  
\$0.25 per kWh

5,083 kWh per year generated

70.6%  
Electrical Load Offset

## THERMAL

15,831 kWh Thermal/year  
Energy Cost  
\$0.11 per kWh

22,161 kWh thermal per year generated

140.0%  
Thermal OffsetLocation: San Bernardino CA  
Client: SBIAA  
Date: 10-Nov-23

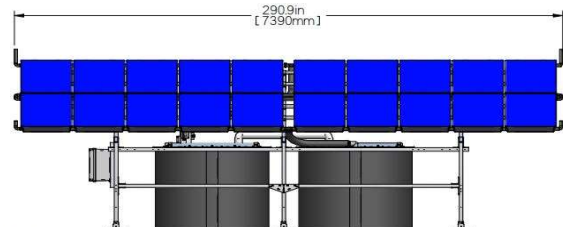
LCOE (25 yr)	\$0.078	per kWh
ROI	14.4	YEARS
Number of PVT1 Modules	20	
Combined Peak Power	15.1	kW
Peak Thermal Power	12.4	kW
Peak Electrical Power	2.7	kW
GHG offset	15.0	tons CO2 equivalent per year
PVT1 per Module Output	1,362	kWh (combined PV + Thermal) per year
PVT Array Output	27,244	kWh (combined PV + Thermal) per year

## 5 - COST ESTIMATE - BILL of Material

PVT1 Collectors	20	pcs
Thermal Storage	2	asm
Pump Modules	1	asm
HX units	2	asm
Custom Racking	1	asm
Plumbing - Supply and Return	1	kit
Mounting Hardware	1	kit

## 6 - INSTALLED COST ESTIMATE

INSTALLED COST - PRE INCENTIVES	\$70,716
GRANTS	\$0
FEDERAL ITC (40%)	\$28,287 AS DIRECT PAY TO SBIAA
MACRS	\$0
INSTALLED COST-POST INCENTIVES	\$42,430
INSTALLED COST - POST INCENTIVE (\$ PER WATT) \$	2.82

PFRM058701  
20 MODULE - PVT ARRAY - LOW LATITUDE RACKING  
OUTPUTS: PV PEAK = 2.7 kW DC AT STC  
THERMAL PEAK = 12.7 kW (43,000 BTU)  
THERMAL STORAGE - DUAL TANK 2700 LITER CAPACITY = 104 kWh AT 35 DEG C TEMPERATURE DIFFERENTIAL  
INSTALLED FOOTPRINT = 18.6 m2




Power Panel  
WorkPlan- SBIAA  
Airport Fire Station - Building 680  
165 S Leland Norton Way  
San Bernardino CA  
Last Update: 20NOV2023

Tasks to install 20 module array at SBD Airport

- Assumptions
- 1) Ground or Roof construction is sufficient to accommodate structural loads ( mass and wind imparted ) from Power Panel Assembly PPRM0587.01
  - 2) PV output can be grid-tied
  - 3) Pressurized water from existing incumbent heating system is sufficient to supply flow to and from In tank immersed Heat exchanger array that is part of the Power Panel Thermal Storage system. Measure flow rate pre installation as benchmark

	Task	Responsibility	Detail of Task
1	Drawings and Permits	Power Panel Installation Team and SBIAA	
2	Site Prep Walkthrough	Power Panel Installation Team	Visits to Fire Station Building by PPIT subcontractors
3	Site - Electrical	Power Panel Installation Team	3.1 Locate circuit panel ( 208 1ph ) to which AC output will be grid tied 3.2 Install PV circuit breaker per NEC code 3.3 Run AC wiring from PV circuit breaker box to array Microinverter Trunk line disconnect
4	Site - Plumbing	Power Panel Installation Team	4.1 Locate plumbing with pressurized potable water line that will run to and from PVT array 4.2 Install three way valve array ( 2 pcs ) to allow by-pass function to solar thermal array 4.3 Install pre-insulated CPVC pipe to Heat Exchanger array that are part of Thermal Storage Tanks
5	Transportation of Materials from Oxford MI to SBIAA	Power Panel Installation Team	SBIAA to provide secured storage at site
6	Site layout	Location of array Racking and Thermal Tanks	Rooftop location of array Racking and Thermal Tanks ( Chalkline transfer from detailed drawing)
7	Install Thermal Tanks	Power Panel Installation Team	Tank installation with immersed Heat Exchangers, siphon crossover , pump module and insulated drainback hose assembly. Fill and leak check tanks. Pressure check Heat exchangers with Compressed Air
8	Install array Racking for 20 Panel array	Power Panel Installation Team	Secure racking to ground or rooftop with approved anchors per drawing and permit package. Install rack grounding system per electrical code
9	Install 20 PVT1 modules to Racking	Power Panel Installation Team	Secure modules to array tubes and install all module to module plumbing and vent components. Install insulated hose assembly from Pump Module to upper array inlet fittings
10	Install 5 Microinverters	Power Panel Installation Team	Include installation of DC extension cables and AC truck cable to array shutoff breaker
11	Install AC to DC Power Supply	Power Panel Installation Team	Attach Power Supply Housing to array frame - run 208 AC power to Power Supply - Connect 48 and 12 VDC cable to Pump Module controller
12	Program Internet connection to PV and Thermal Monitoring	Power Panel Installation Team	IF SBD Airport Internet is insufficient install dedicated Starlink Satellite Internet system
13	Run in Thermal system	Power Panel Installation Team	Install Module temp sensor and set Pump Module PWM
14	Engage pressurized water feed from Incumbent Hot Water heating system	Power Panel Installation Team	Engage 3 way valve installed in 4.2 to engage water preheat. Check for flow within Fire Station usage points
15	AP Systems inverter monitoring systems	Power Panel Installation Team	Connect ECU-R to AP systems monitoring site. Confirm Connection
16	System Hand off to Customer	Power Panel Installation Team	Train SBIAA personnel in maintenance and access to PV and Thermal Monitoring sites
17	Site Clean up	Power Panel Installation Team	Dispose of any installation specific dunnage and packaging

	<p><b>TO:</b> San Bernardino International Airport Authority Commission</p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 10</p> <p><b>PRESENTER:</b> Jennifer Farris, Assistant Secretary of the Commission</p>
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**SUBJECT: APPROVE MEETING MINUTES: OCTOBER 25, 2023**

**SUMMARY**

Submitted for consideration and approval by the SBIAA Commission: Meeting minutes of the regular meeting held Wednesday, October 25, 2023.

**RECOMMENDED ACTION(S)**

Approve meeting minutes of the regular meeting held October 25, 2023.

**FISCAL IMPACT**

None.

PREPARED BY:	Jillian Ubaldo
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

None.

**Attachments:**

1. October 25, 2023 meeting minutes.

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**  
**REGULAR MEETING COMMISSION ACTIONS**  
**WEDNESDAY, OCTOBER 25, 2023**  
**5:00 P.M.**

MAIN AUDITORIUM – Norton Regional Event Center 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base  
for the economic benefit of the East Valley

**Commission Members**

**City of Colton**

Mayor Frank J. Navarro, President	Absent
Councilmember John Echevarria (alt)	Present

**City of Loma Linda**

Councilmember Rhodes Rigsby, Vice President	Present
Mayor Phillip Dupper (alt)	Absent

**County of San Bernardino**

Supervisor Dawn Rowe	Present
Supervisor Joe Baca, Jr. (alt)	Absent

**City of San Bernardino**

Mayor Helen Tran	Present
Councilmember Theodore Sanchez	Present
Mayor Pro Tem Fred Shorett (alt)	Present (in audience)

**City of Highland**

Mayor Pro Tem Penny Lilburn, Secretary	Present
Mayor Larry McCallon (alt)	Absent

**Staff Members and Others Present**

Michael Burrows, Chief Executive Officer	Scott Huber, Legal Counsel, Cole Huber LLP
Mark Gibbs, Director of Aviation	Jennifer Farris, Assistant Secretary of Commission
Mark Cousineau, Director of Finance	Catherine Pritchett, Director of Administration
Jeff Barrow, Director of Development	



The Regular Meeting of the San Bernardino International Airport Authority was called to order by Vice President Rhodes Rigsby at approximately 5:01 p.m. on Wednesday, October 25, 2023.

A. **CALL TO ORDER / ROLL CALL**

Roll call was duly noted and recorded by voice.

Members of the Commission and staff joined Supervisor Dawn Rowe in the Pledge of Allegiance.

B. **CLOSED SESSION PUBLIC COMMENT**

There was no closed session public comment.

C. **CLOSED SESSION**

Vice President Rhodes Rigsby recessed to closed session at 5:03 p.m. Mr. Scott Huber, Legal Counsel, Cole Huber LLP, read the closed session items as posted on the Agenda.

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8  
Property: 255 S. Leland Norton Way, Hangar Bay 3 and 4  
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer, Joe Ermalovich, AeroPro LLC.  
Under negotiations: Instructions will be given to the SBIAA negotiator concerning availability of property, terms and price.
- b. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d)(2) - significant exposure to litigation: two cases

D. **REPORT ON CLOSED SESSION**

Vice President Rhodes Rigsby reconvened the meeting at 5:25 p.m. Vice President Rigsby asked Mr. Scott Huber, Legal Counsel, Cole Huber LLP if there were any reportable items. Mr. Huber reported that there were none.

E. **ITEMS TO BE ADDED OR DELETED**

There were no items to be added or deleted.

F. **CONFLICT OF INTEREST DISCLOSURE**

1. Vice President Rhodes Rigsby stated Commission members should note the item(s) listed which might require member abstentions.

There were no conflicts noted.

**G. INFORMATIONAL ITEMS**

Mr. Michael Burrows, Chief Executive Officer, presented the following informational items:

2. Informational Items
  - a. Chief Executive Officer's Report
  - b. Report on Cruising at Altitude Event
  - c. Report on Fuel Farm Project
  - d. Fiscal Year 2022-23 Financial and Single Audit Update
  - e. Accounting Information System Selection and Implementation
- 2a. Catherine Pritchett, Director of Administration, gave a brief report on Staff updates.
- 2b. Mark Gibbs, Director of Aviation, gave a brief report on the Cruising at Altitude Event held on September 16, 2023 and spoke of its success.
- 2d. Mark Cousineau, Director of Finance, gave a brief report on the Fiscal Year 2022-23 Financial and Single Audits, and provided an update on payment reports and financial summaries.
- 2e. Mark Cousineau, Director of Finance, gave a brief report on the selection of Sage Intacct as the service provider for the accounting information system for the Inland Valley Development Agency (IVDA) and San Bernardino International Airport Authority (SBIAA).

