

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, MARCH 25, 2026
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

Penny Lilburn, President

Mayor, City of Highland

Joe Baca, Jr., Vice President

Supervisor, County of San Bernardino

Theodore Sanchez, Secretary

Councilmember, City of San Bernardino

COMMISSION MEMBERS:

Frank J. Navarro

Mayor, City of Colton

Rhodes Rigsby

Councilmember, City of Loma Linda

Kim Knaus

Councilmember, City of San Bernardino

ALTERNATE COMMISSION MEMBERS:

Dawn Rowe

Supervisor, County of San Bernardino

Phillip Dupper

Mayor, City of Loma Linda

John Echevarria

Councilmember, City of Colton

Jimmy Saldana

Mayor Pro Tem, City of Highland

Fred Shorett

Councilmember, City of San Bernardino

- 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. 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.
- 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 Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Betty Lui, Transportation Security Administration (TSA)
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 2235 East Perimeter Road, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Kevin Horan, SBRETC
- c. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 275 N. Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Mike Allen, Executive Vice President, Bulk Fuel Sales, Titan Aviation Fuels
- d. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: Approximately 4 acres of vacant land at the San Bernadino International Airport, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Michael Allowas, Technical Advisor
- e. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d) – significant exposure to litigation: one case

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 MARCH 25, 2026**
[PRESENTER: Jillian Ubaldo, 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. **CHIEF EXECUTIVE OFFICER'S REPORT**
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 016]
- b. **LEGISLATIVE UPDATE**
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 017]
- c. **REPORT ON FAA GRANTS**
[PRESENTER: Mark Gibbs, Director of Aviation PAGE#: 018]
- d. **GREEN ENERGY ELEMENT UPDATE**
[PRESENTER: Amber Casarez, Marketing Manager PAGE#: 019]

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 FEBRUARY 2026**
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 020]

4. RECEIVE AND FILE TREASURER'S REPORT FOR JANUARY 31, 2026 FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA)
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 027]
5. APPROVE A 48-MONTH LEASE AGREEMENT FOR A 2026 LINCOLN CORSAIR WITH SOUTH BAY FORD, INC. IN AN AMOUNT NOT TO EXCEED \$44,114
[PRESENTER: Mark Gibbs, Director of Aviation PAGE#: 030]
6. AUTHORIZE STAFF TO ADVERTISE A REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES FOR THE SBD ABOVE AND BEYOND PROJECT
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 038]
7. APPROVE MEETING MINUTES: FEBRUARY 25, 2026
[PRESENTER: Jillian Ubaldo, Assistant Secretary of the Commission PAGE#: 055]

I. **COMMISSION ACTION ITEMS**

8. RECEIVE AND FILE THE ANNUAL INDEPENDENT FINANCIAL AUDIT REPORT OF THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) FOR THE FISCAL YEAR ENDING JUNE 30, 2025
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 063]
9. APPROVE AN AGREEMENT WITH FUSE CONNECT, LLC TO PROVIDE IN-TERMINAL ADVERTISING SERVICES AT THE SAN BERNARDINO INTERNATIONAL AIRPORT
[PRESENTER: Mark Gibbs, Director of Aviation PAGE#: 108]
10. APPROVE AMENDMENT NO. 5 WITH C & A JANITORIAL, LLC IN AN ADDITIONAL CONTRACT AUTHORITY AMOUNT NOT TO EXCEED \$363,100 FOR THE SECOND ONE-YEAR EXTENSION OPTION TERM FOR JANITORIAL SERVICES AT SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY FACILITIES
[PRESENTER: Jonathan Galvan, Airport Manager PAGE#: 193]
11. DISCUSSION AND DIRECTION REGARDING THE POTENTIAL ESTABLISHMENT OF THE EXECUTIVE COMMITTEE AS A STANDING COMMITTEE AND ADOPTION OF A REGULAR MEETING SCHEDULE
[PRESENTER: Scott Huber, Legal Counsel PAGE#: 213]
12. CONDUCT BUSINESS PLAN UPDATE WORKSHOP
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 215]
13. REVIEW STATUS OF THE ACTION PLAN FOR THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) THROUGH JUNE 30, 2026
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 226]

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, April 22, 2026.

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 1</p> <p>PRESENTER: Jillian Ubaldo, 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 MARCH 25, 2026

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:	Yajaira Maldonado
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
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-subsidiary 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):

<u>Agenda Item No.</u>	<u>Contractors/Tenants</u>	<u>Subcontractors/Subtenants</u>
C.b.	<u>San Bernardino Regional Emergency Training Center</u>	None.
C.c.	<u>Titan Aviation Fuels</u> Robert "Buddy" Stallings, Owner Robbie Stallings, President Mike Allen, Vice President Kyle Voorhees, Southwestern Sales Representative	None.
8.	<u>Eide Bailly, LLP,</u> See attached list	None.
9.	<u>Fuse Connect, LLC</u> Scott Jacobson, CEO Dr. Alejandro Garfio, President	None.

10. C & A Janitorial, LLC None.
Clifford D. Goodloe, Partner
Anita M. Goodloe, Partner

Attachments:

1. California Government Code §§ 84308 and 87103
2. California Code of Regulations, Title 2, Division 6, §18438
3. Eide Bailly, LLP Contractor List

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.

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

3 **§ 18438.5. Aggregated Contributions Under Section 84308.**

4 For purposes of Section 84308:

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

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

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

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

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

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

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

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

22 (iii) The business entities share the use of the same offices or employees, or otherwise
23 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).

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SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

Eide Bailly Partner Listing			
Barb Aasen	Derek Flanagan	Joe Kristan	Rudy Rudolph
Joe Aguilar	Chad Flanagan	Sara Kurtz	LeAnn Rudolph
Thomas Ahrens	Dan Flowers	Amy Lai	Brian Ruff
Linda Albrecht	Tom Fogarty	Brian Laib	Tonya Rule
Rick Alexander	Janie Fogg	Travis Lance	Peggy Runcorn
Roger Alfaro	Brooke Forstner	Renee Langworthy	David Rygh
Nate Allphin	Steve France	Scott LaPlant	Jordan Salo
Rick Alonzo	David Frank	Caroline Larson	Wade Sandy
Jessica Andersen	Teri Gage	Derrick Larson	Joe Sawatske
Jay Anderson	Dan Gahler	Bobby Lawrence	Kurt Schlicker
Ava Archibald	Dennen Gamradt	Tim LeClair	Keith Schmidt
Sheila Ashrafi	Bill Garcia	Brenda Leibfried	Jim Schmidt
Mike Astrup	Kirk Gardner	Shannon Lemmon	Jill Schneider
Troy Atkinson	Bruce Garfield	Susan Levinstein	Maria Schwingler
Jon Ault	Ahmad Gharaibeh	Kirk Lindemann	Rebekah Scott
Steve Bandler	Dave Glennon	Darrell Lingle	Jeri Self-Merritt
Rick Basterrechea	Ann Glenz	Carolyn Linkov	Ryan Shirley
Michelle Beaty	Tom Goekeler	Ralph Llewellyn	David Showalter
Jeremy Bendewald	Shilo Gorospe	Dustin Long	Brett Simpson
Brad Berls	Kelley Grace	D.C. Lucas	Paul Sirek
Eric Berman	Chris Gracey	Thomas Madison	Scott Sisel
Tyler Bernier	Renee Gravalin	Heather Maire	Paul Skeen
TJ Bert	Jake Gregory	Ross Manson	Gary Smith
Brian Bertsch	Xiupin Guillaume	Dan Martin	Kevin Smith (BOI)
Ryan Beste	John Gupta	Donny Matteson	Jennifer Snow
Jan Bjork	Scott Gustafsson	Nathan McMurtrey	Jeff Sorensen
Mike Blazei	Russell Guthrie	Joe Melson	Kinnaly Soukhaseum
Brian Bluhm	Mark Guy	Norman Mendoza	Mike Soza
Brenda Blunt	Scott Haberman	Terry Merfeld	Cindy Spence
Ashley Brandt-Duda	Mark Hale	Michael Michelsen	Andy Spillum
Danny Bresnahan	Sean Hales	Lealan Miller	Joe Splinter
Shannon Breuer	Brian Haley	Alex Miller	Laura Srsich
Marilyn Brindle	Kayce Halley	Dan Milne	Brian Stavenger
Kelly Bryson	Edie Hanson	Tamara Miramontes	Dave Stende
Eric Budreau	Susie Hanson	Terri Montgomery	Chantal Stennererson
Dale Bunn	Brandon Harrison	Joe Monty	Jeromy Stephens
Travis Burgess	Laura Hartwig	Patti Morgan	Joe Stoddard
Cindy Byerrum	Jeremy Hauk	Gwen Moser	Dave Studebaker
Brett Call	Ryan Havick	Andrea Mouw	Mandy Sutton
Brian Callahan	Julie Hawkins	Lauren Murro	Ryan Svoboda
Curtis Campbell	Joshua Hayes	Dan Neale	Leonard Sweet
Kathy Cantu	Toby Hazen	Scott Nelson	Adam Sweet
Glenn Carniello	Ron Hecht	John Nelson	Michael Tao
Jennifer Carpenter	Jared Heim	Deb Nelson	Luke Taylor
Lisa Chaffee	David Helm	Stacey Nelson	Greg Taylor
Pam Chamberlain	Rhea Hemish	Aaron Ness	Amy Tepp

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

Eide Bailly Partner Listing			
Brian Cheese	Hans Hendershot	Jason Neumann	Diane Terrell
Greg Clausen	Kimberley Higgins	Cory Nielson	Bradley Theisen (MPL)
Aaron Clayton	Ted Hill	Al Nolte	Heather Thielges
Kristin Cornell	Angie Hillestad	Eric Nuttall	Stuart Tholen
Alex Corrigan	KayLynn Hilton	Craig Nyhus	Duane Thompson
Nick Crank	Jeff Hipshman	Alexis Odden	Rachael Thomsen
Mike Criddle	David Hirschhorn	Jason Oelrich	Brian Tims
Blake Crow	Elliot Hitt	SuAnn Olson	Royce Townsend
Jeff Cullison	Roger Huebner	Jason Olson	Denise Tripp
Brett Dagley	Kim Hunwardsen	Kyle Orwick	Steve Troyer
Mark Dale	Jenni Huotari	Edd Painter	Amber Tyler
Jodi Daugherty	Caesar Ibarra	Andrew Park	Brian Unsen
Brad DeJong	John Jacobsen	Zach Parker	Cory Van Maanen
Jason Delles	Aaron Jaqua	Bobby Patel	Grant Vande Kamp
Sarah DeVries	Jim Jarding	Ben Peeler	Travis VanDyke
Kristin Diggs	Julie Jeffrey	Karen Perkins	Mike Verville
Ryan Donahue	Jeremy Jennings	Joyce Peters	Erin Villafana
Jim Donovan	Ken Jeppesen	Clint Peterson	Adam Vonachen
Ryan Doyle	Ken Johnson	Brian Peterson	Andrew Wagner
Brittany Dunn	Eric Johnson	Scot Phillips	Audra Wagner
Vanessa Dutton	Luke Johnson	Shane Pickett	Nic Waldenmayer
Shelley Earsley	Brett Johnson	Brad Poll	Brad Wallace
Nathan Edelman	Ramona Johnson	Ksenia Popke	Clay Waller
Jeff Edison	Chuck Johnson	Debbie Potter	Don Watson
Pam Eggert	Jared Johnson	Tom Pruner	Melissa Webb
Blake Ellefson	Greg Jones	Kevin Pulliam	Tracey Welcher
Ben Ellingson	Kara Jones	Eric Pulse	Mark Wenig
Holly Engelhart	Julie Kafka	Aric Radmacher	Donald Westenhaver
Corey Enger	Elise Kainz	James Ramsey	Kevin Whitaker
Tara Engquist	Don Kainz	David Randel	Phillip White
Stacy Erdmann	Andy Kaiser	Mitch Rasmussen	Jay Wikum
Dana Ereth	Paul Kane	Bill Rauch Jr	Janice Wilburn
Anders Erickson	Patrick Kautzman	Gerald Reid	Chris Wilcox
Matt Everroad	Janel Keenan	Justin Reilly	Steve Williams
Beth Farley	Brad Kelley	Mackenzie Rentschler	Bill Williams
Jamie Fay	Will Kerns	Rachel Rico	Tiffany Williamson
Joy Feige	Jeremy Kiecker	Jodi Ristrom	Chad Wilsie
Todd Ferguson	Craig King	Kelli Roberts	John Wodzinski
Amber Ferrie	Mike Klaich	Bradford Rockabrand	Jesse Wutkee
Beth Feuchtenberger	Geoff Knobloch	Ann Rockswold	Ronald Yates
John Fischer	Amy Knust	Brent Roeder	James Yee
Kent Fisher	Scott Kost	Mark Rogers (MPL)	Scott Zeligson
Kevin Fite	Carmen Krantz	Josh Rowley	Cameron Zent



TO: San Bernardino International Airport Authority Commission

DATE: March 25, 2026

ITEM NO: 2a

PRESENTER: Michael Burrows, Chief Executive Officer

SUBJECT: INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER'S REPORT

SUMMARY

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

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

BACKGROUND INFORMATION

None.

Attachments:

1. None



TO: San Bernardino International Airport Authority Commission

DATE: March 25, 2026

ITEM NO: 2b

PRESENTER: Michael Burrows, Chief Executive Officer

SUBJECT: INFORMATIONAL ITEMS - LEGISLATIVE UPDATE

SUMMARY

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

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

BACKGROUND INFORMATION

None.

Attachments:

1. None

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 2c</p> <p>PRESENTER: Mark Gibbs, Director of Aviation</p>
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SUBJECT: INFORMATIONAL ITEMS – REPORT ON FAA GRANTS

SUMMARY

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

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

BACKGROUND INFORMATION

None.