**H. COMMISSION CONSENT ITEMS**

Let the record reflect that all votes were done by roll call with each Commissioners' name and vote stated by voice.

3. Register of Demands for August 2023
4. Register of Demands for September 2023
5. Receive and file Treasurer's Report for July 31, 2023, for the San Bernardino International Airport Authority (SBIAA)
6. Receive and file Treasurer's Report for August 31, 2023, for the San Bernardino International Airport Authority (SBIAA)
7. Adopt Resolution No. 2023-06 of the San Bernardino International Airport Authority (SBIAA) updating authorized signers for SBIAA's Local Agency Investment Fund Account
8. Approve the declaration of one (1) out of service, decommission airport vehicle as surplus property for the purpose of disposal

9. Approve Meeting Minutes: August 23, 2023

**ACTION:** Approve Agenda Item Nos. 3- 9

RESULT: **ADOPTED [UNANIMOUSLY]**  
MOTION/SECOND: Lilburn/Tran  
AYES: Echevarria, Lilburn, Rigsby, Rowe, Sanchez, and Tran  
NAYS: None.  
ABSTENTIONS: None.  
ABSENT: None.

I. <b><u>COMMISSION ACTION ITEMS</u></b>
--

Let the record reflect that all votes were done by roll call with each Commissioners' name and vote stated by voice.

10. Consider and adopt proposed budget adjustments for Fiscal Year 2023-2024

Mark Cousineau, Director of Finance, provided a brief report on the proposed budget adjustments for Fiscal Year 2023-2024.

Secretary Penny Lilburn inquired about the receipt of invoices from the City of San Bernardino for their law enforcement services.

Supervisor Dawn Rowe asked a clarifying question regarding the collecting bargaining agreements with the City of San Bernardino.

**ACTION:** Consider and adopt budget adjustment reflected in the "Proposed Budget Adjustments Table" for Fiscal Year 2023-2024.

RESULT: **ADOPTED [UNANIMOUSLY]**  
MOTION/SECOND: Tran/Sanchez  
AYES: Echevarria, Lilburn, Rigsby, Rowe, Sanchez, and Tran  
NAYS: None.  
ABSTENTIONS: None.  
ABSENT: None.

11. Approve the award of a construction contract with AEC Moreno Corporation for the Terminal Parking Lot Improvements Project in an amount not to exceed \$120,000.00

Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 11.

**ACTION:** Approve the award of a construction contract with AEC Moreno Corporation for the Terminal Parking Lot Improvements Project in an amount not to exceed \$118,169.00; and authorize the Chief Executive Office to execute all related documents.

RESULT:	<b>ADOPTED [UNANIMOUSLY]</b>
MOTION/SECOND:	Tran/Lilburn
AYES:	Echevarria, Lilburn, Rigsby, Rowe, Sanchez, and Tran
NAYS:	None.
ABSTENTIONS:	None.
ABSENT:	None.

12. Approve a multi-year cooperative agreement with Cintas Corporation for uniform and linen rental services in an amount not to exceed \$145,000.00

Mark Gibbs, Director of Aviation, provided a brief report on the multi-year cooperative agreement with Cintas Corporation.

**ACTION:** Approve a three-year cooperative agreement with two (2), one (1)-year options to extend the agreement with Cintas Corporation for maintenance uniform rentals, floor mats, towels, and related services, in an amount not to exceed \$145,000.00; and authorize the Chief Executive Officer to execute all related documents.

RESULT:	<b>ADOPTED [UNANIMOUSLY]</b>
MOTION/SECOND:	Sanchez/Rowe
AYES:	Echevarria, Lilburn, Rigsby, Rowe, Sanchez, and Tran
NAYS:	None.
ABSTENTIONS:	None.
ABSENT:	None.

13. Consider and discuss the SBD Good Neighbor Program Third Quarter 2023 Report

Mark Gibbs, Director of Aviation, introduced Rosemary Barnes, Aviatrix Communications, who gave a brief overview of the presentation found on pages 101-126 of the agenda packet.

Secretary Penny Lilburn inquired about public comments related to airport operations.

This item was for discussion purposes only; no formal action was taken.

**ACTION:** Consider and discuss the SBD Good Neighbor Program quarterly report.

14. Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through December 31, 2023

Michael Burrows, Chief Executive Officer, commented on international trade initiatives and quarterly budget adjustments.

This item was for discussion purposes only; no formal action was taken.

**ACTION:** Review the Action Plan for the San Bernardino International Airport Authority through December 31, 2023.

J. **ADDED AND DEFERRED ITEMS**

There were no items to be added or deferred.

K. **OPEN SESSION PUBLIC COMMENT**

There were no open session public comments.

L. **COMMISSION MEMBER COMMENT**

Secretary Penny Lilburn and Mayor Helen Tran congratulated staff on the great and well-organized Cruising at Altitude event.

Councilmember John Echevarria expressed gratitude to Amber Casarez, Marketing Manager, for her ongoing outreach and public engagement with the San Bernardino Police Department.


M. **ADJOURNMENT**

There being no further business before the Commission, Vice President Rhodes Rigsby declared the meeting adjourned at 5:50 p.m.

**Approved at a Special Meeting of the San Bernardino International Airport Authority on Wednesday, December 21, 2023.**

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Jennifer Farris  
Assistant Secretary of the Commission

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 11</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2023-2024**

### **SUMMARY**

The proposed adjustments to the Fiscal Year 2023-2024 San Bernardino International Airport Authority's (SBIAA) budget are to fund the increase in various expenses related to improvements, repairs and replacement work needed to expand passenger and cargo air service and airport operations. This proposed adjustment for Fiscal Year 2023-2024 is detailed in the attached "Proposed Budget Adjustments Table".

### **RECOMMENDED ACTION(S)**

Consider and adopt budget adjustment reflected in the attached "Proposed Budget Adjustments Table" for Fiscal Year 2023-2024.

### **FISCAL IMPACT**

The requested adjustment is detailed in the attached "Proposed Budget Adjustments Table". The net effect on the San Bernardino International Airport Authority's Fiscal Year 2023-2024 Budget, if approved, would be a decrease in budgetary net income of \$110,000.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

On June 28, 2023, the San Bernardino International Airport Authority (SBIAA) Commission adopted the SBIAA Budget for Fiscal Year 2023-2024. SBIAA staff determined the following adjustment is necessary based on changes since the budget was approved.

On October 25, 2023, the Commission approved Item No. 11 for the Terminal Parking Lot Improvement Project in an amount not to exceed \$120,000. The necessary budget adjustment from available resources was not brought forth to the SBIAA Commission at the October 25, 2023, Regular meeting of the Commission.

The net effect of this proposed budget adjustment is a decrease in budgetary net income of \$110,000. This adjustment increases capital expenditures and will be funded with existing and available resources.

**Attachments:**

1. SBIAA FY 2023-24 December 21, 2023, Budget Adjustments Table

**SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY**  
**FY 2023-2024 Proposed Budget Adjustments**  
**December 2023**


**PROPOSED BUDGET ADJUSTMENTS TABLE**

<b>Proposed Adjustments</b>			<b>Approved Budget</b>	<b>Proposed Adjustments</b>	<b>Adjusted Budget</b>
<i>Expenditures &amp; Transfers Out</i>					
<b>A</b>	Capital Projects Fund	51807 - Land, Road, Parking Improvement	\$ 50,000	110,000	160,000
			-	-	-
			-	-	-
		Increase (Decrease) in expenditures & transfers out		<u>110,000</u>	
<i>Revenues &amp; Transfers In</i>					
				-	-
				-	-
				-	-
		Increase (Decrease) in revenues & transfers in		<u>-</u>	
		Net Budget Adjustment, Expenses in Excess of Revenues		<u>\$ 110,000</u>	

**Notes**

- A** Increase of \$110,000 to provide budget authority to fund October 25, 2023 Commission approved Domestic Terminal Parking Lot Improvement.



	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 12</p> <p><b>PRESENTER:</b> Darrell Hale, Property Manager</p>
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**SUBJECT: APPROVE LEASE AMENDMENT NO. 1 WITH THUNDER INTERNATIONAL GROUP, INC. (THUNDER) FOR BUILDING NO. 56**

### **SUMMARY**

On July 28, 2023, the San Bernardino International Airport Authority Commission approved a lease agreement with Thunder International Group, Inc. (Thunder) affecting approximately 35,508 square feet of interior space within the former Norton Air Force Base Building No. 56 (the Commissary building) located at 114 S. Del Rosa Drive, San Bernardino, CA 92408. Thunder is an international freight-forwarding company located in the City of Industry and operates over six facilities within the United States. Under the proposed Lease Amendment No. 1, the company would expand into the adjacent Lease Area 2 comprised of an additional 29,239 square feet of space for a total of 64,747 square feet.

### **RECOMMENDED ACTION(S)**

Approve Lease Amendment No. 1 with Thunder International Group, Inc. for Building No. 56; and authorize the Chief Executive Officer to execute all related documents subject to technical and conforming changes as approved by legal counsel.

### **FISCAL IMPACT**

Increase in estimated revenue of \$46,784. The adjusted San Bernardino International Airport Authority (SBIAA) Fiscal Year 2023-24 Budget, Property Management Fund, Account 41700 - Lease Revenue in the amount of \$10,938,655 will increase by \$46,784 to \$10,985,439 to record the estimated revenue from this lease amendment.

PREPARED BY:	Darell Hale
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

### **BACKGROUND INFORMATION**

Thunder International Group Inc., (Thunder) is a California Corporation that specializes in ocean, ground, and air freight-forwarding operations. The company was founded in Los Angeles in 2020 and has grown into an international cross-border logistics company that integrates domestic warehousing and shipment, global express, and small parcels inbound and outbound. Services include first-line transportation, customs clearance, warehousing, and terminal dispatch capabilities. Thunder currently employs 140 employees and operates over six (6) locations across the United States.

The terms of the proposed Lease Amendment No. 1 by and between SBIAA and Thunder are as follows:

- Additional Premises (Lease Area 2) – approximately 29,239 square feet of interior building space
- Initial Lease Term of five (5)-years, with one (1), five (5)-year extension thereafter, subject to annual CPI adjustments
- Extended term to be at the then existing fair market value rate
- Two (2) month's security deposit upon execution of Lease
- Initial monthly lease revenue of \$23,392.20 (\$280,706.40 annually)
- Early possession period of one hundred twenty days (120) to allow for tenant improvements to be completed (e.g. demolition of portions of office and storage areas), which work will be performed at the sole cost and expense of Thunder. Execution of lease and early possession anticipated to commence in January 2024
- SBIAA to disconnect and safe-end utilities and HVAC serving office areas subject to removal by Thunder
- SBIAA to retain maintenance of building roof, walls, foundations, and fire suppression.
- Thunder would maintain all portions of the premises and pay all applicable utility usage charges. Utilities billed by SBIAA on a net-30 basis
- Thunder would be required to comply with all applicable laws, Airport, FAA, and TSA rules and regulations

SBIAA's standard form lease amendment would be used for this agreement.

As time is of the essence for the proposed tenant to initiate building improvements and permitting, Staff recommends the Commission approve the recommended action as set forth above.

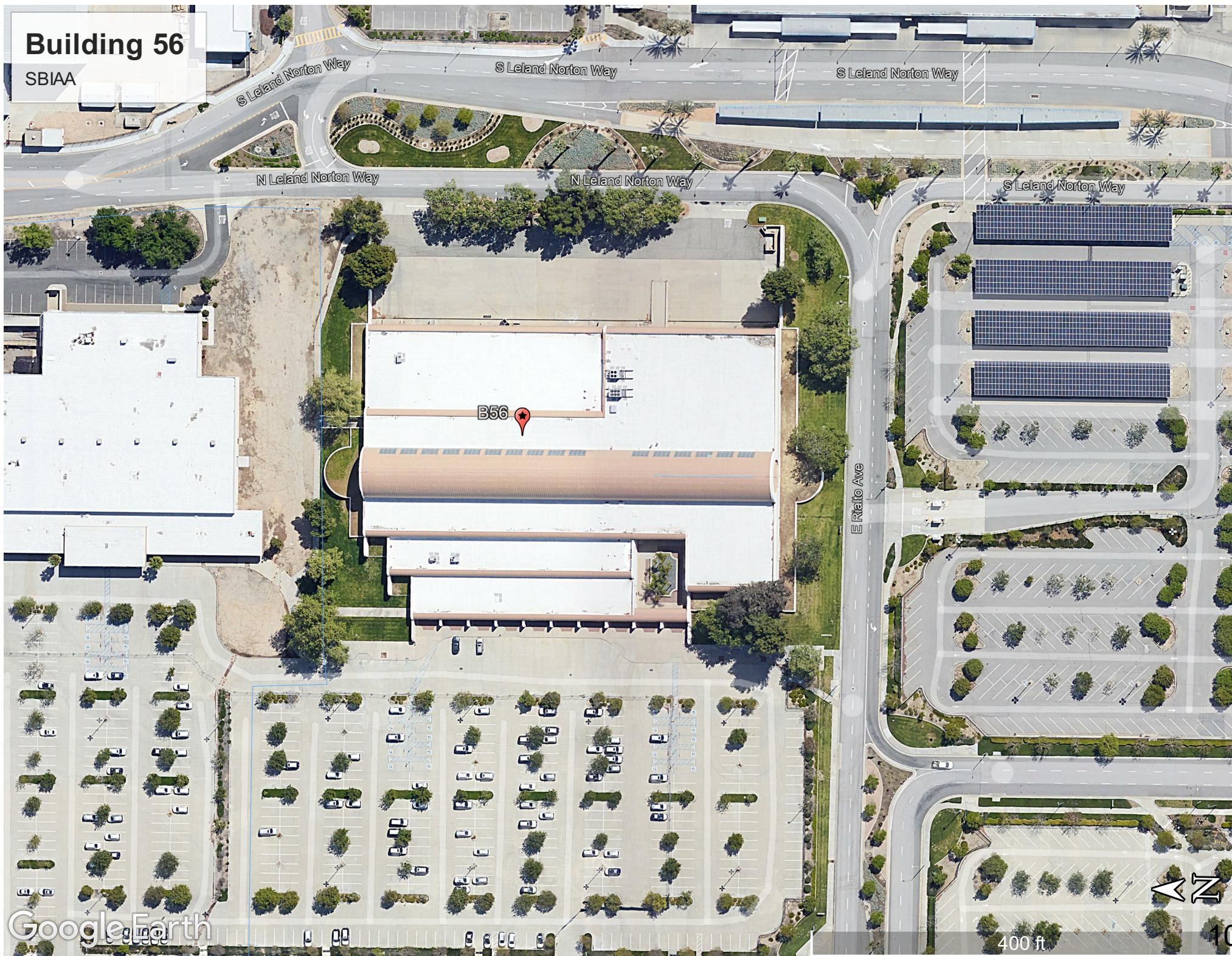
**Attachments:**

1. Site Map
2. Lease Exhibit
3. Amendment No. 1 to Lease Agreement



# Building 56

SBIAA

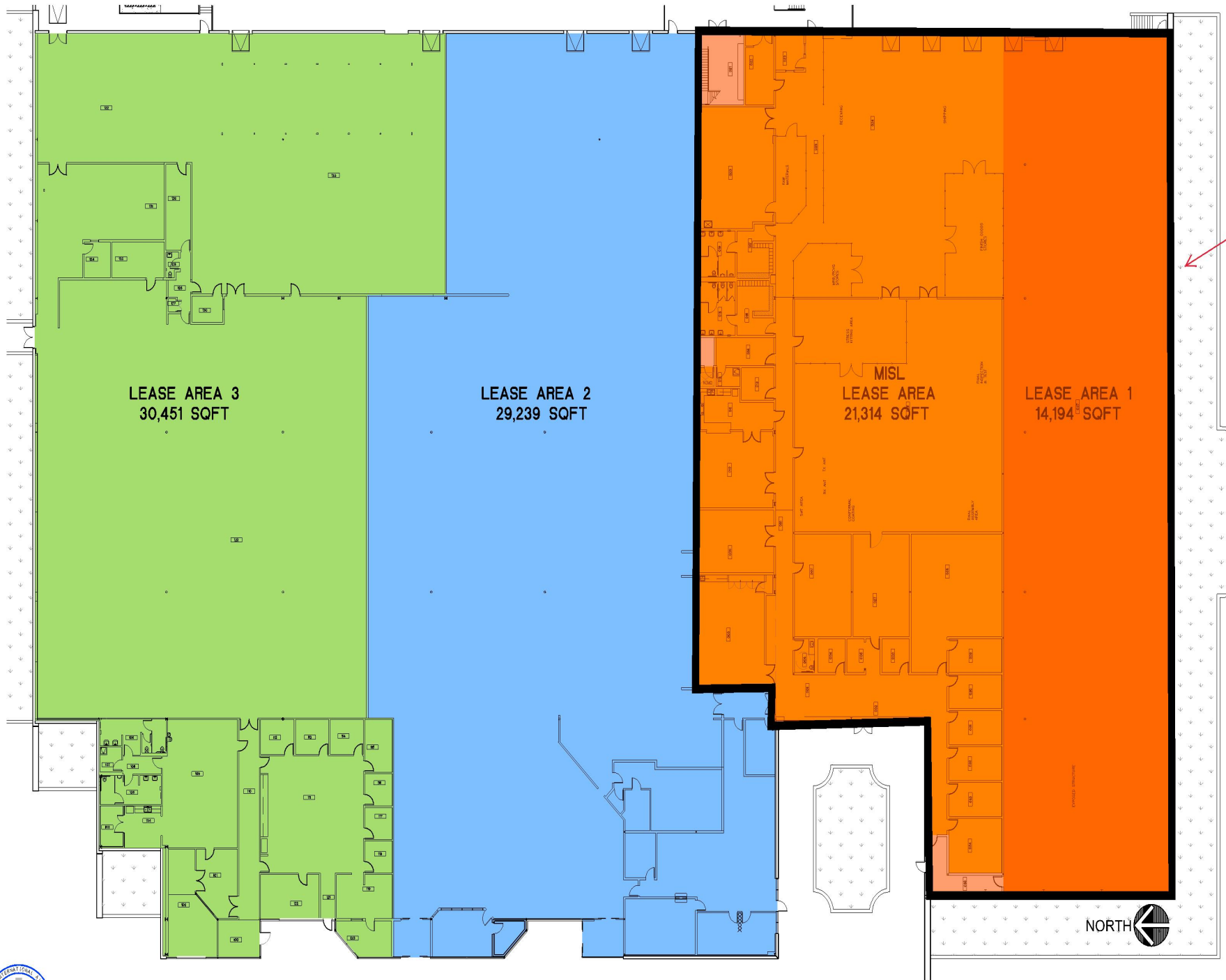


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## AMENDMENT NO. 1 TO LEASE AGREEMENT

This AMENDMENT NO. 1 TO LEASE AGREEMENT (this "Amendment No. 1") is dated \_\_\_\_\_, 2024, (the "Amendment Date"), by and between the SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY, a joint powers authority ("Lessor"), and THUNDER INTERNATIONAL GROUP, INC, a California corporation ("Lessee").

### BACKGROUND:

- A. On August 21, 2023, Lessor and Lessee entered into a Lease Agreement (the "Lease") for approximately 35,508 square feet of office, warehouse, and distribution space located in Building No. 56, Suite "A" at 115 N. Del Rosa Drive, San Bernardino, California 92408 (the "Premises").
- B. Lessor and Lessee desire to amend the Lease as set forth below.

### AGREEMENT:

NOW, THEREFORE, in consideration of the foregoing, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

- 1. Premises. Section 3 of the Basic Provisions is hereby amended to read as follows:  
  
Suite "A" and Suite "B" consisting of approximately 35,508 square feet and 29,239 square feet, respectively, for a total of 64,747 square feet of office, warehouse, and distribution space located in Building No. 56 at 115 N. Del Rosa Drive, San Bernardino, California 92408 (the "Premises").
- 2. Base Rent. Section 6 of the Basic Provisions is hereby amended to read as follows:  
  
The monthly Base Rent payable under this Lease for the Premises shall be Sixty-Nine Thousand Five Hundred Fifty-Two and 20/100 Dollars (\$69,552.20) ("Base Rent") which is payable in advance on the first day of each month, without offset or deduction. The Base rent payable hereunder shall be subject to adjustment as provided in Section 3 of the General provisions. \*See Exhibit "C," Early Possession.
- 3. Security Deposit. Section 9 of the Basic provisions shall be hereby amended to read as follows:
- 4. The Authority acknowledges prior receipt of a security deposit of Ninety-Two Thousand Three Hundred Twenty and 00/100 Dollars (\$92,320.00). Lessee shall deposit with Authority and additional security deposit for Suite "B" in the amount of Forty-Six Thousand Seven Hundred Eighty-Four and 40/100 Dollars (\$46,784.40), for a total security deposit of One Hundred Thirty-Nine Thousand One Hundred Four and 40/100

Dollars (\$139,104.40), which shall be held by the Authority in accordance with the terms of Section 5 of the general Provisions.