Attachments:

- 1. None



TO: San Bernardino International Airport Authority Commission

DATE: March 25, 2026

ITEM NO: 2d

PRESENTER: Amber Casarez, Marketing Manager

SUBJECT: INFORMATIONAL ITEMS – GREEN ENERGY ELEMENT UPDATE

SUMMARY

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

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

BACKGROUND INFORMATION

None.

Attachments:

1. None

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 3</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
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SUBJECT: REGISTER OF DEMANDS FOR FEBRUARY 2026

SUMMARY

SBIAA's Register of Demands for February 2026.

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:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

The attached Register of Demands corresponds to checks issued in the month of February 2026. The total of the register is \$5,333,034.94.

Fuel: Titan Aviation Fuels was paid \$4,017,502.91 for aviation fuel to resell at Luxivair-SBD. Merit Oil Co. was paid \$17,642.51 to operate SBIAA vehicles and for resale at Luxivair-SBD.

Utilities: Burrtec Waste Industries Inc., East Valley Water District, Frontier Communications Corporation, Granite Telecommunications, Southern California Edison, The Gas Company, Utility Telecom Group LLC, and Verizon were paid a total of \$85,886.90.

Capital Projects Cost: All American Building Services, Estate Design and Construction, Inc., and Geo Paving and Seal Coating were paid a total of \$207,153.70.

Professional Services: Aecom Technical Services Inc.; Allawos & Company; Aviatrix Communications LLC; CJMC Holdings LLC; Coffman Engineers Inc.; Eide Bailly LLP; Imagine Systems Inc.; Innovative Federal Strategies LLC; J.R. Miller & Associates Inc.; Joseph E. Bonadiman & Associates Inc.; Mirau, Edwards, Cannon, Lewin, & Tooke LLP; and Right Energy Group were paid a total of \$208,256.37.

Attachments:

1. Register of Demands for the March 25, 2026 Commission Meeting
2. VISA breakdown - February 2026

San Bernardino International Airport Authority
Register of Demands for Commission Meeting
3/25/2026

Line	Company Name	Description	AP Register
1	282 Services	Fuel truck maintenance and repairs	2,517.98
2	A.O. Reed & Co., LLC	Repairs and maintenance for HVAC system	18,773.61
3	Aecom Technical Services Inc.	Infrastructure consulting firm, design and professional services	32,333.25
4	AirCargo	Conference exhibition	3,702.85
5	Airline Transportation Specialists Inc.	Aircraft engine cowls	5,268.00
6	Airwave Communications	Annual for Avtec web portal access, maintenance, and 24/7	9,619.25
7	All American Building Services	Terminal Lactation Room & Pet Relief Area Project	53,076.50
8	Allawos & Company LLC	Consulting services for solar and green energy projects	9,187.50
9	Amazon Capital Services Inc.	Office supplies and equipment	1,812.17
10	Am-Tec Total Security Inc.	Monthly fire and burglar alarm monitoring and inspection	2,373.50
11	Amtech Elevator Services	Elevator and escalator maintenance services	1,710.00
12	Audacy Operations, LLC (Audacy Inc.)	Radio advertisement	5,594.98
13	Aviatrix Communications LLC	Passenger services marketing support and management	28,654.80
14	B&H Photo & Electronics Corp	Office equipment and accessories	5,208.05
15	Babcock Laboratories Inc.	Storm water lab analysis and testing	1,054.48
16	Belico Details LLC	Vehicle washes	2,940.00
17	Blue Violet Networks	Solar power array for temporary surveillance system at new UAS	1,182.94
18	Brian Angel	Employee reimbursement	200.00
19	BrightView Landscape Services, Inc.	Repairs and maintenance on irrigation system	2,920.02
20	Burr Roofing Co.	Roofing supplies and installation	36,825.00
21	Burrtec Waste Industries Inc.	Refuse	7,255.77
22	C & A Janitorial Services	Janitorial services	12,527.00
23	CED-Consolidated Electrical Distributors	Electrical supplies	579.86
24	Cintas Uniforms	Uniform and mat rentals	1,892.93
25	CJMC Holdings LLC	Construction and project management services for capital projects	3,200.00
26	Coffman Engineers, Inc.	Professional engineering and technical support services for	885.00
27	Dans Lawnmower Center	Parts to maintain Grounds Department's power tools	791.97
28	David Spargo	Employee reimbursement	200.00
29	Eagle Graphics LLC	Employee credit incentive for SBD online apparel store	13.00
30	East Valley Water District	Water services	217.43
31	Eide Bailly LLP	Professional audit services of IVDA financial statements	27,000.00
32	Encore Lighting Inc.	Lighting supplies	346.14
33	Estate Design and Construction, Inc.	Demolition, design, and installation of Luxivair kitchen and	11,581.95
34	Ewing Outdoor Supply (Ewing Irrigation Products Inc.)	Irrigation supplies and material	530.53
35	FedEx	Courier fees	619.57
36	Ford Credit Company	Car lease payment	1,645.45
37	Frontier Communications Corporation	Telephone services	4,099.21
38	Geo Paving and Seal Coating	Street improvements and repairs	142,495.25
39	GMSTEK LLC	Monthly fuel management and point-of-sale software subscription	3,719.93
40	Granite Telecommunications	Telephone services	4,753.02
41	Greg Hill	Employee reimbursement	288.50
42	Ham's Electric, Inc.	Electrical repairs, installation, and maintenance	6,382.76
43	Hillwood Construction Services of CA. LP	Security deposit refund	620.00
44	Imagine Systems Inc.	IT consulting services and desktop maintenance	3,068.56
45	Inland Action Inc.	Semi-annual membership dues and event sponsorships	1,956.00
46	Inland Empire Broadcasting Corp DBA KOLA-FM Radio	Radio advertisement	2,800.00
47	Inland Overhead Door	Parts and labor for hangar door repair	1,555.00
48	Inland Valley Development Agency	Professional and administrative services provided to SBIAA	477,880.13
49	Innovative Federal Strategies LLC	Federal legislative advocacy services	4,000.00
50	J.R. Miller & Associates, Inc.	Architectural and engineering design services	84,969.20
51	Jonathan Galvan	Employee reimbursement	478.13
52	Joseph E. Bonadiman & Associates Inc.	On-Call civil engineering services for SBIAA airport projects	865.00
53	K&L Hardware and Plumbing Supply Inc	Maintenance, tools, and supplies	475.92
54	Kaiser Foundation Health Plan, Inc.	Employee group benefits - medical	60,819.07

San Bernardino International Airport Authority
Register of Demands for Commission Meeting
3/25/2026

Line	Company Name	Description	AP Register
55	Lawyers Title Company	Preliminary title report	750.00
56	LegalShield	Employee benefits - legal services	527.35
57	Mackinac Software LLC	Monthly service fees for AWOS weather system	178.00
58	MediWaste Disposal, LLC	Medical waste disposal services and supplies	39.60
59	Merit Oil Company	Fuel inventory for fleet operations	17,642.51
60	Mike Bell	Employee reimbursement	288.50
61	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	6,428.06
62	Parts Authority Metro LLC	Automotive replacement parts, tools/equipment, transmissions,	3,961.50
63	Pete's Road Service Inc.	Tires for security fleet and fuel trucks	18,399.39
64	PlaneNoise Inc.	Monthly subscription to complaint box for aircraft noise complaints	1,316.13
65	PlanetBids, LLC	Annual subscription to procurement management software	8,820.00
66	RDO Equipment Co	Parts, repairs, and maintenance services for Old John Deere tractor	6,562.69
67	Right Energy Group LLC	Professional services for Green Energy Programs	7,665.00
68	Robert Curtis	Employee reimbursement	152.52
69	Robert Johnston	Employee reimbursement	288.50
70	Rosenbauer Minnesota, LLC	Fuel and ARFF truck parts and repair services	1,345.82
71	SBR Broadcasting Corp DBA KCAL-FM Radio	Radio advertisement	1,800.00
72	Southern California Edison	Electricity	60,672.84
73	Stephanie Lopez	Employee reimbursement	120.00
74	Sunwest Printing Inc.	Custom printing material and services	610.09
75	Sysco Riverside Inc.	Item restock for FBO refreshment counter	3,032.14
76	Tammie Headley	Contractor provided services to operate Leland's Cafe	1,219.00
77	The Gas Company	Gas	2,842.26
78	Titan Aviation Fuels	Jet A and Avgas fuel inventory purchases	4,017,502.91
79	U.S. Customs & Border Protection	Salary, benefits, and administration fees for airport program for	9,730.46
80	Utility Telecom Group LLC	Ethernet and phone services for Building 48	2,966.34
81	Verizon Wireless	Wireless monthly service and equipment purchases	3,080.03
82	VFS Fire & Security Services	Fire suppression contracted services of weekly, quarterly, and	10,590.00
83	Visa	Office supplies and other miscellaneous charges	49,036.14
	Total		\$ 5,333,034.94

**Visa Breakdown
February 2026
SBIAA**

Line	Description	Vendor	Dept.	Amount
1	Floral arrangements for condolences and get well	1-800 Flowers	Administration	168.54
2	Pre-employment drug test	In Exam	Administration	50.00
3	Cleaning supplies restock	Uline	Airport Maintenance	629.58
4	Beginner drone pilot training course	San Bernardino County Superintendent of Schools	Airport Operations	175.00
5	Visa application fee for Routes Americas conference in Europe	VFS Services	Aviation	80.90
6	Two-unit portable restroom trailer for Building 759 during construction of restroom improvement project	National Construction Rentals	Development & Properties	1,589.38
7	Office supplies	Lowe's	Executive Office	106.95
8	Software renewal	Dropbox Inc.	Executive Office	119.88
9	Deposit for lodging for AirCargo 2026 Conference - W.McConaughey	Omni Hotels	Marketing	365.26
10	Hospitality for Green Energy meeting	Panera Bread	Executive Office	199.00
11	Courier fees for certified mailing	USPS	Executive Office	20.96
12	Deposit for rentals in support of international trade	Party All the Time	Executive Office	50.00
13	Hospitality for Leaders in Energy meeting	BJ's Restaurant	Executive Office	89.98
14	Courier fees for product return	UPS	Facilities	16.18
15	Fuse and filter supplies for HVAC for Building 58 (Due to IVDA 56001 - D52310 - 100580)	Allied Refrigeration	Facilities	87.41
16	Conduit, brushes, and tape	The Home Depot	Facilities	641.47
17	Lights	Flight Light Inc.	Facilities	548.99
18	Board	Online Power Products	Facilities	919.05
19	Air compressor for tools	Grainger	Facilities	450.06
20	Part for localizer project	Ebay	Facilities	326.25
21	Coupling parts	The Home Depot	Facilities	57.59
22	Screws and wall mount	The Home Depot	Facilities	135.68
23	Circuit board	Elitegates.net	Facilities	612.48
24	Tiles	Kanopi	Facilities	599.95
25	Solar charger and pen lights	Harbor Freight	Facilities	110.87
26	Pipes and tools	The Home Depot	Facilities	158.69
27	Parts and tools for repairs	Lowe's	Facilities	537.95
28	Compressor for tower and Building 759	Zoro Tools Inc	Facilities	1,796.25
29	Compressor for Building 759	Zoro Tools Inc	Facilities	1,796.25
30	Hoses	Alternative Hose	Fleet	73.31
31	Lead testing kit	Snap On	Fleet	295.80
32	Mirror assembly	Westrux International	Fleet	117.36
33	Parts for repair	Pollard Water	Fleet	326.25
34	Mirror assembly	Westrux	Fleet	117.36
35	Beacon bulb for irrigation truck 22	Grainger	Fleet	47.41
36	Jumbo cable ties for restock	Uline	Fleet	198.93
37	Parts for Jetbridge #3 repair	Allied Refrigeration	Fleet	141.06
38	Tires for Ford lightning truck	Pete's Road Service	Fleet	998.80
39	Tires for Ops truck 5	Pete's Road Service	Fleet	974.88
40	Diesel exhaust fluid header for Tymco airfield sweeper	RDO Equipment Co.	Fleet	1,701.64
41	Fleet safety supplies	Aircraft Spruce	Fleet	372.29
42	Paint and supplies for painting K-Rails at new SIDA gate	The Home Depot	Grounds	753.21
43	Pesticides for spraying	Imperial Sprinkler Supply	Grounds	169.66
44	Pesticides for spraying	SiteOne Landscape	Grounds	288.12
45	Utility gloves	Uline Supplies	Grounds	145.94
46	Utility gloves	Uline Supplies	Grounds	329.74
47	Annual testing on devices	All Star Backflow	Grounds	360.00
48	Gun component for spray rig	Pro Spray	Grounds	95.70
49	Pesticide	Ewing Irrigation	Grounds	177.69
50	Straw waddle for erosion control at the GA ramp	Lowe's	Grounds	737.98
51	Drill bit extension for rotary hammer	The Home Depot	Grounds	183.79
52	Quick fit concrete for fire hydrant repair	The Home Depot	Grounds	500.22
53	Chisel replacement for rotary hammer	The Home Depot	Grounds	55.40
54	Gate repair supplies for gate #3B	Frank's Fence and Supply	Grounds	980.00
55	2026 Employment Law Update webinar	Cal Chamber	Human Resources	215.20