5. Miscellaneous.

- (a) Full Force and Effect. Except as expressly amended hereby, all other items and terms of the Lease remain unchanged and continue to be in full force and effect.
- (b) Ratification. The Lease as amended and modified hereby, is ratified and confirmed by the parties as being in full force and effect.
- (c) Conflicts. The terms of this Amendment will control over any conflicts between it and the terms of the Lease.
- (d) Counterparts. This Amendment may be executed in multiple counterparts, and each counterpart when fully executed and delivered will constitute an original instrument, and all such multiple counterparts will constitute but one and the same instrument.

{Signature Page to Follow}

DRAFT

EXECUTED as of the date first above written.

**LESSOR:**

**SAN BERNARDINO INTERNATIONAL AIRPORT  
AUTHORITY**, a Regional Joint Powers Authority

By: \_\_\_\_\_  
Name: Michael Burrows  
Title: Chief Executive Officer

**LESSEE:**

**THUNDER INTERNATIONAL GROUP, INC.,**  
a California corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



Exhibit “A”

Premises

DRAFT

Exhibit "C"


Early Possession  
Suite "B"

Lessee shall have up to one hundred and twenty (120) calendar days following the Execution Date of Amendment No. 1 to complete its demolition work, tenant improvements and installation of fixtures and equipment with respect to Suite "B" at no charge for base rent, not including utility costs for the Premises.

In the event Lessee has completed its demolition, tenant improvements and installations before one hundred and twenty (120) calendar days, the monthly base rent shall commence upon Lessee's date of opening of business.

In no event shall this period of Early Possession exceed one hundred and twenty (120) calendar days without commencement of Base Rent to be paid by Lessee to Lessor.

DRAFT

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 13</p> <p><b>PRESENTER:</b> Mark Gibbs, Director of Aviation</p>
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**SUBJECT: APPROVE AWARD OF A PROFESSIONAL SERVICES AGREEMENT WITH AECOM TECHNICAL SERVICES, INC. IN AN AMOUNT NOT TO EXCEED \$408,126 FOR THE AOA ACCESS ROAD PROJECT**

### **SUMMARY**

The proposed agreement with Aecom Technical Services, Inc. (Aecom) would provide construction management services for the AOA Access Road Project. Aecom would provide day-to-day construction management support services, review and respond to contractor submittals, coordinate project work, and submit all necessary documentation to the Federal Aviation Administration (FAA).

### **RECOMMENDED ACTION(S)**

Approve the award of a Professional Services Agreement with Aecom Technical Services, Inc. for construction management services for the AOA Access Road Project in an amount not to exceed \$408,126; and authorize the Chief Executive Officer to execute all related documents subject to technical and conforming changes as approved by legal counsel.

### **FISCAL IMPACT**

None. Funding for this Professional Services Agreement is included in the adjusted San Bernardino International Airport Authority Fiscal Year 2023-24 Budget in the Capital Project Fund, Account FAA2301 - FAA-AOA Vehicle Access Road in the amount of \$1,900,000 of which \$1,846,822 is available to fund this \$408,126 agreement for construction management services.

PREPARED BY:	Mark Gibbs
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

On October 26, 2022, the SBIAA Commission approved staff to solicit Statements of Qualifications (SOQ's) for design engineering services and construction management services for this project. From the solicitation, the SBIAA Commission awarded engineering design services to AECOM on February 22, 2023, while the award of construction management services was deferred to align with the construction phase of the project.

Bid notices for this project were advertised in newspapers of general circulation that included: San Bernardino County Sun, Riverside Press Enterprise, the El Chicano, and the Black Voice on multiple dates for each newspaper. The bid notice was posted to the agency website and sent to six (6) specialized airport engineering design firms familiar with Federal Aviation Administration (FAA) requirements and known to provide the requested services. From this solicitation, one (1) proposal was received by the Assistant Secretary of the Commission on February 13, 2023, from AECOM. This proposal was found to be responsive to the SOQ, and the firm qualified to perform the work in accordance with FAA professional services requirements.

As required by the FAA for use of federal funds in professional services contracts, an Independent Fee Estimate (IFE) was performed by a separate neutral firm familiar with this type of work to analyze the project scope and fee amount for construction management services. The resulting IFE determined the scope of services and fee amount as proposed by AECOM were appropriate for this project.

Funding for this Professional Services Agreement will be reimbursed by the FAA through the Airport Improvement Program (AIP) for 90% of the project cost, and the remaining 10% funded by San Bernardino International Airport Authority (SBIAA) in the Capital Projects Fund of the adopted FY 2023/24 budget.

Staff recommends the Commission approve the above actions.

**Attachments:**

1. Form of Professional Services Agreement.

# SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

## AGREEMENT FOR PROFESSIONAL SERVICES

### AOA Vehicle Access Road Project

This AGREEMENT FOR PROFESSIONAL SERVICES (the "Agreement" or "Contract") is made and entered into as of \_\_\_\_\_, 2024, by and between the SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY ("SBIAA"), a joint powers authority created pursuant to Government Code Sections 6500, et seq., and \_\_\_\_\_ (the "Consultant"). SBIAA and the Consultant are jointly the "Parties," and each entity is separately a "Party," to this Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED IN THIS AGREEMENT AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT OF WHICH IS ACKNOWLEDGED, THE PARTIES AGREE, AS FOLLOWS:

1. SUPERVISION OF CONSULTANT. The SBIAA staff personnel identified in Exhibit "B," shall be responsible for the supervision of any work to be performed by the Consultant or by any other consultants, subcontractors, or sub consultants retained by the Consultant to perform work for the SBIAA under this Agreement. The work to be performed by the Consultant is set forth in the Scope of Services attached to this Agreement as Exhibit "A" and incorporated herein by this reference. SBIAA reserves the right to approve or disapprove the Consultant's selection of any or all: employees; agents; contractors, subcontractors; and sub consultants to be used by the Consultant in the fulfillment of Scope of Services, during the term of this Agreement. The Consultant shall not undertake any work under the terms of this Agreement, unless authorized to do so by one of the SBIAA staff personnel identified in Exhibit "B." SBIAA staff personnel that are not identified in Exhibit "B" are not authorized to request services from the Consultant.

2. TERM OF AGREEMENT. The term of this Agreement shall commence on the date first appearing in this Agreement and will terminate on \_\_\_\_\_, 2024 or upon the completion of the work described in the Scope of Services, whichever occurs first, unless earlier terminated, as provided in this Agreement.

3. SCOPE OF CONSULTANT SERVICES. The SBIAA retains the Consultant to provide the professional services, or work, set forth in the Scope of Services. The Consultant agrees to perform the work set forth in the Scope of Services attached to this agreement as Exhibit "A" and incorporated into this Agreement by this reference. Consultant also agrees to adhere to the schedule depicted in Exhibit "A" and incorporated into this Agreement by reference. Additionally, the Consultant shall ensure that its

primary contact person, or designee for its performance of such work, shall be available to the SBIAA staff via electronic communication (such as email, pager, cell phone, or telephone) on a 24-hour per day basis during the Term of this Agreement.

4. PAYMENT BY SBIAA FOR WORK PERFORMED BY CONSULTANT.

A. The SBIAA shall compensate the Consultant for the performance of the work as described in the "Scope of Services", Exhibit "A", in an amount not-to-exceed \_\_\_\_\_ as detailed in the Fee Schedule, Exhibit "C".

B. The compensation designated in Section 4.A shall be the "Total Fee" for the performance of the work and the delivery of the final work product materials, as set forth in the "Scope of Services". The Total Fee shall include, but not be limited to, the salaries of all subcontractors retained by the Consultant to perform work pursuant to this Agreement and shall be inclusive of all costs and expenses incurred for mileage, travel, graphics, telephone, printing, fax transmission, postage, copies and such other expenses related to completion of these tasks as set forth in the "Scope of Services".

C. The Consultant shall invoice the SBIAA for work performed by the Consultant, as set forth in the "Scope of Services", Exhibit "A", each calendar month on a percentage completed basis during the term of the project. SBIAA shall pay all undisputed portions of Consultant's invoices within thirty (30) days of receipt.

D. Each invoice of the Consultant shall clearly set forth the names of the individual personnel of the Consultant and any individual subconsultants or subcontractors utilized by the Consultant, during the time period covered by the invoice, a detailed description of the professional services rendered by each named individual during such time period, the respective hourly rates of each named individual and the actual time expended by each named individual. Each invoice of the Consultant shall be accompanied by copies of all third party invoices for other direct costs incurred by the Consultant during such time period and payment releases from subcontractors retained by Consultant for all such work performed by subcontractors thirty (30) days preceding the date of the invoice.

E. Other services which the SBIAA may in its discretion request the Consultant to perform in writing which are not covered within the Scope of Services shall be paid for by the SBIAA at the applicable hourly rate schedule and cost and expense schedules for such work as set forth in Exhibit "C".

F. The Consultant shall submit invoices for processing and payment by the SBIAA under this Agreement to:

San Bernardino International Airport Authority  
Attention: Director of Development

1601 East Third Street, Suite 100  
San Bernardino, California 92408

5. NOTICE TO PROCEED. Upon execution of this Agreement, at the sole discretion of the SBIAA, the SBIAA will issue a written Notice to Proceed to the Consultant as a formal means to engage the Consultant to perform the specific work required accomplish the "Scope of Services" described in Section 3. Consultant shall not commence the performance of any work described above until provided a written Notice to Proceed from the SBIAA authorizing said work.

6. RECORDS RETENTION. All records, maps, photographs, field notes, data, information, specifications, computations, certified payroll records, correspondence or other documents generated by or on behalf of the Consultant for performance of the work set forth in the "Scope of Services", supporting documents, and all other records pertaining to the use of funds paid to the Consultant under this Agreement shall be retained by the Consultant at the San Bernardino International Airport during the performance of the "Scope of Services". Upon the completion of the "Scope of Services", the Consultant shall surrender all said documents to the SBIAA.

7. INDEMNIFICATION AND DEFENSE.

A. Consultant shall defend, indemnify and hold harmless the SBIAA, its members, officers, employees, representatives, attorneys and agents from and against any and all actions, suits, appeals, proceedings, claims, demands, losses, costs, and expenses, including legal costs and attorney fees, to the extent arising from the willful or negligent acts or omissions of the Consultant, its officers, employees, subcontractors, subconsultants and agents, in the performance of work under the Scope of Services. This indemnification obligation of Consultant shall not apply to the extent that any such action, suit, proceeding, claim, demand, loss, cost, or expense is determined by a court of competent jurisdiction to be caused by the willful conduct or negligence of the SBIAA, its officers or employees.

B. Consultant shall also defend the SBIAA, its members, officers, employees, representatives, attorneys and agents from and against any and all actions, suits, appeals, proceedings, claims, demands, losses, costs, and expenses, including legal costs and attorney fees, arising from the performance of the Consultant under this Agreement, including but not limited to acts or omissions normally covered by comprehensive, general or automobile liability insurance.