**Visa Breakdown
February 2026
SBIAA**

Line	Description	Vendor	Dept.	Amount
56	Microsoft Office 365 monthly subscription	Microsoft	Information Technology	680.40
57	Microsoft Teams audio monthly subscription	Microsoft	Information Technology	2.63
58	CBP TV Content	Dish Network	Information Technology	119.73
59	Website management software, \$107.98 split between servers for each agency.	CPANEL	Information Technology	53.99
60	Website management software, \$107.98 split between servers for each agency. IVDA (57331 D54000 E110)	CPANEL	Information Technology	53.99
61	Agencies' website usage charges, \$187.40 split between servers for each agency	DigitalOcean	Information Technology	93.70
62	Agencies' website usage charges, \$187.40 split between servers for each agency IVDA (57331 D54000 E110)	DigitalOcean	Information Technology	93.70
63	DNS service for .gov domains	Amazon Web Services	Information Technology	1.01
64	TV content for concourse	Sling	Information Technology	66.79
65	Subscription for cloud storage for Apple device	Apple.com	Information Technology	0.99
66	Processing fee for parking lot transactions	Windcave	Information Technology	305.00
67	Microsoft Office 365 monthly subscription	Microsoft	Information Technology	81.90
68	Website monitoring service	OH DEAR LIER	Information Technology	29.50
69	IT security training	RX USA	Information Technology	1,200.00
70	Hosted IT collaboration	Slack	Information Technology	43.75
71	Terminal background music	Soundtrack Your Brand	Information Technology	60.00
72	Microsoft Office 365 monthly subscription	Microsoft	Information Technology	660.00
73	Hospitality bar restock	Sam's Club	Luxivair-SBD	202.02
74	Fuel for crew car	Chevron	Luxivair-SBD	20.69
75	Cleaning supplies for FBO	Sam's Club	Luxivair-SBD	100.18
76	Hospitality bar restock	Sam's Club	Luxivair-SBD	198.66
77	Employee birthday	Nothing Bundt Cakes	Luxivair-SBD	46.59
78	Hospitality bar restock	Sam's Club	Luxivair-SBD	192.19
79	Employee training	National Airport Transportation Association	Luxivair-SBD	725.00
80	Radio repair	Airwave Communications Ent.	Luxivair-SBD	25.88
81	Supplies for customer shower	Target	Luxivair-SBD	48.46
82	Fuel for crew car	Chevron	Luxivair-SBD	51.60
83	Annual membership to NATA	National Airport Transportation Association	Luxivair-SBD	1,640.00
84	Fuel for crew car	Chevron	Luxivair-SBD	40.16
85	Fuel for crew car	Chevron	Luxivair-SBD	33.60
86	Cable for FBO lobby	Dish Network	Luxivair-SBD	161.37
87	Inventory for Leland's Coffee	Sam's Club	Luxivair-SBD	46.90
88	Subscription for cloud storage for Apple device	Apple	Luxivair-SBD	0.99
89	Chairs for front desk	Office Depot	Luxivair-SBD	943.91
90	Airfare for Air Cargo Conference 2026 for W.McConaughey	Southwest Airlines	Luxivair-SBD	444.55
91	Hospitality for "Bagel Day" hosted at the FBO	Stater Bros	Luxivair-SBD	78.78
92	DMV service fee for Lincoln Navigator registration renewal	DMV	Luxivair-SBD	18.06
93	Registration renewal for Lincoln Navigator	DMV	Luxivair-SBD	926.00
94	Tools for fuel farm	K & B Tools	Luxivair-SBD	50.19
95	Tools for fuel farm	This and That	Luxivair-SBD	61.29
96	Inventory for Leland's Coffee	Sam's Club	Luxivair-SBD	74.08

**Visa Breakdown
February 2026
SBIAA**

Line	Description	Vendor	Dept.	Amount
97	Airfare for Army Aviation Warfighting Summit 2026 - W.McConaughey	Southwest Airlines	Luxivair-SBD	696.96
98	Parts for FBO fuel truck 4242 window regulator	Westrux International	Luxivair-SBD	172.69
99	O-ring replacement part	Grainger	Luxivair-SBD	14.06
100	Cotter pin part	Grainger	Luxivair-SBD	34.78
101	Safety glasses and gloves	NIS Supply	Luxivair-SBD	989.73
102	O-ring replacement part	Grainger	Luxivair-SBD	22.05
103	Holiday employee lunch	Domino's Pizza	Luxivair-SBD	97.77
104	Hospitality bar restock	Sam's Club	Luxivair-SBD	200.28
105	Employee uniform	AACCE Embroidery	Luxivair-SBD	32.00
106	Propane tanks refill	Airgas	Luxivair-SBD	139.15
107	Media editing software subscription	Canva	Marketing	24.66
108	Custom branded luggage tags	4imprint	Marketing	903.20
109	Credits for downloadable images	Adobe	Marketing	49.99
110	Promotional soccer stress balls for AirCargo 2026	4imprint	Marketing	573.47
111	Banner for AirCargo 2026 Conference	Ace Displays	Marketing	617.49
112	Flags for HIFC luncheon centerpieces	Amazon	Marketing	64.56
113	Flag bases for HIFC luncheon centerpieces	Amazon	Marketing	42.50
114	Flag bases for HIFC luncheon centerpieces	Amazon	Marketing	25.50
115	Airfare for voucher Winner Lisa Ellison and companion	Breeze Airways	Marketing	676.00
116	Airfare for voucher winner Shelby Hernandez and companion	Breeze Airways	Marketing	715.98
117	Glass plaques as appreciation tokens for Cruising at Altitude sponsors	Fracture Check Out	Marketing	625.36
118	Bottled water	Costco Wholesale	Terminals	29.95
119	Bottled water	Costco Wholesale	Terminals	29.95
120	Capacitor	Allied Refrigeration	Terminals	19.46
121	Tools and supplies for facilities	Lowe's	Terminals	64.43
122	Tools and supplies for facilities	Lowe's	Terminals	185.78
123	Meals for FAA Conference travel - M. Gibbs	The Kitchen	Aviation	29.94
124	Fuel for FAA Conference travel - M. Gibbs	Texaco	Aviation	40.81
125	Meals for FAA Conference travel - M. Gibbs	Whip Taco	Aviation	32.88
126	Registration for Routes Americas conference - M. Gibbs	UBM Informa	Aviation	2,150.00
127	Airfare for Routes Americas conference - M. Burrows	United Airlines	Executive Office	1,149.73
128	Registration for Routes Americas conference - M. Burrows	UBM Informa	Executive Office	2,150.00
129	Lodging for AAAE conference - M. Burrows	Fairmont Orchid	Executive Office	1,604.66
130	AAAE hospitality dinner - M. Burrows	Lava Lava	Executive Office	169.79
131	Outbound airfare for Air Cargo Conference 2026 - A. Casarez	Southwest Airlines	Marketing	299.28
132	Deposit for lodging for AirCargo 2026 Conference - W. McConaughey	Omni Hotels	Marketing	370.99
133	Inbound airfare for AirCargo Conference 2026 - A. Casarez	Southwest Airlines	Marketing	313.79
134	Registration for ISC West security conference - M. Datillo	ISC West	Security	1,200.00
				49,036.14
	VISA Statement Balance			49,036.14
	Date Prepared: 02/17/2026			

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 4</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
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SUBJECT: RECEIVE AND FILE TREASURER'S REPORT FOR JANUARY 31, 2026 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 January 31, 2026 for the San Bernardino International Airport Authority (SBIAA).

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

Attached is the Treasurer's Report for January 31, 2026, for the San Bernardino International Airport Authority. The total book value of cash accounts is \$5,023,790.49 on January 31, 2026. Bank statements reflect \$5,400,102.05. The difference between the two numbers is related to the outstanding checks, the deposits in transit, and other items January 31, 2026.

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

Attachments:

1. Treasurer's Report for January 31, 2026

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
Treasurer Report
January 31, 2026

<u>Cash</u>	Balance 12/31/25	Activities	Balance 01/31/26
<i>Checking Account - Wells Fargo Bank</i>	\$ 4,441,186.91	\$ (1,426,143.97)	\$ 3,015,042.94
Deposits In Transit:			
Beginning	85,827.80	(85,827.80)	-
Ending	-	60.00	60.00
Outstanding Checks:			
Beginning	(173,973.87)	173,973.87	-
Ending		(376,371.56)	(376,371.56)
<i>Premium Money Market Account - Wells Fargo Bank</i>	800,321.05	326.34	800,647.39
Deposits In Transit:			
Beginning			
Ending			
<i>Payroll Account - Wells Fargo Bank</i>	4,064.30	(4,064.30)	-
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
Subtotal	5,157,426.19	(1,718,047.42)	3,439,378.77
<u>Investments</u>			
<i>Local Agency Investment Funds</i>	360,617.36	3,813.04	364,430.40
Deposits In Transit:			
Beginning			
Ending			
Subtotal	360,617.36	3,813.04	364,430.40
<u>Investments Held With Fiscal Agent</u>			
Debt Service Fund-US Bank-2021A series	443,904.52	104,082.95	547,987.47
Reserve Fund- US Bank 2021A series	541,361.40	1,569.35	542,930.75
Debt Service Fund-US Bank-2021B series	43,945.73	16,447.43	60,393.16
Reserve Fund -US Bank-2021B series	68,471.45	198.49	68,669.94
Subtotal	1,097,683.10	122,298.22	1,219,981.32
Total Cash and Investments	\$ 6,615,726.65	(1,591,936.16)	\$ 5,023,790.49

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>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 5</p> <p>PRESENTER: Mark Gibbs, Director of Aviation</p>
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SUBJECT: APPROVE A 48-MONTH LEASE AGREEMENT FOR A 2026 LINCOLN CORSAIR WITH SOUTH BAY FORD, INC. IN AN AMOUNT NOT TO EXCEED \$44,114

SUMMARY

Recognized as Southern California’s Premier FBO, Luxivair SBD provides amenities that align with the standards of a luxury brand, including courtesy crew vehicles. The courtesy vehicles are used in transporting flight crews and luggage to nearby destinations. By leasing these vehicles, the FBO maintains the flexibility to upgrade regularly and ensure our fleet remains modern and reflective of the brand identity. Staff solicited quotes from three (3) dealerships, of which South Bay Ford's came in at \$41,114 over a four (4)-year lease period, not including applicable taxes.

RECOMMENDED ACTION(S)

Approve a 48-month lease agreement for a 2026 Lincoln Corsair in an amount not to exceed \$44,114; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. Funding for this operating lease was included in the approved San Bernardino International Airport Authority (SBIAA) Fiscal Year 25-26 Budget, Budget Class 63 - Capital Outlay- Right to Use Leases.

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

BACKGROUND INFORMATION

Luxivair SBD is recognized as Southern California's Premier FBO by flight crews and private passengers throughout the region and country. Providing well-maintained vehicles is an important part in delivering a consistent experience for our clientele.

Our current fleet includes a 2015 Volkswagen Passat, 2021 Lincoln Aviator, and a 2024 Lincoln Navigator. The Volkswagen Passat no longer aligns with the image and reliability standards we aim to maintain. The proposed lease would replace the Passat with a modern vehicle. Upon replacement, the Passat will be sold via govdeals.com

Staff solicited quotes from three (3) vendors. South Bay Ford Inc was responsive and has the inventory. They based the lease amount of \$44,114 over a four-year term on a vehicle value of \$64,7374.43, with \$2,500 due at signing and monthly recurring lease payments of \$793.00 plus sales tax during the 48-month lease, for a total amount not to exceed of \$40,564.00 plus sales tax over the lease term with an estimated residual value at lease end of \$35,226.

Payment	Amount	Sales Tax	Total
Down	\$ 2,500.00	\$ 218.75	\$ 2,718.75
Monthly	38,064.00	3,330.60	41,394.60
Total	\$ 40,564.00	\$ 3,549.35	\$ 44,113.35

Staff recommends the SBIAA Commission approve the above recommended action.

Attachments:

1. Quote Summary
2. South Bay Ford, Inc.
3. Ford Pro
4. Palm Springs Motors

QUOTE SUMMARY SHEET

Agency: SBIAA
 Requester Name: Susie Garcia
 Date: 3/13/2026
 Requesting Division: FBO
 Attachments (List): South Bay Ford, PS Motors, Ford Pro
 Description of project/reason for PR: Crew Car

				South Bay Ford Lincoln				Palm Springs Motors				Ford Pro			
DESCRIPTION	BRAND/ITEM SPECS OR EQUIVALENT	QTY	UOM	PRICE	SUB-TOTAL	SALES TAX	S&H	PRICE	SUB-TOTAL	SALES TAX	S&H	PRICE	SUB-TOTAL	SALES TAX	S&H
Grand Touring	2026 Corsiar	1	ea	\$64,737.41				Dealership was not able to locate a Corsair				No Response			
	Down			\$2,500.00											
GRAND TOTALS:							\$67,237.41				N/A				N/A

SELECTED VENDOR: VENDOR 1

JUSTIFICATION FOR SELECTED VENDOR:	VENDOR INFORMATION:	
<input type="checkbox"/> Lowest overall price	Vendor 1 Company Name:	South Bay Ford Lincoln
<input type="checkbox"/> Only vendor that can meet deadline	Address:	5100 Rosecrans Ave, Hawthorne, CA 90250
<input checked="" type="checkbox"/> Only responsive vendor	Contact information:	(310)584-7641
<input checked="" type="checkbox"/> Only vendor that carries item(s) needed or equivalent of	Vendor 2 Company Name:	Palm Springs Motors
Form of communication used to obtain quotes/pricing: email/website	Address:	69200 CA-111, Cathedral City, CA 92234
	Contact information:	(760)328-2102
	Vendor 3 Company Name:	Ford Pro
	Address:	Web Based
	Contact information:	1(800)343-5338



Date: 2/18/2026
 Salesperson: Kevin Mayowa
 Manager: Vahag Taymizyan
 Customer ID #: 245076

FOR INTERNAL USE ONLY

BUSINESS NAME SAN BERNARDINO INTNL AIRPORT AUTHOR Home Phone : _____
CONTACT _____
1601 E 3RD ST SUITE 100
 Address : SAN BERNARDINO, CA 92408 Work Phone : _____
SAN BERNARDINO CO
 E-Mail : _____ Cell Phone : (909) 382-6068

VEHICLE
 Stock # : _____ New / Used : **New** VIN : 5LMTJ5DZ6TUL10319 Mileage: _____
 Vehicle : 2026 Lincoln Corsair Color : _____
 Type : Grand Touring 4dr All-Wheel Drive

Lease Payments	<i>Estimated</i>	
Cash Down	2,500	<i>Residual</i>
48 Months	793	35,226
<i>Annual Mileage Allowed: 10,500</i>		

Market Value	<u>69,070.00</u>
Total Discount	<u>1,000.00</u>
Rebate	<u>5,500.00</u>
Adjusted Price	<u>62,570.00</u>
Doc Fee	<u>85.00</u>
Tax	<u>561.68</u>
Non Tax Fees	<u>1,520.75</u>
Balance	<u>64,737.43</u>



Marlin Martinez
Assistant Manager
mmartinez@luxivairsbd.com
295. N Leland Norton Way
San Bernardino CA 92408
(909) 382-6068

From: Marlin Martinez <mmartinez@luxivairsbd.com>
Sent: Monday, January 26, 2026 4:52 PM
To: rkeithle@ford.com <rkeithle@ford.com>
Subject: 2026 Corsair Fully Loaded

Hello,

Hope all is well, we are looking for a 2026 Lincoln Corsair to add to our fleet.

We need the vehicle to be in a grey color, this will be lease for 4-year. Is this something that you Could accommodate.

Thank you,



Marlin Martinez
Assistant Manager
mmartinez@luxivairsbd.com
295. N Leland Norton Way
San Bernardino CA 92408
(909) 382-6068

Susie Garcia

From: Marlin Martinez
Sent: Wednesday, January 28, 2026 3:14 PM
To: Susie Garcia
Subject: 2026 Corsair Fully Loaded - Second quote

Hello Susie,

I sent a follow up email to the below vendor for a 2026 Corsair,

I have not received a response just yet.



Marlin Martinez
Assistant Manager
mmartinez@luxivairsbd.com
295. N Leland Norton Way
San Bernardino CA 92408
(909) 382-6068

From: Marlin Martinez <mmartinez@luxivairsbd.com>
Sent: Wednesday, January 28, 2026 3:11 PM
To: rkeithle@ford.com <rkeithle@ford.com>
Subject: Re: 2026 Corsair Fully Loaded

Hello,

Following up on my previous email for the 2026 Corsair

Thank you.

Susie Garcia

From: Greg Hartshorne <ghartshorne@palmspringsmotors.com>
Sent: Thursday, March 12, 2026 11:03 AM
To: Marlin Martinez; Susie Garcia
Cc: Raul Avila
Subject: Re: 2025 Lincoln Corsair PSLincoln

Marline, unfortunately there are no more grey Grand touring III on the market.. Anywhere in that color combo. I checked the whole west coast... 7 states. Please let me know if another color will work.

Greg

Greg Hartshorne

Commercial Fleet Manager
Palm Springs Motors
ghartshorne@palmspringsmotors.com

360.921.1882 cell



From: Marlin Martinez <mmartinez@luxivairsbd.com>
Sent: Thursday, March 12, 2026 10:59 AM
To: Greg Hartshorne <ghartshorne@palmspringsmotors.com>; Susie Garcia <sgarcia@luxivairsbd.com>
Cc: Raul Avila <ravila@palmspringsmotors.com>
Subject: Re: 2025 Lincoln Corsair PSLincoln

Thank you. I appreciate that.



Marlin Martinez
Assistant Manager
mmartinez@luxivairsbd.com
295. N Leland Norton Way
San Bernardino CA 92408
(909) 382-6068

From: Greg Hartshorne <ghartshorne@palmspringsmotors.com>
Sent: Thursday, March 12, 2026 10:58 AM
To: Marlin Martinez <mmartinez@luxivairsbd.com>; Susie Garcia <sgarcia@luxivairsbd.com>
Cc: Raul Avila <ravila@palmspringsmotors.com>
Subject: Re: 2025 Lincoln Corsair PSLincoln

Marline, I will see what we can do... I will be honest, the biggest challenge we have is a shortage of Corsair's out there. I will see if it is available... if it is, I will send you an updated quote. Will let you know asap.

Greg

Greg Hartshorne

Commercial Fleet Manager
Palm Springs Motors
ghartshorne@palmspringsmotors.com

360.921.1882 cell



From: Marlin Martinez <mmartinez@luxivairsbd.com>
Sent: Thursday, March 12, 2026 10:55 AM
To: Greg Hartshorne <ghartshorne@palmspringsmotors.com>; Susie Garcia <sgarcia@luxivairsbd.com>
Cc: Raul Avila <ravila@palmspringsmotors.com>
Subject: Re: 2025 Lincoln Corsair PSLincoln

Hello Raul,

We are prepping our paperwork to go to the board for the corsair, we notice that the quote you sent over was not for 48-month lease, its for 36-month lease. Can you please send it over asap. Again, this is for the 2026 Corsair III .

Thank you.

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 6</p> <p>PRESENTER: Michael Burrows, Chief Executive Officer</p>
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SUBJECT: AUTHORIZE STAFF TO ADVERTISE A REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES FOR THE SBD ABOVE AND BEYOND PROJECT

SUMMARY

Approval of this item would authorize staff to advertise a Request for Qualifications for the SBD Above and Beyond Project. The Request for Qualifications provides an invitation for developer and contractor teams to submit qualifications to participate in delivering design-build services for the SBD Above and Beyond Project.

RECOMMENDED ACTION(S)

Authorize staff to advertise a Request for Qualifications for the SBD Above and Beyond Project in accordance with the agency's policies and procedures.

FISCAL IMPACT

None. Funding for services is included in the approved San Bernardino International Airport Authority (SBIAA) Fiscal Year 2025-2026 Budget in Budget Class 63 – Capital Improvements and Budget Class 57 – Other Expenses.

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

BACKGROUND INFORMATION

The SBD Above and Beyond Project expands the International Arrivals Facility by constructing a building addition to accommodate new restaurant, retail, and service amenities. With preliminary design plans by JR Miller and Associates, Inc. now 75% complete, the project is prepared to transition to the next phase. To proceed further with the project, a formal Request for Qualifications (RFQ) needs to be issued. Under this RFQ, developer and contractor teams will submit qualifications to participate in delivering design-build services for the design, engineering, value engineering, development and construction of building systems and improvements to complete the SBD Above and Beyond Project.

Approval of the above recommended action will provide the necessary authorization to allow staff to issue an RFQ to firms that specialize in design-build services. Proposals received from this RFQ solicitation will be evaluated, with the most qualified firm to be selected and presented to the SBIAA Commission for consideration and approval at a future meeting.

Staff recommends the Commission approve the above recommended action.

Attachments:

1. Form of Draft Request for Qualifications
2. Conceptual Design Plan excerpts



San Bernardino International Airport Authority
1601 East Third Street, Suite 100
San Bernardino, CA 92408

Request for Qualifications for
Design Build Services
SBD Above & Beyond Project

1. INTRODUCTION

The San Bernardino International Airport Authority (SBIAA) (a joint powers authority comprised of the County of San Bernardino and the cities of Colton, Highland, Loma Linda, and San Bernardino) is issuing a Request for Qualifications (RFQ) to solicit responses from qualified developer, broker and contractor teams with the vision, resources and expertise to enter into a design build services agreement with the SBIAA for the buildout of the SBD Above & Beyond Project affecting a [REDACTED] square foot three story International Arrivals Facility. In recent years, the SBIAA has made substantial investments in building, hangar, and terminal improvements, parking lot and other facility upgrades to the site. This project would create a three-story addition to the existing structure, creating new landside and airside accesses to a new third-floor rooftop concessions area and amenities.

The building is located at 275 N. Leland Norton Way in San Bernardino at the San Bernardino International Airport. This facility was a ground up construction completed in 2013 including international terminal infrastructure on the first and second floors for U.S. Customs and Border Protection. The architect-of-record for the facility is JRMA. The International Arrivals Facility is wholly owned by the SBIAA (See attached Site Map).

1.1 Submission Deadline

For full consideration, response to this RFQ is due at the SBIAA's administrative office located at 1601 E. Third Street, Suite 100, San Bernardino, CA 92408 no later than **Tuesday, April 21, 2026, at 2:00 p.m.** Please submit one (1) signed original copy of the RFQ addressed to the attention of Ms. Jillian Ubaldo, Clerk of the Board. In bold lettering, mark the envelope with the following words: "RFQ for Design Build Services - SBD Above & Beyond Project"; and (b) the completed Standard Response Form attached hereto (Exhibit "A").

2. RFQ DESCRIPTION

This Request for Qualifications is to invite developer and contractor teams to submit qualifications to participate in delivering design build services for the design, engineering, value engineering, development and construction of building systems and improvements to complete the SBD Above & Beyond Project.

3. SCOPE OF SERVICES

Under the direction of the SBIAA and in close coordination and collaboration with the SBIAA and SBIAA's architect-of-record (JRMA), the selected Design-Build team shall provide comprehensive design, engineering, value engineering, and construction services for the full-scale development, and construction of building systems and improvements to deliver the SBD Above & Beyond Project. The current estimate for this work is \$100 - \$175 per square foot of space. All aspects of the project will be subject to plan check and permitting through the SBIAA and City of San Bernardino.

4. SELECTION AND AWARD SCHEDULE

The following milestones are provided for reference only. The SBIAA reserves the right to modify the dates presented herein at its own sole discretion.

Issue RFQ	March 27, 2026
Non-mandatory walk-through of facility	April 07, 2026
Deadline for Questions	April 14, 2026
Proposal due date	April 21, 2026
Optional Interviews Week of	May 04, 2026
Selection and notification Week of	May 18, 2026
Approval by Board	May 27, 2026

5. QUALIFICATION REQUIREMENTS.

The SBIAA requires the following qualifications from respondents:

- Must be properly licensed with the State of California and local regulators in the areas of expertise, including providing evidence that the members of the design-build team have completed, or demonstrated the experience, competency, capability, and capacity to complete projects of similar size, scope, or complexity, and that proposed key personnel have sufficient experience and training to competently manage and complete the design and construction of the project, and a financial statement that ensures that the design-build entity has the capacity to complete the project.
- Must possess prior experience with projects at a U.S. commercial airport(s).
- Must possess the licenses, registration, and credentials required to design and construct the project, including, but not limited to, information on the revocation or suspension of any license, credential, or registration.
- Must provide evidence that establishes that the design-build entity has the capacity to obtain all required payment and performance bonding, liability insurance, and errors and omissions insurance.
- Must provide information concerning workers' compensation experience history and a worker safety program.
- Must provide evidence of an acceptable safety record. A proposer's safety record shall be deemed acceptable if its experience modification rate for the most recent three-year period is an average of 1.00 or less, and its average total recordable injury or illness rate and

average lost work rate for the most recent three-year period does not exceed the applicable statistical standards for its business category or if the proposer is a party to an alternative dispute resolution system as provided for in Section 3201.5 of the Labor Code.

- The information required under this FRQ shall be certified under penalty of perjury by the design-build entity and its general partners or joint venture members, as applicable.
- A design-build entity shall not be prequalified or short-listed unless the entity provides an enforceable commitment to the SBIAA that the entity and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades, in accordance with applicable law under the State of California, specifically Chapter 2.9 (commencing with Section 2600) of Part 1 of the [REDACTED]).
- Must complete the Conflict of Interest Form, attached hereto as Exhibit “B” as part of its submission.
- Be able to provide past project references and examples of completion of similarly scaled and sized commercial office tenant improvement design build projects in the region.

6. SELECTION PROCESS

A Selection Committee designated by the SBIAA will evaluate the RFQs. The selection committee may short-list RFQs after the initial evaluation and interviews will be scheduled thereafter.

7. PRE-SUBMITTAL ACTIVITIES

7.1. Questions Concerning RFQ – In order to control the dissemination of information regarding this RFQ, organizations interested in submitting an RFQ shall not make personal contact with any member of the SBIAA staff members other than Jeff Barrow. Questions regarding this RFQ shall be submitted no later than **Tuesday, April 14, 2026, at 2:00 p.m.** All questions must be directed via e-mail to the individual listed below:

Mr. Jeff Barrow, Director of Development
San Bernardino International Airport Authority
1601 E. Third Street, Suite 100
San Bernardino, CA 92408
(909) 382-4100, Ext. 810
Fax: (909) 382-4106
Email: jbarrow@sbdairport.com

7.2 Non-mandatory facility walk-through – A non-mandatory walk-through will be held on **Tuesday, April 07, 2026, at 10:00 a.m.** local time beginning at the main entrance at 275 N. Leland Norton Way, San Bernardino, CA 92408. All respondents to this RFQ are encouraged to attend the walk-through.

7.3 Revision to the Request for Statement of Qualifications. The SBIAA reserves the right to revise this RFQ. Revisions, in the form of an Addendum to this RFQ will be posted on the SBIAA website at www.SBIAAjpa.org/business-opportunities. It is the sole responsibility

of interested parties to check the website regularly for updates related to this RFQ. No information or addendums will be sent directly to any interested parties.

8. SPECIAL CONDITIONS

General – The SBIAA reserves the right to cancel, in part or in its entirety, this RFQ including but not limited to, selection schedule, submittal date, and submittal requirements. If the SBIAA cancels or revises this RFQ, it will be posted on the SBIAA website. The SBIAA reserves the right to interview and request additional information and clarifications from any responders to this RFQ. Selection announcements, contract awards, and all data provided by the SBIAA shall be protected from public disclosure.