C. The indemnification provided by the Consultant may not be construed or interpreted as in any way restricting, limiting, or modifying Consultant's insurance obligations or other obligations under this Agreement and is independent of the such insurance obligations and other obligations. Compliance by the Consultant with the



insurance requirements and other obligations under this Agreement shall not in any way restrict, limit, or modify its indemnification obligations under this Agreement.

D. SBIAA shall be entitled to recover its reasonable attorney fees and court costs incurred in enforcing these indemnification clauses.

E. These indemnification clauses shall survive the expiration or earlier termination of this Agreement until all claims against SBIAA involving any of the indemnified matters are fully, finally, and absolutely barred by applicable statutes of limitations.

F. The insurance required or carried by Consultant under the provisions of Section 8 of this Agreement shall not be deemed to limit the Consultant's duty of indemnity and defense which arises under this Section 7.

8. INSURANCE. The Consultant shall maintain insurance coverage as set forth in this Section 8 throughout the term of this Agreement. The Consultant shall maintain insurance policies issued by an insurance company or companies authorized or approved to do business in the State of California and that maintain during the term of the policy a "General Policyholder's Rating" of at least A(v), as set forth in the then most current edition of "Best's Insurance Guide," as follows:

A. The Consultant, and each of its subcontractors, shall maintain comprehensive automobile liability insurance of not less than \$5,000,000 combined single limit per occurrence for each vehicle leased or owned by the Consultant or its subcontractors and used in performing work under this Agreement.

B. The Consultant, and each of its subcontractors, shall maintain Workers' Compensation insurance or a state-approved Self-Insurance Program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer's Liability with \$1,000,000 limits, covering all persons providing services and all risks to such persons under this Contract.

C. The Consultant shall maintain an insurance policy covering liability for errors and omissions of the Consultant in performing the Scope of Services in an amount of not less than \$5,000,000 per claim and in the aggregate.

D. Consultant shall maintain liability insurance written on an "occurrence" policy form, covering personal and bodily injury, death and property damage, arising out of or relating to services provided by Consultant under this Agreement, with single limit coverage of at least \$5,000,000 per occurrence with an aggregate limit of at least \$5,000,000. Such policy of liability insurance shall name the SBIAA its officers, officials, employees, and agents as additional insureds and such liability insurance policy shall not contain any intra-insured exclusions as between insured

persons or organizations. The liability coverage shall include all coverage typically provided by a Broad Form Comprehensive General Liability Endorsement and shall further include contractual liability coverage.

E. Concurrent with the execution of this Agreement and prior to the commencement of any work by the Consultant, the Consultant shall deliver to the SBIAA certificates evidencing the existence of the insurance coverage required by this Agreement, which coverage shall remain in full force and effect continuously throughout the term of this Agreement. Each policy of insurance, except workers compensation insurance and errors and omissions insurance, that Consultant purchases in satisfaction of the insurance requirements of this Agreement, shall name the SBIAA as an additional insured. Additionally, each policy of insurance that Consultant purchases in satisfaction of the insurance requirements of this Agreement shall provide that the policy may not be cancelled, terminated or modified in scope of coverage as it applies to the services to be provided by Consultant under this Agreement, except upon thirty (30) days prior written notice to the SBIAA.

F. Consultant shall be the first or primary named insured under each insurance policy.

G. Consultant's liability insurance policy (ies) shall be endorsed as needed to provide cross-liability coverage for Consultant and SBIAA and to provide severability of interests.

H. Consultant's liability policy(ies) shall be endorsed as needed to provide that the insurance afforded by those policies to the additional insured is primary and that all insurance carried by SBIAA is strictly excess and secondary and shall not contribute with Consultant's liability insurance.

I. The coverage afforded to SBIAA as an additional insured under Consultant's liability insurance policy(ies) must be at least as broad as that afforded to the Consultant and may not contain any terms, conditions, exclusions, or limitations applicable to SBIAA that do not apply to the Consultant.

J. Consultant's liability insurance coverage may be provided by a combination of primary, excess, and umbrella policies, but those policies must be absolutely concurrent in all respects regarding the coverage afforded by the policies. The coverage of any excess or umbrella policy must be at least as broad as the coverage of the primary policy.

K. The insurance requirements set forth above are independent of Consultant's exculpation, indemnification, and other obligations under this Agreement and shall not be construed or interpreted in any way to restrict, limit, or modify those

exculpation, indemnification, or other obligations or to limit the Consultant's liability under this Agreement.

L. Except for Professional Liability Insurance for Errors and Omissions Coverage, the consultant agrees to cause the insurance companies issuing their respective insurance to waive any subrogation rights that those companies may have against SBIAA (their additional insured). If the waivers of subrogation are not contained in the insurance policies, Consultant waives any right it may have against SBIAA on account of any loss or damage to the extent that the loss or damage is insured under their respective insurance policies.

9. OWNERSHIP AND REUSE OF DOCUMENTS AND OTHER MATERIALS AND INFORMATION. All maps, photographs, data, information, reports, drawings, specifications, computations, notes, renderings, correspondence or other documents generated by or on behalf of the Consultant for performance of the work set forth in the Scope of Services shall not be subject to copyright in the United States or any other country, and will be available for examination by the public, and shall be the property of SBIAA, as of the time of their preparation and upon payment by the SBIAA, and shall be delivered to SBIAA upon written request to the Consultant.

10. PRESS RELEASES. Press or news releases, including photographs or public announcements, or confirmation of the same related to the work to be performed by the Consultant under this Agreement shall only be made by the Consultant with the prior written consent of the SBIAA.

11. CONFIDENTIALITY OF MATERIALS AND INFORMATION. The Consultant shall keep confidential all reports, notes, observations, information, and data acquired or generated in performance of the work set forth in the Scope of Services, all of which SBIAA deems to be confidential. None of such confidential materials or information may be made available to any person or entity, public or private, without prior written consent of SBIAA.

12. DEFAULT AND REMEDIES.

A. Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

B. The terminating party must provide the breaching party seven (7) days advance written notice of its intent to terminate the Agreement. The notice must

specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this Agreement.

**C. Termination by SBIAA:** The SBIAA may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by SBIAA approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project; or
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to SBIAA all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by or for Consultant under this Agreement, whether complete or partially complete.

SBIAA agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

SBIAA further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, SBIAA determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the SBIAA issued the termination for the convenience of SBIAA.

**D. Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if SBIAA:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than 180 days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, SBIAA agrees to cooperate with Consultant for the purpose of terminating this Agreement or portion thereof, by mutual consent. If SBIAA and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the SBIAA's breach of the contract.

In the event of termination due to SBIAA's breach, the Consultant is entitled to invoice SBIAA and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. SBIAA agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

E. In no event shall either Party be liable to the other for any indirect, special, or consequential damage regardless of whether such claim of liability arises in contract or in tort.

### 13. TERMINATION OF AGREEMENT FOR CONVENIENCE

A. SBIAA may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the SBIAA, the Contractor must immediately discontinue all services affected.

B. Upon termination of the Agreement The Consultant must deliver to SBIAA all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by or for Consultant under this contract, whether complete or partially complete.

C. SBIAA agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

D. SBIAA further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

14. NOTICES. All notices shall be in writing. Notices shall be presented in person or by certified or registered United States Mail, return receipt requested, postage prepaid or by overnight delivery by a nationally recognized delivery service to the addresses set forth below. Notice presented by mail shall be deemed effective on the third business day following the deposit of the notice with the United States Postal Service. This Section 14 shall not prevent the Parties from giving notice by personal

service or telephonically verified fax transmission, which shall be deemed effective upon actual receipt of such personal service or telephonic verification. Either Party may change its address for receipt of written notice by notifying the other Party in writing of a new address for delivering notice to such Party.

CONSULTANT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SBIAA:

San Bernardino International Airport Authority  
Attention: Chief Executive Officer  
1601 East Third Street, Suite 100  
San Bernardino, CA 92408

15. COMPLIANCE WITH LAW. Notwithstanding any contrary provision in any exhibit to this Agreement, Consultant shall comply with all local, state, and federal laws, including, but not limited to, environmental acts, rules and regulations applicable to the work to be performed by the Consultant under this Agreement. Consultant shall maintain all necessary licenses and registrations for the lawful performance of the work required of the Consultant under this Agreement.

16. EQUAL OPPORTUNITY CLAUSE During the performance of this contract, the Consultant agrees as follows:

A. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identify, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

B. The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

C. The Consultant will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Consultant's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

D. The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

E. The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

F. In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Consultant may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

G. The Consultant will include the portion of the sentence immediately preceding paragraph (A) and the provisions of paragraphs (A) through (G) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: *Provided, however*, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

17. CONSULTANT AND EACH SUBCONTRACTOR ARE INDEPENDENT CONTRACTORS. The Consultant shall at all times during the performance of any work described in the Scope of Services, or when providing other services to SBIAA, be

Page 10 of 28

deemed to be an independent contractor. Neither the Consultant nor any of its subcontractors shall at any time or in any manner represent that it or any of its employees are employees of the SBIAA or any member agency of the SBIAA. The SBIAA shall not be requested or ordered to assume any liability or expense for the direct payment of any salary, wage or benefit to any person employed by Consultant or its subcontractors to perform any item of work or services.

18. SEVERABILITY. Each section of this Agreement shall be construed as a separate and independent covenant and agreement. If any term or provision of this Agreement or its application to certain circumstances shall be declared invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those to which it is declared invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

19. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the Parties. This Agreement supersedes all prior negotiation, discussions and agreements between the Parties concerning the subject matters covered in it. The Parties intend this Agreement to be the final expression of their agreement with respect to the subjects covered in it, and that it is a complete and exclusive statement of such terms.

20. AMENDMENT OR MODIFICATION. This Agreement may only be modified or amended by a document that is duly approved and executed by each of the Parties. Any such modification or amendment shall be valid, binding and legally enforceable only if in written form and executed by both Parties, following all necessary approvals and authorizations for such execution.

21. GOVERNING LAW AND CHOICE OF VENUE. This Agreement shall be governed by the laws of California. Any legal action arising from or related to this Agreement shall be brought in the Superior Court of California in and for the County of San Bernardino or in the United States District Court, Central District of California.

22. NON-WAIVER. Failure of either Party to enforce any provision of this Agreement shall not constitute a waiver of the right to compel enforcement of the same provision or any remaining provisions of this Agreement.

23. ASSIGNMENT. This Agreement may not be assigned by the Consultant without the prior written consent of the SBIAA.



24. REPRESENTATIONS OF PERSONS EXECUTING AGREEMENT. The persons executing this Agreement warrant that they are duly authorized to execute this Agreement on behalf of and bind the Party each purports to represent.

25. EXECUTION IN COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which will constitute a duplicate original.

26. EFFECTIVENESS OF AGREEMENT AS TO THE SBIAA. This Agreement shall not be binding on the SBIAA, until approved by the governing board of the SBIAA and signed by an authorized representative of the Consultant, approved as to form by SBIAA counsel, and executed by the authorized representatives of SBIAA.

27. CONFLICTS OF INTEREST.

A. Consultant represents that it has no interests adverse to the SBIAA or its individual member entities, at the time of execution of this Agreement. Consultant agrees that, during the term of this Agreement, the Consultant shall not enter into any agreement or acquire any interests detrimental or adverse to the SBIAA or its individual member entities.

B. Additionally, Consultant represents and warrants to SBIAA that Consultant and any partnerships, individual persons or any other party or parties comprising Consultant, together with each subcontractor that may be retained to perform services pursuant to this Agreement, do not have and, during the term of this Agreement, shall not acquire any property ownership interest, business interests, professional employment relationships, contractual relationships of any nature or any other financial arrangements relating to the SBIAA, property over which the SBIAA has jurisdiction or any members or staff of the SBIAA that have not been previously disclosed in writing to SBIAA, and that any such property ownership interests, business interests, professional employment relationships, contractual relationships or any nature or any other financial arrangements will not adversely affect the ability of the Consultant to perform the services to SBIAA as set forth in this Agreement.

28. NON-EXCLUSIVITY. This Agreement shall not create an exclusive relationship between the SBIAA and the Consultant for the services set forth in Exhibit "A" or any similar or related services. The SBIAA may, during the term of this Agreement, contract with other consultants for the performance of the same, similar or related services as those that may be performed by the Consultant under this Agreement. This Agreement only sets forth the terms upon which any such services will be provided to the SBIAA by the Consultant, as set forth in this Agreement.

29. CIVIL RIGHTS ACT OF 1964, TITLE VI – CONTRACTOR CONTRACTUAL REQUIREMENTS. During the performance of this Agreement, the Consultant, for itself, its assignees and successors in interest agrees as follows:

A. Compliance with Regulations. The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

B. Nondiscrimination. The Consultant, with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

C. Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations either by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the contractor's obligations under this Agreement and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

D. Information and Reports. The Consultant shall provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the SBIAA or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the SBIAA or the FAA, as appropriate, and shall set forth what efforts it has made to obtain the information.

E. Sanctions for Noncompliance. In the event of the Consultant's noncompliance with the non-discrimination provisions of this Contract, the SBIAA shall impose such Contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

1. Withholding of payments to the Consultant under the Contract until the Consultant complies, and/or

2. Cancellation, termination, or suspension of the Contract, in whole or in part.

F. Incorporation of Provisions. The Consultant shall include the provisions of paragraphs A through E in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the SBIAA or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the Consultant may request the SBIAA to enter into such litigation to protect the interests of the SBIAA and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

30. AIRPORT AND AIRWAY IMPROVEMENT ACT OF 1982, SECTION 520 - GENERAL CIVIL RIGHTS PROVISIONS. The Contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

31. DISADVANTAGED BUSINESS ENTERPRISES.

A. **Contract Assurance (§26.13)** - The Consultant or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy, as the recipient deems appropriate, which may include, but is not limited to:

1. Withholding monthly progress payments;
2. Assessing sanctions;
3. Liquidated damages; and/or
4. Disqualifying the Contractor from future bidding as non-responsible.

B. **Prompt Payment (§26.29)** - The prime Consultant agrees to pay each subcontractor under this prime Contract for satisfactory performance of its Contract no later than 30 days from the receipt of each payment the prime Consultant receives from the SBIAA. The prime Consultant agrees further to return retainage payments to each subcontractor within 30 days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the SBIAA. This clause applies to both DBE and non-DBE subcontractors.

32. **LOBBYING AND INFLUENCING FEDERAL EMPLOYEES.** Consultant certifies by signing this Agreement, to the best of his or her knowledge and belief, that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal grant, the Consultant shall complete and submit Standard Form-LLL, "Disclosure of Lobby Activities," in accordance with its instructions.

C. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

33. **ACCESS TO RECORDS AND REPORTS.** The Consultant shall maintain an acceptable cost accounting system. The Consultant agrees to provide the SBIAA, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and

records of the Consultant which are directly pertinent to the specific Contract for the purpose of making audit, examination, excerpts and transcriptions. The Consultant agrees to maintain all books, records and reports required under this Contract for a period of not less than three years after final payment is made and all pending matters are closed.

34. COPELAND "ANTI-KICKBACK" ACT. Consultant must comply with the requirements of the Copeland "Anti-Kickback" Act (18 USC 874 and 40 USC 3145), as supplemented by Department of Labor regulation 29 CFR part 3. Consultant and subcontractors are prohibited from inducing, by any means, any person employed on the project to give up any part of the compensation to which the employee is entitled. The Consultant and each subcontractor must submit to the SBIAA, a weekly statement on the wages paid to each employee performing on covered work during the prior week. SBIAA must report any violations of the Act to the Federal Aviation Administration.

35. RIGHTS TO INVENTIONS. All rights to inventions and materials generated under this Agreement are subject to regulations issued by the FAA and the SBIAA of the Federal grant under which this Agreement is executed.

36. TRADE RESTRICTION CLAUSE. By submission of an offer, the Consultant/Offeree certifies that with respect to this solicitation and any resultant contract, the Offeree:

A. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);

B. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and

C. has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC Section 1001.

The Offeror/Consultant must provide immediate written notice to SBIAA if the Offeror/Consultant learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Consultant must require subcontractors provide immediate written notice to the Consultant if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror/ Consultant or subcontractor:

1. who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR or
2. whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list or
3. who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror/ Consultant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Consultant may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror/ Consultant has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Consultant or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the SBIAA cancellation of the contract or subcontract for default at no cost to the SBIAA or the FAA.

37. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION (NON-PROCUREMENT) – TITLE 2 CFR PART 180 & TITLE 2 CFR PART 1200. The contract agreement that ultimately results from this solicitation is a “covered transaction” as

defined by Title 2 CFR Part 180. Bidder must certify at the time they submit their proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction. The bidder with the successful bid further agrees to comply with Title 2 CFR Part 1200 and Title 2 CFR Part 180, Subpart C by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction".

### **CERTIFICATE REGARDING DEBARMENT AND SUSPENSION (BIDDER OR OFFEROR)**

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

### **CERTIFICATION LOWER TIER CONTRACTS REGARDING DEBARMENT**

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website:  
<http://www.sam.gov>;
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above;
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedy, including suspension and debarment of the non-compliant participant.

38. ENERGY CONSERVATION REQUIREMENTS. The Consultant and all subcontractors agree to comply with mandatory standards and policies relating to energy efficiency that are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 USC 6201*et seq*).

39. FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE). All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

40. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970. All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

41. TEXTING WHEN DRIVING. In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, SBIAA encourages the Consultant to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Consultant must include the substance of this clause in all sub-tier contracts exceeding \$3,500 that involve driving a motor vehicle in performance of work activities associated with the project.

42. FAA GRANT ASSURANCES. The FAA grant assurance covenants as are hereby made applicable to the Consultant for all work and services performed by the Consultant as set forth in the "Scope of Services".



43. CONFLICT OF INTEREST – SBIAA REPRESENTATIVES. Consultant acknowledges that the SBIAA uses ethical business practices in the selection of its Consultants and in its other contracting practices. Consultant certifies that neither it nor its employees or agents have, with an intent to establish or maintain a business relationship with the SBIAA or any department thereof, provided any gift or sponsorship having a value of more than a fifty and 00/100 dollar (\$50.00) value, in total or aggregated total, to: (i) any person working on behalf of the SBIAA involved in the negotiation of this Agreement; (ii) any member of any department of the SBIAA procuring items or services from the Consultant under this Agreement; and/or (iii) any person with authority to negotiate this or any other contract on behalf of the SBIAA. Further, Consultant certifies that neither it nor its employees or agents shall at any time in the future, with an intent to establish or maintain a business relationship with the SBIAA or any department thereof, provide any gift or sponsorship having more than a fifty and 00/100 dollar (\$50.00) value, in total or aggregated total, to: (i) any person working on behalf of the SBIAA involved in the negotiation of this Agreement; (ii) any member of any department of the SBIAA procuring items or services from the Consultant under this Agreement; and/or (iii) any person with authority to negotiate this or any other contract on behalf of the SBIAA.

The Consultant acknowledges the obligations as set forth in this Section 43 by the initials of the agent signing on behalf of the Consultant appearing below:

\_\_\_\_\_  
(initial here)

44. CONFLICT OF INTEREST – CAMPAIGN CONTRIBUTIONS. The Consultant represents and warrants that it has reviewed and is familiar with the governing provisions of the California Government Code and the regulations promulgated there under by the Fair Political Practices Commission (“FPPC”) regarding campaign contributions to appointed members of the governing body of the SBIAA. The Consultant further represents and warrants that neither the Consultant, nor any number of individuals employed by the Consultant or other contractors and Subcontractors of the Consultant, or any others acting on behalf of or in concert with the Consultant, have contributed to: (i) any member of the governing body of the SBIAA, (ii) any election committee of any member of the governing body of the SBIAA, (iii) any “friends of” election committee of any member of the governing body of the SBIAA, or (iv) any political action committee (“PAC”) representing, acting with or on behalf of any member of the governing body of the SBIAA, an amount in the aggregate of more than Two Hundred Fifty and 00/100 Dollars (\$250.00) within the period commencing twelve (12) months prior to the date of the official action by the governing body of the SBIAA to approve this Agreement. The Consultant covenants and warrants that for the period of time commencing as of the date of the approval of this Agreement by the governing body of the SBIAA and for ninety (90) calendar days thereafter, similarly no such campaign and/or fund-raising contributions aggregating in excess of \$250.00 from the Consultant and other contractors and Subcontractors of the Consultant, or others action on behalf of or in concert with the

Consultant, when aggregated with campaign contributions paid pursuant to the preceding sentence for the prior twelve (12) month period, shall be made to any member of the governing body who participated in the official action to approve this Agreement. Such \$250.00 limitation shall apply for the period of time commencing twelve (12) months prior to the date of the official action of the governing body of the SBIAA to approve this Agreement and for ninety (90) calendar days thereafter and all such campaign contributions within said fifteen (15) month period of time shall be aggregated for purposes of the FPPC rules and regulations. Any breach of this Section 19, whether intentional or unintentional, shall be deemed to be a material breach of this Agreement.