9. ATTACHMENTS TO THIS RFQ

- Exhibit A: Standard Response Form
- Exhibit B: Conflict of Interest Form
- Exhibit C: Site Map and Design Drawings
- Exhibit D: Scope of Services

DRAFT

Exhibit "A"
STANDARD RESPONSE FORM

DRAFT

Exhibit "A" – STANDARD RESPONSE FORM

Project: RFQ for Design Build Services – SBD Above & Beyond Project

Instructions to Proposer: This form must be completed in its entirety and included in the envelope marked: "RFQ for Design Build Services – SBD Above & Beyond Project". All information provided herein is certified under penalty of perjury.

SECTION 1: ENTITY IDENTIFICATION AND OWNERSHIP

In accordance with Public Contract Code requirements for privately held entities:

Entity Legal Name	Business Type (Corp, LLC, JV, etc.)

Organizational Documents: If the design-build entity is a corporation, limited liability company, partnership, joint venture, or other legal entity, provide a copy of the filed organizational document (e.g., Secretary of State filing) as **Attachment A**.

Initial to confirm attachment is included: _____

List of Owners/Members: *Provide a listing of all shareholders, partners, or members known at the time of this submission who will perform work on the project.*

- 1. **Name:** _____ **Role:** _____
- 2. **Name:** _____ **Role:** _____
- 3. **Name:** _____ **Role:** _____

SECTION 2: LICENSING AND CREDENTIALS

- **Primary Contractor License No:** _____ **Class:** _____ **Exp:** _____
- **Architect/Engineer of Record License No:** _____ **Exp:** _____
- **Has any license held by the entity or its members been revoked or suspended within the last five (5) years?**

 NO
 YES (If yes, attach a detailed explanation as **Attachment B**).

SECTION 3: SAFETY RECORD AND WORKERS' COMPENSATION

Experience Modification Rate (EMR): * Year 1: _____ | Year 2: _____ | Year 3: _____ |

3-Year Average: _____

- Requirement: Average must be ≤ 1.00 to be deemed "Acceptable."

SECTION 4: SKILLED AND TRAINED WORKFORCE COMMITMENT

Statement of Enforceable Commitment: The undersigned Design-Build Entity hereby provides an enforceable commitment to the Local Agency that the entity and its subcontractors at every tier will use a **skilled and trained workforce** to perform all work on the project that falls within an apprenticeable occupation in the building and construction trades, in accordance with Chapter 2.9 (commencing with Section 2600) of Part 1 of the Public Contract Code.

Signature of Authorized Representative: _____

SECTION 5. FINANCIAL, BONDING, AND EXPERIENCE CAPACITY

- Surety Company: _____
- Single Project Bonding Capacity: \$ _____
- Aggregate Bonding Capacity: \$ _____

Financial and Experience Requirements:

1. **Financial Statement (Attachment C):** Provide a financial statement that ensures the design-build entity has the capacity to complete the project.
2. **Project Experience (Attachment D):** Provide a list of prior projects demonstrating that the design-build team has the experience, competency, capability, and capacity to complete projects of similar size, scope, or complexity.
3. **Key Personnel (Attachment E):** Provide information demonstrating that proposed key personnel have sufficient experience and training to competently manage and complete the design and construction of the project.

SECTION 6: CERTIFICATION (PENALTY OF PERJURY)

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

- **Signature:** _____
- **Title:** _____
- **Date:** _____

DRAFT

Required Attachments Checklist

Initial	Attachment	Description	Section Reference
_____	A	Organizational Documents: Copy of filed Secretary of State filings (Corp, LLC, JV, etc.).	Section 1
_____	B	License Explanation: Detailed explanation if any license was revoked/suspended in the last 5 years (If Applicable)	Section 2
*If Applicable			
_____	C	Financial Statement: Document ensuring the entity has the capacity to complete the project.	Section 5
_____	D	Project Experience List: Evidence of projects of similar size, scope, or complexity.	Section 5
_____	E	Key Personnel Qualifications: Resumes or bios showing sufficient experience and training.	Section 5

Exhibit "B"
CONFLICT OF INTEREST FORM

DRAFT

Exhibit "C"
SITE MAP & DESIGN DRAWINGS

DRAFT

Exhibit "D"
SCOPE OF SERVICES

DRAFT

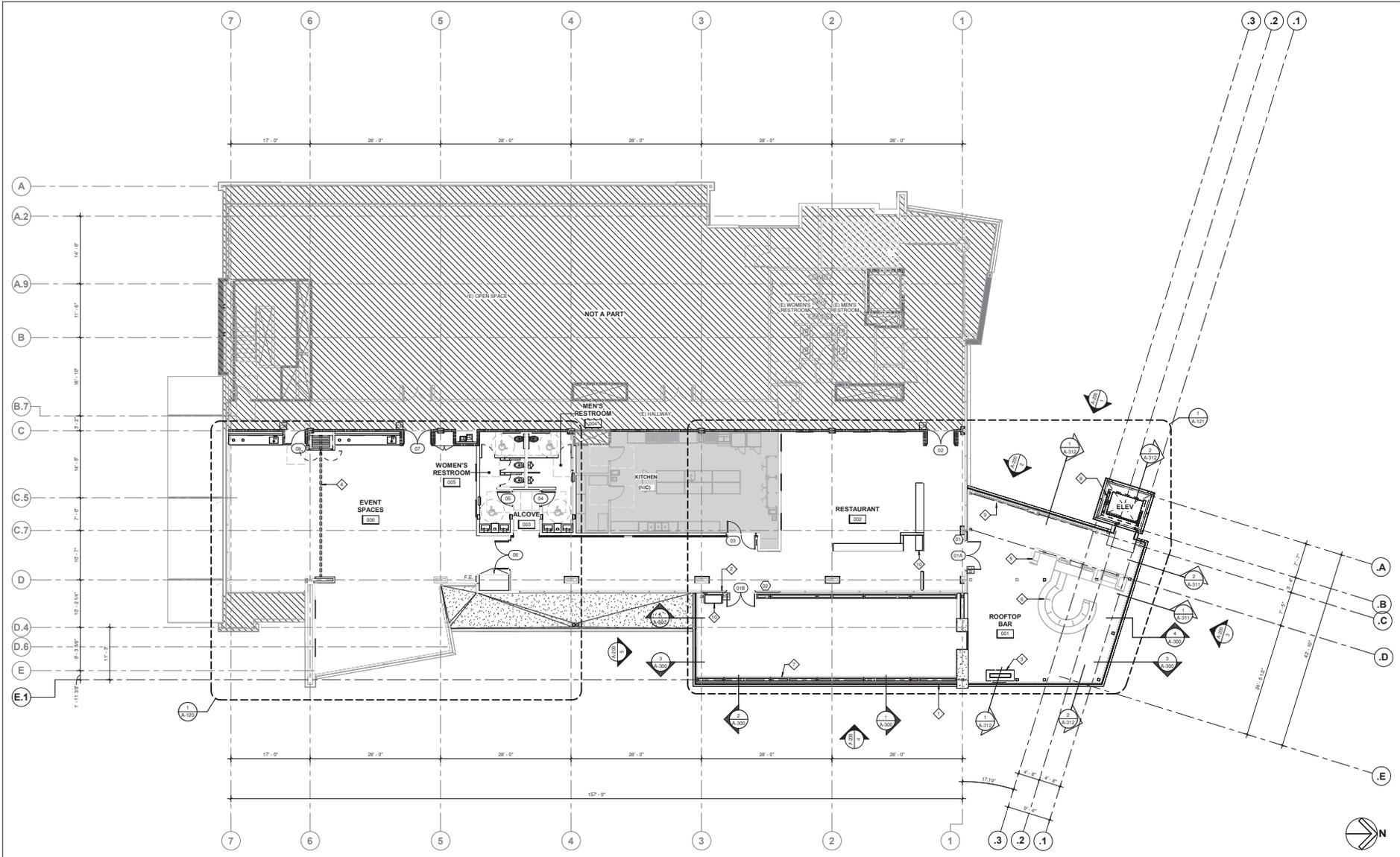
Project Revision	
A	10% RFP BID SET 03.13.2025
B	75% RFP BID SET 03.13.2025

PROPOSED ROOFTOP BAR AND RESTAURANT FOR:

SAN BERNARDINO INT'L AIRPORT AUTHORITY
275 N. LELAND NORTON WAY,
SAN BERNARDINO, CA 92408

PRELIMINARY
NOT FOR
CONSTRUCTION

JRMA & ASSOCIATED ENGINEERS ARCHITECTS
LAWYERS AND CONSULTING ENGINEERS
REGISTERED ARCHITECTS AND REGISTERED ENGINEERS
INCLUDING EXPLODED COLOUR AND SPECIFICATIONS



THIRD FLOOR PLAN SCALE 1/8" = 1'-0" **1**

NOTES

- A. PROVIDE 5/8" WATER RESISTANT "GREENBOARD" GYPSUM BOARD AT RESTROOM LOCATIONS AND WITHIN 4' OF ALL OTHER PLUMBING FIXTURES WITH THE EXCEPTION OF SHOWER WALLS. PROVIDE CEMENT BOARD AT ALL SHOWER WALL LOCATIONS.
- B. REF EXTERIOR ELEVATIONS FOR MATERIAL AND FINISH CALLOUTS
- C. REF INTERIOR ELEVATION SHEETS FOR ENLARGED VIEWS, CASEWORK & COUNTERTOP MATERIALS & FINISHES, TOILET ACCESSORIES, AND ACCESSIBILITY INFO.
- D. REFER TO PLUMBING DWGS FOR SPECIFIC FIXTURE INFO
- E. REFER TO "AC" SHEETS FOR ACCESSIBILITY REQUIREMENTS
- F. ALL FURNISHINGS TO BE PROVIDED BY OWNER/ TENANT

LEGEND

- ROOM NAME**
- [101] ROOM NAME & NUMBER - REF FINISH SCHEDULE
 - [◇] KEYNOTE CALLOUT - REF THIS SHEET
 - [DOOR] DOOR NUMBER - REF DOOR SCHEDULE
 - [W] WINDOW/ GLAZING SYSTEM NUMBER - REF WINDOW SCHEDULE
 - [WALL] WALL TYPE - REF WALL TYPE LEGEND
 - [1 HR] 1 HR FIRE RATED WALL - REF WALL TYPE LEGEND
 - [EXIST] EXISTING TO REMAIN
 - [NOT IN SCOPE] NOT IN SCOPE

KEYNOTES

- 1 GUARDRAIL AT PARAPET TO MATCH EXISTING
- 2 ALUMINUM-FRAMED STONEFRONT
- 3 MANUFACTURED OUTDOOR FIRE TABLE BY ATMOSPHERE THERMOS
- 4 ACOUSTIC OPERABLE PARTITION 100K-WALL 300S, CLOSURE TYPE, STEEL FRAME/STEEL AND ACOUSTIC SUBSTRATE / TRIMLESS BRONZE / STANDARD VINYL
- 5 CUSTOM MILLWORK BAR, OFCI
- 6 CUSTOM COUNTER BAR COUNTER, OFCI
- 7 PLANTER BOX
- 8 OTIS GENI EDGE ELEVATOR, ELEVATOR CAB FINISH TO BE #4 BRUSHED STAINLESS STEEL, 24-36 ROLLING HORIZONTAL ON THREE SIDES, FLUSH MOUNTED CEILING WITH 4-LED LIGHT CEILING FINISH TO BE STAINLESS STEEL, FLOOR FINISH TO BE PORCELAIN T.I.E. TBD
- 9 DECORATIVE WOODEN SLATS BY STRUCTURE (DEFER SUBMITTAL)
- 10 CUSTOM DESIGNED HOST STAND

THIRD FLOOR PLAN

DATE: 03/13/25
DWG: [Signature]
AS NOTED
SCALE: [Signature]
JOB: JRMA Project No. 6194

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 7</p> <p>PRESENTER: Jillian Ubaldo, Assistant Secretary of the Commission</p>
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SUBJECT: APPROVE MEETING MINUTES: FEBRUARY 25, 2026

SUMMARY

Submitted for consideration and approval by the San Bernardino International Airport Authority (SBIAA) Commission: Meeting minutes of the regular meeting held Wednesday, February 25, 2026.

RECOMMENDED ACTION(S)

Approve meeting minutes of the regular meeting held February 25, 2026.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

None.

Attachments:

1. February 25, 2026 regular meeting minutes

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

REGULAR MEETING COMMISSION ACTIONS

WEDNESDAY, FEBRUARY 25, 2026

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	Present
Councilmember John Echevarria (alt)	Present (In Audience)

City of Loma Linda

Councilmember Rhodes Rigsby	Present
Mayor Phillip Dupper (alt)	Absent

County of San Bernardino

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

City of San Bernardino

Councilmember Kim Knaus	Present (Arrived at 5:08 pm)
Councilmember Theodore Sanchez, Secretary	Present
Councilmember Fred Shorett (alt)	Absent

City of Highland

Mayor Penny Lilburn, President	Present
Mayor Pro Tem Jimmy Saldana (alt)	Present (In Audience)

Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Jillian Ubaldo, Assistant Secretary of the Commission
Mark Gibbs, Director of Aviation	Jonathan Galvan, Airport Manager
Jeff Barrow, Director of Development	Nidia Rivera, Human Resources Manager
Mark Cousineau, Director of Finance	Scott Huber, Legal Counsel, Cole Huber LLP

The Regular Meeting of the San Bernardino International Airport Authority was called to order by President Penny Lilburn at approximately 5:00 p.m. on Wednesday, February 25, 2026.

A. CALL TO ORDER / ROLL CALL

Roll call was duly noted and recorded by voice.

Members of the Commission and staff joined Councilmember Theodore Sanchez in the Pledge of Allegiance.

B. CLOSED SESSION PUBLIC COMMENT

There were no closed session public comment.