The Consultant acknowledges the obligations as set forth in this Section 44 by the initials of the agent signing on behalf of the Consultant appearing below:

\_\_\_\_\_  
(initial here)

45. FAIR POLITICAL PRACTICES COMMISSION FORMS AND FILINGS. The provisions of this Section 45 shall apply to the Consultant, its employees and/or agents providing or supervising the services to the SBIAA as set forth in this Agreement. The Consultant acknowledges and represents and warrants that the Consultant is aware of the requirements of the Fair Political Practices Commission ("FPPC") of the State of California, including the statutory requirements and the rules and regulations promulgated pursuant thereto, and the obligations and duties of third party contractors such as the Consultant to complete and timely submit the required FPPC reporting forms.

By the execution and acceptance of this Agreement with the SBIAA, the Consultant hereby agrees that no later than the first day of April (April 1) of each calendar year, or any other date as designated by SBIAA legal counsel or the Clerk of the Board, the Consultant shall submit, and/or cause its employees and/or agents providing or supervising the services to the SBIAA as set forth in this Agreement to submit, to the Clerk of the Board any reporting form or filing published and/or required by the FPPC which SBIAA legal counsel or the Clerk of the Board should deem appropriate and so request of the Consultant, properly and fully completed in accordance with the instructions of the FPPC, which instructions shall be provided to Consultant by the Clerk of the Board, identifying the appropriate and necessary economic disclosures of the Consultant, its employees and/or agents who perform services by, through or on behalf of the Consultant to the SBIAA pursuant to this Agreement.

Further, the Consultant recognizes that it is neither the duty nor the responsibility of the SBIAA, its staff and/or legal counsel to review or seek additional information from the Consultant as to any information submitted to the SBIAA in the required FPPC reporting forms. The Consultant further understands that the Consultant, its principals, shareholders, and certain employees and/or agents could be subjected to fines and civil penalties imposed by the FPPC in the event any documentation submitted

by the Consultant is deemed to be inadequate either by the FPPC or any other State or local prosecutorial office. Under some circumstances, such inadequacies for failure to comply with the FPPC requirements may also involve criminal sanctions.

The Consultant shall further defend, indemnify and hold harmless the SBIAA, its officers, employees, representatives, and agents, for any and all violations by the Consultant regarding FPPC reporting compliance requirements that result in any liability or financial loss to the SBIAA, its officers, employees, representatives, and agents, by reason of the failure of the Consultant to comply with the provisions of this Section 45, including staff costs, attorney fees and any and all other costs as may be incurred by the SBIAA, its officers, employees, representatives, and agents due to any alleged violations of the FPPC reporting requirements by the Consultant.

The Consultant acknowledges the obligations as set forth in this Section 45 by the initials of the agent signing on behalf of the Consultant appearing below:

\_\_\_\_\_  
(initial here)

46. CLEAN AIR AND WATER POLLUTION CONTROL. Consultant agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC § 740-7671q) and the Federal Water Pollution Control Act as amended (33 USC § 1251-1387). The Consultant agrees to report any violation to SBIAA immediately upon discovery. SBIAA assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Consultant must include this requirement in all subcontracts that exceeds \$150,000.

47. CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS. The following provisions are applicable to Contracts that exceed \$100,000 and employs laborers, mechanics, watchmen, and guards. This includes members of survey crews and exploratory drilling operations:

A. Overtime Requirements.

No Consultant or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and

one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

B. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph A above, the Consultant and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Consultant and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph A above, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph A above.

C. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration or the SBIAA shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any monies payable on account of work performed by the Consultant or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph B above.

D. Subcontractors.

The Consultant or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs A through D and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs A through D of this section.

48. PROHIBITION OF SEGREGATED FACILITIES.

A. The Consultant agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Consultant agrees that

a breach of this clause is a violation of the Equal Employment Opportunity clause in this Contract.

B. "Segregated facilities," as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.

C. The Consultant shall include this clause in every subcontract and purchase order that is subject to the Equal Employment Opportunity clause of this Contract.

SAN BERNARDINO INTERNATIONAL  
AIRPORT AUTHORITY,  
a joint powers authority

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Michael P. Burrows  
Chief Executive Officer

ATTEST:

By: \_\_\_\_\_  
Assistant Secretary of the Commission

Approved as to form and legal content:

Mirau, Edwards, Cannon, Lewin & Tooke, LLP  
A Limited Liability Partnership

By: \_\_\_\_\_  
Michael Lewin

CONSULTANT

Date: \_\_\_\_\_

By: \_\_\_\_\_

**EXHIBIT A**  
**SCOPE OF SERVICES**  
**FOR**  
**AOA VEHICLE ACCESS ROAD**

DRAFT



## **Exhibit “A” - Scope of Services**

### **Construction Management Services for AOA Access Road Project (February 13, 2023)**

#### **BACKGROUND**

San Bernardino International Airport Authority (“SBIAA”) has requested construction management services for the AOA Access Road Project at San Bernardino International Airport (SBD).

#### **WORK BREAKDOWN STRUCTURE**

The project will be implemented using the following work breakdown structure:

#### **CONSTRUCTION MANAGEMENT SERVICES**

**Task 1.1 Pre-Construction.** Prior to construction, AECOM will perform pre-construction services in support of the project:

1. Review construction drawings and specifications
2. Preparation of project Health and Safety Plan
3. Preparation of construction schedule(s)
4. Obtain airport security badge(s)
5. Setup on-site engineer’s office (Office space provided by Others)
6. Meeting and coordination with SBIAA staff to familiarize with Operations and security
7. Conduct a pre-construction meeting

**Task 1.2 Construction Management.** During the construction phase, AECOM will provide Construction Management services. As indicated below, the scope of services summarizes the anticipated on-site effort as well as the home office support.

1. Provide one (1) on-site construction manager; one (1) on-site civil inspector; and one (1) part-time office engineer.
2. Attend and facilitate the pre-construction meeting.
3. Attend and facilitate regularly scheduled construction coordination meetings.
4. Review and respond to contractor RFI’s.
5. Process submittals and shop drawings.
6. Manage and coordinate the work of the project as a whole, including the Contractor and all other parties.
7. Develop and implement project procedures.





8. Review and approve certified payroll.
9. Review and approve monthly progress payments.
10. Provide all reports (daily, weekly, monthly, quarterly and final acceptance) and review project for compliance.
11. Submit for review, approval, and/or execution, as required, such documents as project budgets, change orders and progress payments.
12. Monitor contractor performance and progress against the contract schedule. Obtain agreement on improvement measures to be taken, and if necessary, recommend remedial actions.
13. Maintain project records for construction contract from contract solicitation to final acceptance, payment, and close-out. These records will include, but not be limited to:
  - a) Construction contract and change orders.
  - b) Record of all correspondence and meetings pertaining to the contract.
  - c) Contractor progress payment records.
  - d) Material testing reports.
  - e) Monthly, weekly, and daily reports.
  - f) Record of all changes, deviations, and substitutions, which have been evaluated, estimated, negotiated, and accepted.
  - g) Final acceptance, final payment, and close-out documents.
14. Monitor the construction of the project in accordance with approved drawings and specifications.
15. AECOM will coordinate quality assurance material testing in accordance with the project specifications. The material testing will be provided by AECOM's subconsultant MGTL.
16. AECOM will coordinate quality assurance surveying. The QA surveys will be provided by AECOM's subconsultant Guida Surveying.
17. Coordinate any necessary airfield closures with Airport Operations, Tower, Stakeholders, and the Contractor.
18. Provide Construction Observation and Quality Assurance:
  - a) Perform construction observation of the contractor's work for general conformance with the contract documents.
  - b) Arrange for tests of materials and equipment for conformance with specific requirements of contract documents, and document results of the tests.
  - c) Where tests indicate lack of conformance, initiate action to secure conformance. Track and manage efforts of materials testing firm.
  - d) Note deficiencies in the Contractor's work, recommend corrections to be made, and check the remedial work.
  - e) Provide a record of tests made to verify quality of the work and conformance with contract documents.



- f) Prepare and maintain daily observation reports including a narrative of the work in progress, notations on tests made, pertinent facts as to problem areas and recommended solutions, work force, equipment, and other matters essential to the project.
- g) Coordinate airfield closures with the airport.

**Task 1.3 Post-Construction Activities.** Upon completion of construction, AECOM will perform project close-out services. The close-out documents will be provided to the Client and SBIAA via hardcopies and PDF electronic copies.

- 1. Upon completion of construction, AECOM will also perform a final inspection and prepare a punch list of items to be corrected prior to final acceptance of the project.
- 2. Review of the Contractor's as-built drawings for accuracy and completeness.
- 3. Prepare the FAA Final Construction Report for project close out.

#### **ASSUMPTIONS AND EXCLUSIONS**

- 1. Assume that no permits are required for AECOM's scope.
- 2. AECOM will prepare the Final Construction Report for project close out.
- 3. During the construction period, the CM will facilitate weekly construction meetings (Assume 16 meetings).
- 4. Assumed period of performance for on-site construction management services based on 40 hours per week (8 hrs per day for each on-site staff) for 3 months (No weekend work). If the Contractor works more hours each day or more days each week, AECOM will need additional budget to adequately oversee the construction.
- 5. Assumed period of performance for on-site construction management is 3 months.
- 6. Assumed period of performance for off-site post-construction services is 1 month.
- 7. Office space for on-site AECOM staff will be provided by the Others.
- 8. Consultant shall have no responsibility for (i) construction means, methods, techniques, sequences or procedures; (ii) for the direction of Contractors' personnel; (iii) selection of construction equipment; (iv) coordination of Contractors' work; (v) for placing into operation any plant or equipment; or (vi) for Contractors' failure to perform the work in accordance with any applicable construction contract.
- 9. Consultant shall not be responsible for Owner's pre-existing site conditions or the aggravation of those preexisting site conditions to the extent not caused by the negligence or willful misconduct of Consultant. Consultant shall not be responsible for inspecting, observing, reporting or correcting health or safety conditions or deficiencies of Owner, Contractors or others at the project site ("Project Site") other than Consultant's employees, subconsultants and vendors. So as not to discourage Consultant from voluntarily addressing health or safety issues while at the Project Site, in the event Consultant does identify such issues by making observations, reports, suggestions or otherwise, Consultant shall have no authority to direct the actions of others not under Consultant's responsibility and control and shall have no liability, responsibility, or affirmative duty arising on account of Consultant's actions or forbearance.
- 10. Notwithstanding anything contained in this Agreement, Consultant shall have no responsibility for the discovery, presence, handling, removal, transportation, storage or





**Construction Management Services for AOA Access Road  
San Bernardino International Airport (SBD)**

disposal of, or exposure of persons to hazardous materials in any form related to the Project.

11. Consultant shall perform the Scope of Services in accordance with the degree of professional skill, quality and care ordinarily exercised by members of the same profession currently practicing in the same locality under comparable circumstances and as expeditiously as is consistent with professional skill and the orderly progress of the Project.
12. Consultant is entitled and will rely upon the accuracy, completeness, currency and non-infringement of information and data provided by SBIAA or obtained from generally accepted sources within the industry, except to the extent such verification by Consultant may be expressly required as a defined part of the Scope of Services.
13. Neither Party shall be responsible for a delay or disruption in, or inability to provide its respective performance under this Agreement, other than a delay in payment for the work already performed, if such delay is caused by events or contingencies, existing or future, beyond the reasonable control of the claiming Party, including "acts of God," abnormal weather conditions or other natural catastrophes, war (whether declared or not), terrorism, sabotage, computer viruses, civil unrest, strikes, lockouts or other industrial disturbances, pandemics, epidemics, health emergencies, virus (e.g., SARS Cov-2), disease (e.g. COVID-19), plague, changes in law or regulations, quarantine, travel restrictions, discovery of hazardous materials, differing or unforeseeable site conditions, acts of governmental agencies or authorities (whether or not such acts are made in response to other Force Majeure Events), or any other events or circumstances not within the reasonable control of the party affected, whether or not of a similar kind or nature to any of the foregoing (a "Force Majeure Event"). The Party seeking application of this provision shall notify the other Party in writing promptly upon learning of the impact of the Force Majeure Event upon the notifying Party's performance of its obligations under this Agreement. Upon the occurrence of a Force Majeure Event, Consultant shall be entitled to an equitable adjustment to the project schedule and compensation sufficient to compensate Consultant for any increase in the time or costs necessary to perform the work under this Agreement. Should a Force Majeure Event substantially prevent or be reasonably likely to substantially prevent Consultant's performance of the Scope of Services for more than thirty (30) days, then Consultant shall be entitled to terminate this Agreement without breach. In case of such termination, Consultant shall be entitled to compensation for those works/tasks performed as of the date of termination.

San Bernardino International Airport (SBD)  
Construction Management Services for:  
AOA Access Road Project

EXHIBIT "B"

February 12, 2023  
Estimate and Hour Summary

No.	Staff	Billing Rate	Total Hours	On-Site Management					Close-out Month 4	Labor Subtotal	ODC's / Subconsultants	Total Amount
				Pre-Construction	Month 1	Month 2	Month 3	Month 4				
<b>1.0</b>	<b>CONSTRUCTION MANAGEMENT SERVICES</b>											
1.1	Construction Manager	\$186	804	100	176	176	176	176	176	\$ 149,544	\$ 15,000	\$ 164,544
1.2	Civil Inspector	\$178	804	100	176	176	176	176	176	\$ 143,112	\$ 15,000	\$ 158,112
1.3	Office Engineer	\$100	132		44	44	44			\$ 13,200	\$ 2,500	\$ 15,700
1.4	Project Manager	\$257	30	10	4	4	4	8	8	\$ 7,710	\$ -	\$ 7,710
1.5	Project Controls	\$126	20	4	4	4	4	4	4	\$ 2,520	\$ -	\$ 2,520
<b>2.0</b>	<b>SUBCONSULTANTS</b>											
2.1	Material Testing Services (5% Mark-up)										\$ 20,540	\$ 20,540
2.2	Quality Assurance Surveys (5% Mark-up)										\$ 24,000	\$ 24,000
<b>3.0</b>	<b>OTHER DIRECT COSTS (ODC'S)</b>											
3.1	Vehicle Lease (2 trucks)				\$3,000	\$3,000	\$3,000				\$ 9,000	\$ 9,000
3.2	Fuel (2 trucks)				\$1,000	\$1,000	\$1,000				\$ 3,000	\$ 3,000
3.3	Office Supplies / Miscellaneous Expenses				\$1,000	\$1,000	\$1,000				\$ 3,000	\$ 3,000
	<b>Total Hours -</b>		<b>1,790</b>	<b>214</b>	<b>404</b>	<b>404</b>	<b>404</b>	<b>364</b>		<b>\$ 316,086</b>	<b>\$ 92,040</b>	<b>\$ 408,126</b>

1,790

Total Budget \$ 408,126  
T&M

**EXHIBIT B**  
**SUPERVISORY STAFF PERSONNEL**


SBIAA Staff:

Chief Executive Officer  
Director of Aviation  
Director of Development  
Airport Manager

DRAFT

**EXHIBIT C**  
**FEE SCHEDULES**

DRAFT

	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 14</p> <p><b>PRESENTER:</b> Jeff Barrow, Director of Development</p>
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**SUBJECT: APPROVE THE AWARD OF A CONSTRUCTION CONTRACT WITH MATICH CORPORATION IN THE AMOUNT OF \$1,341,626 FOR THE AOA VEHICLE ACCESS ROAD PROJECT; SUBJECT TO FINAL GRANT AWARD BY THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL AVIATION ADMINISTRATION (FAA)**

### **SUMMARY**

The AOA Vehicle Access Road Project involves reconstruction of an existing gravel service road located within the airfield. Construction activities include excavation, grading, asphalt paving, drainage, fence work, seeding and pavement markings. The project is located west of Taxiway C and north of Taxiway D. The project is administered through the FAA's Airport Improvement Program (AIP) at a 90% reimbursement rate.

### **RECOMMENDED ACTION(S)**

Approve the award of a construction contract with Matich Corporation in an amount not to exceed \$1,341,626 subject to final grant award from the FAA; and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

None. Funding for this project is included in the San Bernardino International Airport Authority (SBIAA) Fiscal Year 2023-2024 budget in the Capital Project Fund, Account FAA2301 - AOA Vehicle Access Road in the amount of \$1,900,000 of which \$1,438,697 is available to fund this \$1,341,626 construction contract.

PREPARED BY:	Issa Massou
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

### **BACKGROUND INFORMATION**

On October 18, 2023, the San Bernardino International Airport Authority (SBIAA) Commission authorized Staff to advertise and solicit construction bids for this project. Project plans and specifications were advertised as a Notice Inviting Bids through the SBIAA website and in four local newspapers in accordance with SBIAA Policies and Procedures, and FAA procurement requirements. Three (3) qualified contractors submitted sealed bids on November 28, 2023, of which Matich Corporation submitted the most competitive bid proposal for this project.

Subject to final grant award, 90% of the project cost would be funded through a Bipartisan Infrastructure Law (BIL) grant, administered through the FAA's Airport Improvement Program (AIP). The remaining 10% would be funded from local sources that may include a 5% match from the California Department of Transportation, Division of Aeronautics, depending on availability.

Staff requests that the SBIAA Commission award a construction contract to Matich Corporation in the amount of \$1,341,626, subject to a final grant award from the FAA.

Three (3) sealed bids were received from contractors, with the full project cost identified below:

· Matich Corporation	\$1,341,626.00
· Granite Construction	\$1,474,741.00
· All-American Asphalt	\$2,483,336.00

SBIAA standard form construction contract will be utilized for this project. Staff recommends the Commission approve the above recommended actions.


**Attachments:**

1. Project Site Plan



Exhibit D



	<p><b>TO: San Bernardino International Airport Authority Commission</b></p> <p><b>DATE:</b> December 21, 2023</p> <p><b>ITEM NO:</b> 15</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p>
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**SUBJECT: REVIEW STATUS OF THE ACTION PLAN FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) THROUGH DECEMBER 31, 2023**

### **SUMMARY**

On December, 16, 2015, the SBIAA Commission adopted a Strategic Plan and in January 2020 updated its Business Plan and near term outlook. These helped identify key dates and deliverables in an effort to focus San Bernardino International Airport Authority (SBIAA) Staff and resources to increase organizational, operational efficiencies and results.

### **RECOMMENDED ACTION(S)**

Review the Action Plan for the San Bernardino International Airport Authority through December 31, 2023.

### **FISCAL IMPACT**

None. The proposed plan identifies staff resources for which funding is included in the General Fund of the adopted San Bernardino International Airport Authority (SBIAA) Budget for Fiscal Year 2023/24.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Scott Huber
FINAL APPROVAL:	Michael Burrows

**BACKGROUND INFORMATION**

The Action Plan identifies key dates and deliverables in an effort to focus San Bernardino International Airport Authority (SBIAA) Staff and resources to increase organizational and operational efficiencies.

This status is offered for consideration and review. Updates and adjustments should be made, as appropriate, at each monthly interval.

For review and discussion.

**Attachments:**

1. SBIAA Action Plan

# December 2023 – Airport Focal Areas



Ensure Operational &  
Financial Stability

Stabilize Revenue Streams &  
Sources

Good Neighbor Program

Airport Outreach:  
Business Retention & Expansion

Green Energy Element

Fuel Farm Project

Airport Terminal

Grant Programs &  
Initiatives

International Trade

U.S. Customs



# San Bernardino International Airport Authority

## Draft Action Plan for SBIAA (12/31/23)

Month	Key Initiative	Key Resources	Completion Date
July 2023	Airport Terminal Enhancements; SBD Good Neighbor Program	SBIAA Commission, CEO., General Counsel, Director of Aviation, Director of Finance	July 30, 2023
August 2023	Airport Activity Update; Terminal Systems and Security Upgrades	SBIAA Commission, CEO., General Counsel, Director of Aviation, Director of Finance	August 31, 2023
September 2023	Technical Advisory Committee; Capital Plan Review; AOA Access Road Project	SBIAA Commission & Committee, CEO., Director of Aviation, Director of Finance	September 30, 2023
October 2023	International Trade Initiatives; Policy & Procedures Updates; Quarterly Financials	SBIAA Commission & Committee, Director of Finance, Director of Aviation, Asst. Secretary of Commission	October 31, 2023
November 2023	Legislative Initiatives; Quarterly Budget Adjustments	SBIAA Commission & Committee, CEO., Director of Finance, Exec Staff	November 30, 2023
December 2023	Business Plan review; Finalize Annual Audit	SBIAA Commission & Committee, CEO, Director of Aviation, Director of Finance, Exec Staff	December 31, 2023



# SBIAA Near-Term Action Plan – Implementation



Sub-Initiative Status:



Incomplete

In Process

Completed

Stabilize Tenants & Infrastructure



Update Operational Plans



Airport Terminal Improvements



Implement New Accounting and  
Agenda Software



Airport Fuel Farm Upgrades



SBIAA Infrastructure  
Assessments



International Trade

U.S. Customs