C. CLOSED SESSION

President Penny Lilburn 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. Pending Litigation – Pursuant to Gov. Code 54956.9(a), the Commission will meet with the Chief Executive Officer and General Counsel related to pending litigation: Lee v. San Bernardino International Airport Authority, et al., San Bernardino County Superior Court, Case No. CIVSB2417207
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Betty Lui, Transportation Security Administration (TSA)
- c. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 2235 East Perimeter Road, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Kevin Horan, SBRETC
- d. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 275 N. Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, SBIAA Chief Executive Officer and Mike Allen, Executive Vice President, Bulk Fuel Sales, Titan Aviation Fuels

D. REPORT ON CLOSED SESSION

President Penny Lilburn reconvened the meeting at 5:50 p.m. President Penny Lilburn asked Mr. Scott Huber, legal Counsel, Cole Huber, LLP, if there were any reportable items Mr. Huber reported that Supervisor Baca recused himself and was not present during discussion of Closed Session Agenda Item No. C. There was no further direction to report.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. **CONFLICT OF INTEREST DISCLOSURE**

1. President Penny Lilburn 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 FAA Emergency Tabletop
 - c. Alternative Work Week Update
- 2a. Mr. Michael Burrows, Chief Executive Officer, reported on the agency's responsibility as successor in interest to the U.S. Air Force for a reach of the City Creek Bypass Channel between Victoria and Sterling Avenues within the Flood Control District. The channel, located on airport property, is regulated by the Santa Ana Regional Water Quality Control Board. He noted the channel has sustained natural damage and requires repairs. A durable design has been prepared to ensure long-term sustainability if federal funding becomes available, with an estimated cost of \$3.1 million. Letters of support have been requested from local city managers, with submissions received from the City of Highland, Supervisor Joe Baca, Jr., and the Yuhaaviatam San Manuel Band of Mission Indians.

Supervisor Joe Baca, Jr., inquired about the age of the design due to potential changes in design standards and whether a request would be forwarded under the Water Resources Development Act (WRDA).

Mr. Burrows noted that the design is approximately four years old and that the agency is pursuing potential federal funding through WRDA, the U.S. Department of the Interior, and HUD. He added that the U.S. Army Corps of Engineers does not have jurisdiction, as the waterway is not federally designated, and that the design could be modified if needed to meet updated standards.

Mr. Burrows shared that, at the prior Finance and Budget Committee meeting, the Foreign Trade Zone (FTZ) was discussed. IVDA, which has held an FTZ designation through the Port of Long Beach since 1996, has submitted a request to reallocate a portion of the FTZ acreage. The reallocation would include the Fixed Base Operator (FBO) to permit international fuel sales without federal excise taxes.

President Penny Lilburn inquired whether there were any potential disadvantages to the agency being included in the Foreign Trade Zone (FTZ) and what steps would be required for the Fixed Base Operator (FBO) to become part of the FTZ.

Mr. Burrows noted that there were no significant disadvantages. He explained that the FTZ is not a real estate transaction but rather an opportunity zone designated within cities or

February 25, 2026

counties, which allows greater flexibility for imports and exports. He further noted that, as a designee under the Port of Long Beach, the agency’s inclusion in the FTZ could be processed within approximately 30 days, provided that the required equipment is installed.

Mr. Burrows introduced Ms. Jillian Ubaldo, Assistant Secretary of the Commission, who, at the direction of President Penny Lilburn, provided a brief report on updates to the SBIAA website. The updates pertain specifically to the Commission Member Information page and are intended to align with member preferences, including the addition of direct links to each Commission member and their respective municipality for public access. Ms. Ubaldo then opened the item for direction from the Commission and noted that members may send their individual preferences directly to her.

Mr. Burrows noted that a line-item budget report and a list of consultant services with scopes of work were provided at the dais for Commission Members’ review.

Mr. Scott Huber, Legal Counsel, Cole Huber LLP, noted that a copy of the Brown Act was provided at the dais in compliance with SB 707.

- 2b. Mr. Jonathan Galvan, Airport Manager, provided a brief report on the annual FAA-mandated tabletop emergency exercise. He noted that mutual aid stakeholders participated and that attendance was excellent.

President Penny Lilburn inquired as to which mutual aid stakeholders participated.

Mr. Galvan noted that participants included CalOES, San Bernardino County Fire, San Bernardino Police Department, TSA, FAA, CBP, and Loma Linda Hospital.

- 2c. Ms. Nidia Rivera, Human Resources Manager, provided an update regarding revisions to the Policies and Procedures Manual due to the recent transition to Paycom. She reported that the alternative workweek schedule has been updated to ensure compliance, a new policy establishing a 90-day probationary period has been implemented, and board notification procedures have been revised to minimize the number of notifications sent to Board Members.

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 January 2026
- 4. Receive and file Treasurer's Report for December 31, 2025, for the San Bernardino International Airport Authority (SBIAA)
- 5. Authorize staff to advertise the General Aviation Ramp (Phase II) Project
- 6. Authorize staff to advertise the Inter-Terminal Walkway Project
- 7. Authorize staff to advertise for design/build services to replace three existing Jetway Passenger Boarding Bridges (PBBs) with modern PBBs at the San Bernardino International Airport domestic terminal.
- 8. Approve Meeting Minutes: January 28, 2026

February 25, 2026

Supervisor Joe Baca Jr., noted that Item No. 6 included a \$150,000 commitment from the County of San Bernardino and an additional \$250,000 for the following fiscal year, and thanked colleagues and staff for their commitment to continued improvements and partnerships.

Mr. Michael Burrows, Chief Executive Officer, thanked Supervisor Baca for his continued support.

ACTION: Approve Agenda Item Nos. 3–8

RESULT:	ADOPTED [UNANIMOUSLY]
MOTION/SECOND:	Rigsby / Navarro
AYES:	Lilburn, Baca, Sanchez, Navarro, Rigsby, and Knaus
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

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

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

- 9. Approve Change Order No. 1 with All American Building Services for \$12,390.79 for a total contract amount of \$156,440.79 for additional work related to the Terminal Lactation and Pet Relief Area Project; approve the filing of a Notice of Completion for this contract and authorize the release of retained funds

Mr. Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 9.

ACTION: Approve Change Order No. 1 with All American Building Services for an amount not to exceed \$12,390.79 for a total contract amount of \$156,440.79 for additional work related to the Terminal Lactation and Pet Relief Area Project; approve the filing of a Notice of Completion and authorize the release of retained funds for this contract; and authorize the Chief Executive Officer to execute all related documents.

RESULT:	ADOPTED [UNANIMOUSLY]
MOTION/SECOND:	Baca / Knaus
AYES:	Lilburn, Baca, Sanchez, Navarro, Rigsby, and Knaus
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

- 10. Approve Change Order No. 1 with Geo Paving and Seal Coating, Inc. for \$14,500 for a total contract amount of \$164,495 for additional work related to the U Street And 103rd Street: Road Repairs Project; approve the filing of a Notice of Completion for this contract and authorize the release of retained funds

Mr. Jeff Barrow, Director of Development, shared a brief report on Agenda Item No. 10.

ACTION: Approve Change Order No. 1 with Geo Paving and Seal Coating, Inc. for an amount not to exceed \$14,500 for a total contract amount of \$164,495 for additional work related to the U Street and 103rd Street: Road Repairs Project; approve the filing of a Notice of Completion and authorize the release of retained funds for this contract; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Baca / Sanchez
AYES: Lilburn, Baca, Sanchez, Navarro, Rigsby, and Knaus
NAYS: None
ABSTENTIONS: None
ABSENT: None

- 11. Consider and Adopt Resolution No. 2026-01 of the San Bernardino International Airport Authority (SBIAA) amending its Records Retention Schedule and authorizing destruction of certain authority records

Ms. Jillian Ubaldo, Assistant Secretary of the Commission, presented a brief report on Agenda Item No. 11.

ACTION: Adopt Resolution No. 2026-01 of the San Bernardino International Airport Authority (SBIAA) amending the Records Retention Schedule and authorizing destruction of certain Agency records.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Navarro / Rigsby
AYES: Lilburn, Baca, Sanchez, Navarro, Rigsby, and Knaus
NAYS: None
ABSTENTIONS: None
ABSENT: None

- 12. Conduct Business Plan Update Workshop

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled “San Bernardino International Airport Authority (SBIAA) Business Plan Update Vol. 4”. Mr. Burrows provided an overview of Planning Process, Business Plan Structure, Aviation Business Partners, Operational Business Units, and Operational Business Units.

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

- 13. Review Status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2026

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled “June 30, 2026 – Airport Focal Areas” (as contained on pages 131-133 in the agenda packet). Mr. Burrows reported that the annual audit draft is complete and the final audit will be presented at the next meeting. He thanked staff for their work on the emergency tabletop exercise and noted his intent to poll Commission Members to schedule an airport tour.

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

J. ADDED AND DEFERRED ITEMS

There were no items to be added or deferred.

K. OPEN SESSION PUBLIC COMMENT

There were no public comments.

L. **COMMISSION MEMBER COMMENT**

President Penny Lilburn commented on the pending status of the tour with Aloft and asked if Chief Executive Officer Michael Burrows wished to update the Commission on the upcoming trip.

Mr. Michael Burrows, Chief Executive Officer, noted that Aloft will be included in the tour polling. He reported that airline industry networking events, including the longstanding partnership with Breeze, provide proprietary data managed by Mead & Hunt. The airport has participated in events such as Routes America, with the newest event held in Brazil. Mr. Burrows thanked the U.S. Commercial Service and the U.S. Embassy for enabling public comment.

A detailed report on these discussions will be shared at a future meeting.

Ms. Lilburn asked if an airline consultant would be accompanying the airport team.

Mr. Burrows noted that consultant Jeffrey Hartz of Mead & Hunt, who supports network development, would be attending.

M. **ADJOURNMENT**

There being no further business before the Commission, President Penny Lilburn declared the meeting adjourned at 6:28 p.m.

Approved at a Regular Meeting of the San Bernardino International Airport Authority on Wednesday, March 25, 2026.

Jillian Ubaldo
Assistant Secretary of the Commission

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 8</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
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SUBJECT: RECEIVE AND FILE THE ANNUAL INDEPENDENT FINANCIAL AUDIT REPORT OF THE SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY (SBIAA) FOR THE FISCAL YEAR ENDING JUNE 30, 2025

SUMMARY

The San Bernardino International Airport Authority (SBIAA) Annual Audit Report for Fiscal Year ending June 30, 2025, has been completed by Eide Bailly, LLP, an independent certified public accounting audit firm.

RECOMMENDED ACTION(S)

Receive and file the Annual Independent Audit Report of the San Bernardino International Airport Authority (SBIAA) for the Fiscal Year ending June 30, 2025; and approve the submission of these reports to the appropriate agencies.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

The San Bernardino International Airport Authority (SBIAA) annual independent financial audit for Fiscal Year ended June 30, 2025, has been completed by Eide Bailly, LLP, an independent audit and business consulting firm. Auditing standards, generally accepted in the United States, require the independent auditor to communicate significant audit findings or difficulties encountered, if any, to SBIAA's Commission in separate documents. Eide Bailly, LLP will make a brief presentation at the time of the meeting.

For the Fiscal Year ended June 30, 2025, SBIAA received an unmodified opinion, otherwise known as a "clean audit opinion" that provides the greatest level of assurance on the preparation and fair presentation of SBIAA's financial statements.

If you have any questions about this report, please contact me at (909) 382-4100 extension 141.

Attachments:

1. SBIAA Financial Statements and Independent Auditor's Report for the Fiscal Year Ended June 30, 2025

Financial Statements
June 30, 2025

San Bernardino International Airport Authority

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Independent Auditor's Report

Board of Commissioners
San Bernardino International Airport Authority
San Bernardino, California

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the business-type activities of the San Bernardino International Airport Authority (the Authority), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the Authority as of June 30, 2025, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Adoption of New Accounting Standard

As discussed in Note 10 to the financial statements, the Authority has adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, for the year ended June 30, 2025. Accordingly, a restatement has been made to the business type activities net position as of July 1, 2024, to restate beginning net position. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

The Authority's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The schedule of general and administrative expenses and schedule of operating and maintenance expenses are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the schedule of general and administrative expenses and schedule of maintenance and operations expenses are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 19, 2026, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.



Ontario, California
March 19, 2026

Management's Discussion and Analysis

Executive Summary

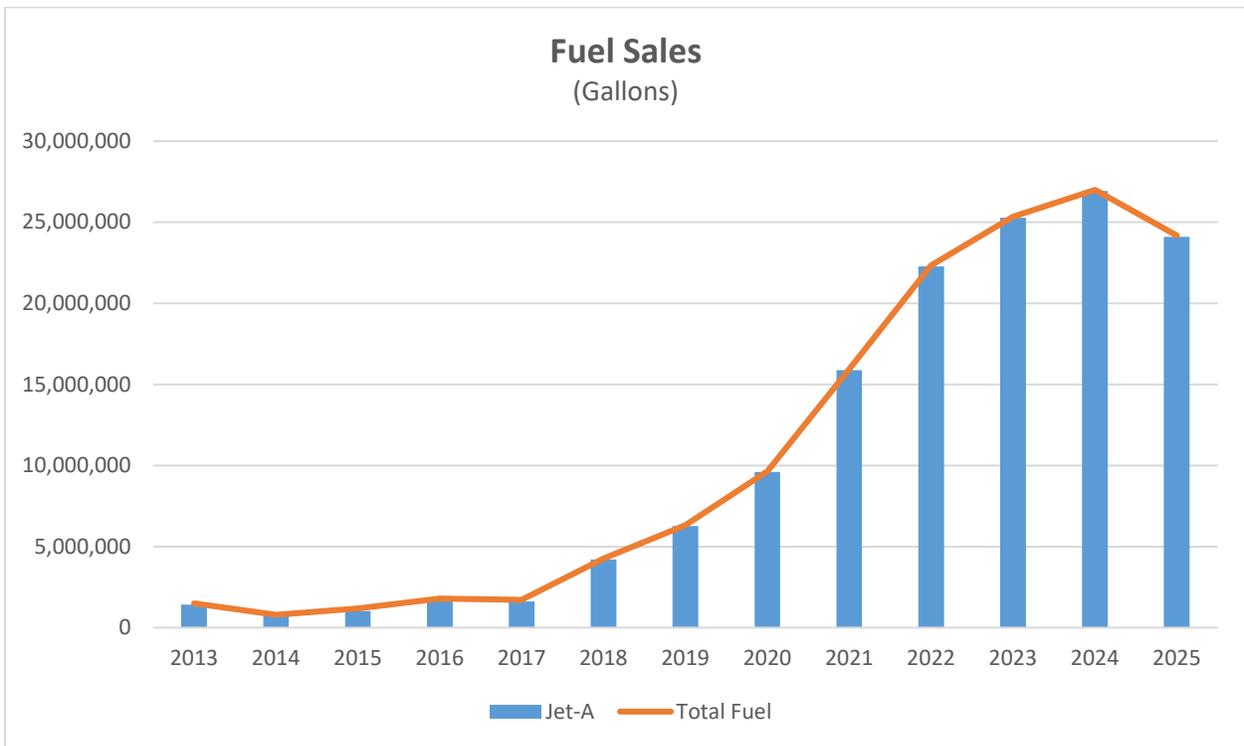
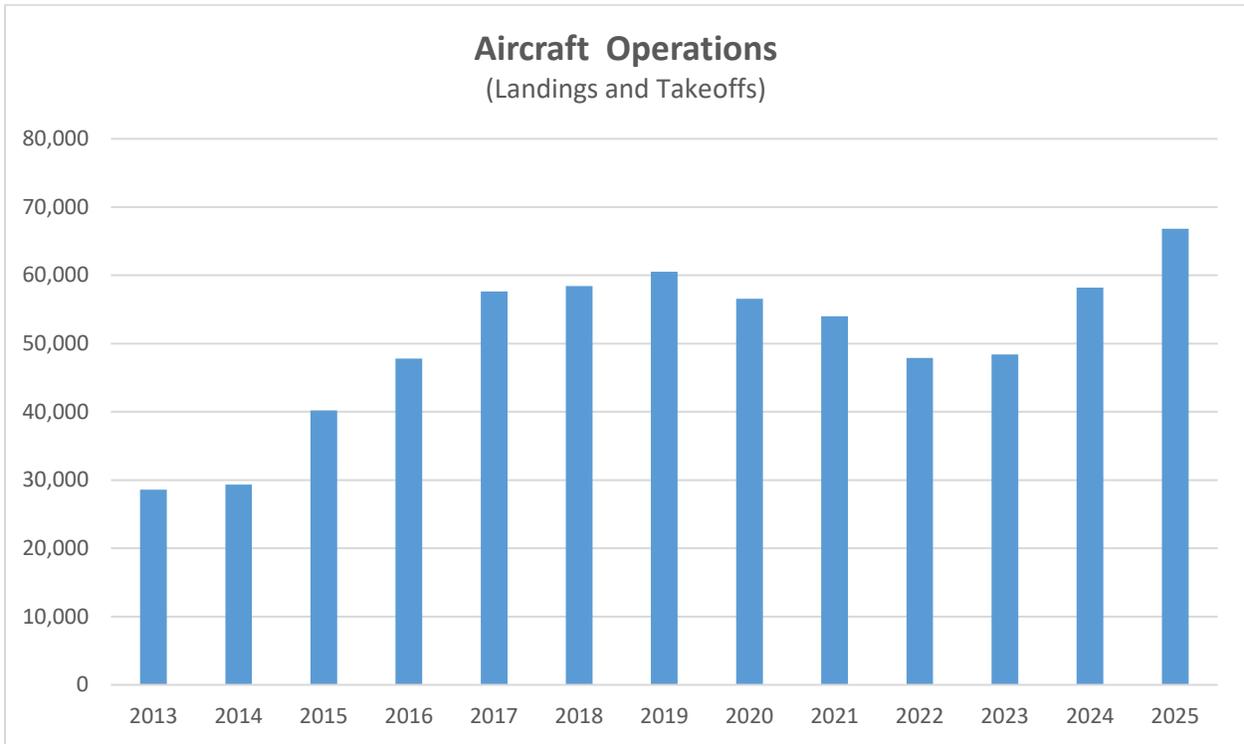
The San Bernardino International Airport Authority's ("SBIAA") Management Discussion and Analysis ("Analysis") provides an overview of SBIAA's financial activities for the fiscal year ended June 30, 2025. Since this information is designed to focus on the year's activities, resulting changes and currently known facts, it should be read in conjunction with SBIAA's financial statements.

SBIAA is an airport that operates under a public utility business model. It constantly seeks to increase aviation activity, fuel sales, and airport services. Our vision is to maximize opportunities for the flying public while achieving fair, non-discriminatory, and equitable investment returns to support the airport utility over the long run. To accomplish this, SBIAA creates an airport business environment that supports dynamic leadership, sound capital investment, and long-term employment opportunities for the benefit of the airport, its customers, stakeholders, the region, and the National Airspace System.

SBIAA also seeks to ensure that inter-governmental and community support to the San Bernardino International Airport is provided as appropriate. SBIAA should consistently deliver quality airport planning, infrastructure development, community development, and environmental programs, projects, and initiatives.

Finally, SBIAA seeks to realize its potential to provide high quality, higher wage producing employment opportunities for its member agencies and the communities they serve. Through business attraction and retention across market segments: Air Cargo, Commercial Air Passenger, General Aviation, Corporate Aviation, and Maintenance and Repair Operations.

SBD Annual Operations 2013 – 2025



Annual Airport Operations statistics are based on calendar year information; therefore, information for calendar years 2024 and 2025 operations are included in Management’s Discussion and Analysis.

From the calendar year 2009 through calendar year 2012, aircraft operations were essentially flat at approximately 25,000 operations per year. However, in calendar year 2013 aircraft operations began a trend of successive increases. During the calendar years 2013 through 2019, the Aircraft Operations chart shows aircraft operations experienced year over year increases of 17%, 3%, 37%, 19%, 21%, 1% and 4% respectively, each successive calendar year. Beginning in calendar year 2020, the Airport experienced a decrease in aircraft operations of 7% or 3,975 aircraft operations primarily from a decrease in general aviation activity. General aviation activity decreased due to the negative impacts of the Covid-19 coronavirus pandemic on the general aviation community. The increasing operations of the Amazon Air Regional Hub at SBD, as well as increases in air cargo operations at the Airport's FedEx and UPS gateways, and by other air cargo operators continued that growth trend with an increase in aircraft operations for calendar years 2021 and 2022 of 2,533 (5%) and 6,124 (11%), respectively, while small aircraft operations remained flat. SBD experienced flat aircraft operations in calendar year 2023 with a small increase of 521 (1%) aircraft operations. In calendar year 2024, aircraft operations increased by 9,821 (20%). Calendar year 2025 continued the year over year growth in aircraft operations with an additional 8,612 (15%) in operations. Both 2024 and 2025 calendar year increases were driven by small aircraft operations, take-offs and landings, primarily from corporate aircraft operations, and general aviation activity.

The aircraft operations compounded calendar year growth rate from 2013 to 2025 was 8.9%. Measured on a fiscal year basis, aircraft operations increased as well. While overall aircraft operations increased, aviation fuel sales, as measured in gallons sold, decreased as air cargo operators optimized their networks by increasing aircraft size, segment lengths, and changing flight frequency in response to changes in consumer preferences for priority package delivery, labor costs, tariffs, airline network planning, and overall economic conditions. The "Operating Revenues Year to Year" chart, shown later in the Analysis, shows continuing revenue growth from the use of SBD's building and vacant land utilization and rent increases. In addition, the chart shows that third party-into- plane fueling fee revenue increased in the face of lower sales volume, which was due to increased fees.

Fuel sale activity is measured in gallons sold to enhance comparability by removing fuel cost volatility. As discussed above, aircraft operations support aviation fuel sales. The Fuel Sales chart displays gallons sold for calendar years 2013 through 2025. Total Fuel includes both Jet A fuel, displayed on the chart, and aviation gasoline (Avgas). Beginning in calendar year 2018, the ongoing expansion of air cargo operations increased both the frequency and size of aircraft using SBD. SBD's compounded annual growth rate for gallons of aviation fuel sold for calendar years 2013 to 2025 is 32.1 percent.

On July 9, 2021, SBD issued \$8,999,077 of direct placement taxable Airport Revenue Bonds at a rate of 3.74% to refund certain SBD obligations incurred to construct or improve commercial and general aviation hangars, as well as other SBD aviation facilities. Lease and other revenues related to these certain hangars and facilities are the primary source of funds to repay these bonds, which reach final maturity in fiscal year 2032.

To support increasing aviation activity, SBD issued \$4,850,565 of direct placement tax-exempt Airport Revenue Bonds at a tax-exempt rate of 3.37% on August 12, 2021, to fund the expansion of the SBD fuel farm. The fuel farm expansion project expanded capacity by constructing a 375,000-gallon tank and adding another fueling station rack for a total capacity of 500,000 gallons. These bonds reach final maturity in the fiscal year 2036. The fuel farm expansion was completed and placed into operation in March 2022.

On March 8, 2022, SBD and Breeze Airways announced the initiation of regularly scheduled commercial air passenger service beginning August 2022. To prepare for the initiation of commercial air passenger service, SBD incurred expenses and made capital outlays for the domestic terminal, parking lots, rental car facility, and air operations area to update information, communication, mechanical, security, and command and control systems, as well as land, building, and structure improvements to support airline passenger service and the traveling public. Since the initiation of regularly scheduled commercial air passenger service in August 2022, enplanements or passengers boarding aircraft reached approximately 66,830 as of June 30, 2025, which is an increase in enplanements of 18,830 passengers or about 39 percent from the fiscal year ended June 30, 2024.

San Bernardino International Airport Authority

SBIAA is a joint powers authority created in 1992. It was created for the purpose of acquiring, operating, repairing, maintaining, and administering the aviation-related activities of the former Norton Air Force Base.

SBIAA members are the City of Colton, City of Loma Linda, City of Highland, City of San Bernardino, and the County of San Bernardino in California.

The “Financial Statements Summary” and the “Operating Revenue and Expenses” charts reflect the continued capital investments in the Airport’s infrastructure coupled with a long-term trend of increased aircraft operations over successive fiscal years since 2013, including increased fuel sales. As a result, the Airport continues to gain awareness amongst pilots, aircraft operators, and travelers in the Southern California market. During fiscal year 2014 the Airport contracted with a marketing firm to rebrand the Airport and its fixed based operator, Luxivair SBD. Improving financial results are attributable to new marketing campaigns and clear goals focused on achieving the Commission and management’s vision for growth. In fiscal year 2025, fuel sales volume decreased and associated fuel revenues had mixed results as compared to fiscal year 2024 as the fleet mix of aircraft using the airport continued to trend toward larger jet and commercial size aircraft.

Financial Statements

SBIAA is considered a special-purpose governmental joint powers authority engaged in activities that support the entity through user charges. Accordingly, the accompanying financial statements are presented in the format prescribed for proprietary funds by the Governmental Accounting Standards Board. SBIAA’s fiscal year ends June 30.

These financial statements consist of three interrelated statements designed to provide the reader with relevant, understandable information about SBIAA’s financial condition and operating results. They are the Statement of Net Position; the Statement of Revenues, Expenses, and Changes in Net Position; and the Statement of Cash Flows. The statements are presented in a fiscal year format for the year ended June 30, 2025.

The *Statement of Net Position* presents SBIAA’s assets and liabilities and the difference, or net position, between what is owned and what is owed as of the last day of the SBIAA’s fiscal year.

The *Statement of Revenues, Expenses and Changes in Net Position* describes the financial results of SBIAA's operations for the years reported. These results, or Changes in Net Position, are the increases or decreases to the bottom line of the Statement of Net Position.

The *Statement of Cash Flows* conveys how SBIAA managed cash resources during the fiscal year. This statement converts the Change in Net Position presented in the Statement of Revenues, Expenses and Changes in Net Position into cash provided by or used for operations. The Statement of Cash Flows also details how SBIAA obtains cash through financing and investing activities, and, conversely, how cash is spent.

Financial Statements Summary and Charts

The following Financial Statements Summary provides highlights of the financial activity for fiscal years 2024 and 2025. Also provided are explanations as to the differences in amounts between the two fiscal years.

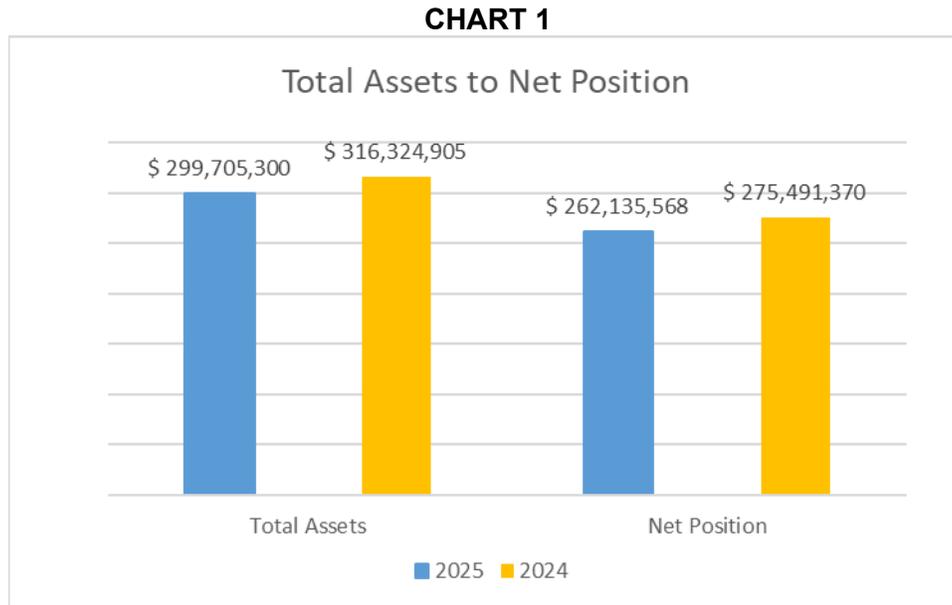
FINANCIAL STATEMENTS SUMMARY
(in thousands)

	<u>June 30, 2025</u>	<u>June 30, 2024</u>	<u>Variance</u>	<u>Ref No.</u>
Current assets	\$ 12,643	\$ 16,761	\$ (4,118)	1
Noncurrent assets:				
Lease receivable	4,008	2,529	1,479	2
Restricted cash and cash equivalents	1,442	1,451	(9)	
Capital assets, not being depreciated	38,237	38,633	(396)	
Capital assets, net of accumulated depreciation and amortization	<u>243,376</u>	<u>256,951</u>	<u>(13,575)</u>	3
Total assets	<u>299,706</u>	<u>316,325</u>	<u>(16,619)</u>	
Current liabilities	13,120	16,239	(3,119)	4
Noncurrent liabilities	<u>11,059</u>	<u>11,917</u>	<u>(858)</u>	5
Total liabilities	<u>24,179</u>	<u>28,156</u>	<u>(3,977)</u>	
Deferred inflows of resources	<u>13,391</u>	<u>12,678</u>	<u>713</u>	6
Net investment in capital assets	270,687	282,743	(12,056)	7
Restricted	678	2,126	(1,448)	8
Unrestricted (deficit)	<u>(9,229)</u>	<u>(9,378)</u>	<u>149</u>	
Total net position	<u>\$ 262,136</u>	<u>\$ 275,491</u>	<u>\$ (13,355)</u>	
Operating revenues	\$ 87,660	\$ 107,505	\$ (19,845)	9
Operating expenses	(101,692)	(121,248)	19,556	10
Nonoperating revenues	224	209	15	11
Nonoperating expenses	(435)	(470)	35	12
Income (loss) before contributions	<u>(14,243)</u>	<u>(14,004)</u>	<u>(239)</u>	
Contributions	<u>1,304</u>	<u>397</u>	<u>907</u>	13
Change in net position	(12,939)	(13,607)	668	
Net Position Beginning, as perviously stated	275,491	289,098	1,575	
Restatement (Note 10)	<u>(416)</u>	<u>-</u>	<u>-</u>	
Net Position Beginning, as restated	<u>275,075</u>	<u>289,098</u>	<u>(14,023)</u>	
Net Position Ending	<u>\$ 262,136</u>	<u>\$ 275,491</u>	<u>\$ (13,355)</u>	

Explanation of Variances

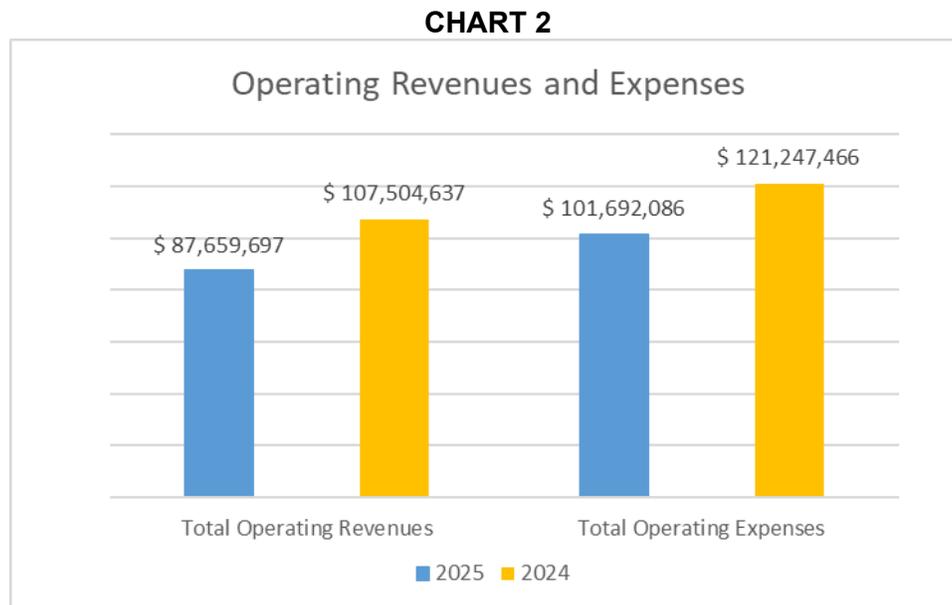
1. Current assets decreased due to capital project disbursements and a short-term increase in accounts payable due to implementation of a new accounting information system in June 2024 and the subsequent liquidation of the accounts payable increase.
2. The Lease receivable balance increased due to new and renewal of certain leases that resulted in higher lease receivable for GASB 87 leases.
3. The decrease is due to the current year's depreciation expense.
4. Current liabilities decreased due to a short-term increase in accounts payable due to implementation of a new accounting information system in June 2024 and the subsequent liquidation of the accounts payable increase.
5. Non-current liabilities decreased due to scheduled debt service for long-term liabilities.
6. The deferred inflow of resources increased due to additional new GASB 87 leases.
7. The decrease in net position corresponds with a decrease in capital assets net of accumulated depreciation.
8. The decrease in restricted cash reflects expenditures for qualifying Airport projects.
9. The decrease in revenues is mainly due to decreased fuel sales and related airport revenues from other activity-based operating revenues.
10. Operating expenses decreased due to decreased Jet A fuel purchases (cost of goods sold) due to decreased Airport fuel sales.
11. Nonoperating revenue increased due to an increase in interest earnings arising from a higher interest rate environment.
12. Nonoperating expenses decreased due to decreased interest expense for debt service.
13. FAA reimbursement grant projects were substantially active in current fiscal year, compared to previous fiscal year, resulting in more grant revenue in current fiscal year compared to previous fiscal year.

The following Chart 1 describes total assets and net position as of June 30, 2024, and 2025.



The decrease in total assets is due to a decrease in net capital assets due to depreciation.

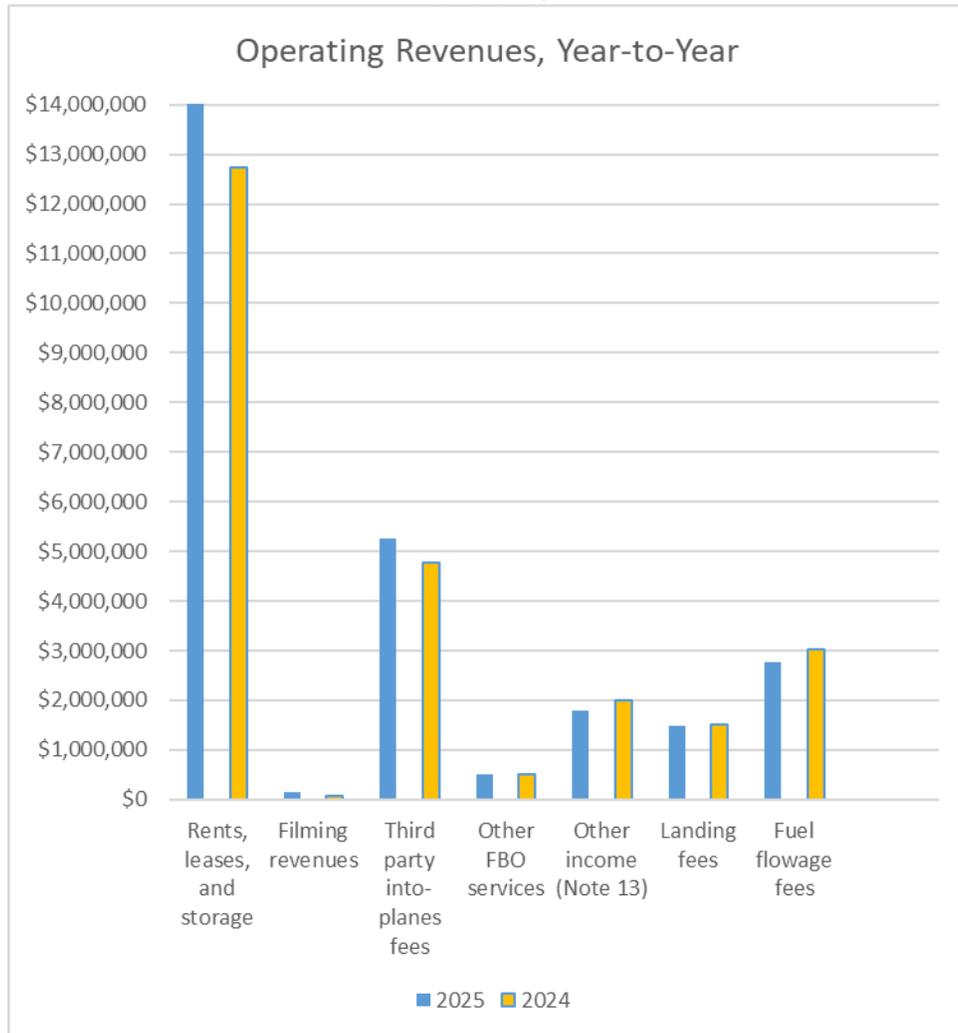
The following Chart 2 describes total operating revenues and expenses for fiscal years June 30, 2024, and 2025.



Total operating revenues decreased by 18% with an associated decrease in total operating expenses of 16% year-over-year. Total operating revenues decreased due to decreased fuel sales/services, and other aircraft-related activities. Total expenses decreased due to the decreased cost of fuel.

The following Chart 3 breaks down the categories of revenue year-over-year.

CHART 3

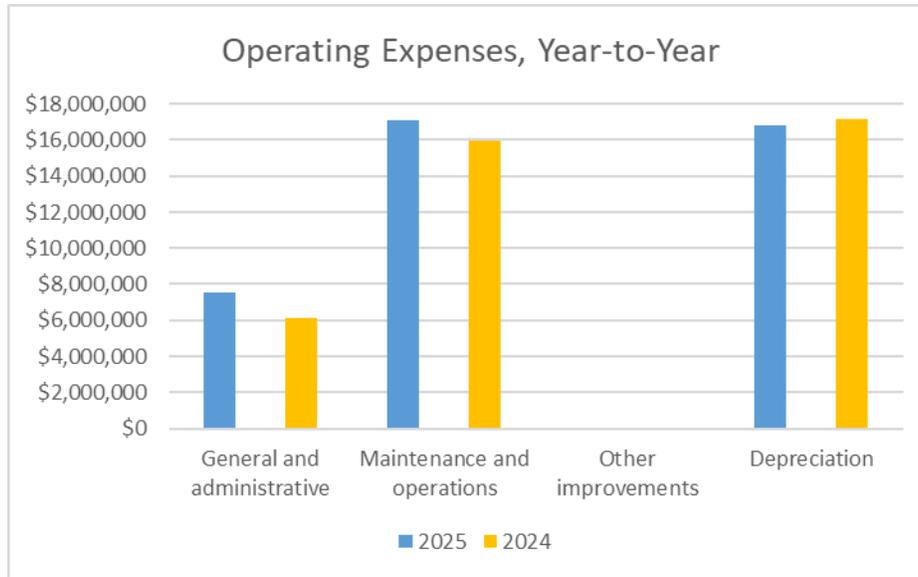


Rents, leases, and storage operating revenues increased by \$1,555,441 or 12.2% year-over-year due to increased number of leases and licenses for buildings and vacant land as well as annual rent increases for tenants.

Fuel sales are not included in the above revenue chart. The fuel sales for fiscal year 2023-24 and 2024-25 are \$82,914,087 and \$61,415,354, respectively. The \$21,498,733 decrease in fuel sales revenue was due to a decrease in overall aircrafts activities. Other fuel-related revenues, fuel flowage and landing fees, decreased for the same reason.

The following Chart 4 breaks down the four main operating expenses year-over-year.

CHART 4



Total Airport general and administrative expense increased by \$1,443,938 due to increased activity at the airport and maintenance and operations expense increased by \$1,127,138 from the previous fiscal year reflecting the completion of multiple federal runway, taxiway, and ramp maintenance grant awards that have increased with the advent of SBIAA's commercial passenger service in August 2022.

The cost of aviation fuel is not included in the above expenses chart. The cost of fuel for the fiscal year 2023-24 and 2024-25 are \$82,014,880 and \$60,312,609, respectively. The 21,702,271 decreases in cost of aviation fuel is relatively due to decreased fuel sale volume.

Net income (net loss) for the airport includes \$16.8 million in depreciation expenses, which doesn't affect the cash flow.

Categories of Net Position

SBIAA is required to present its net position in three categories: net investment in capital assets, restricted, and unrestricted.

Net Investment in Capital Assets

On June 30, 2025, net investment in capital assets was \$270.7 million.

Restricted

On June 30, 2025, SBIAA had \$0.7 million in restricted net position primarily for airport infrastructure.

Unrestricted

On June 30, 2025, SBIAA had an unrestricted net position of \$9.2 million.

Capital Assets Additions, Construction in Progress, and Future Capital Improvements

Capital Asset Additions

\$2.8 million dollars were added to capital assets during the fiscal year June 30, 2025, which includes construction in progress.

Construction in Progress

- \$1,380,373 was spent on air operations area vehicle access road and other FAA projects during the fiscal year.

Long-term Debt

During 2021-22 fiscal year, SBIAA issued Airport Revenue Refunding Bonds, Series 2021A and 2021B in the amount of \$8,999,077 and 4,850,565, respectively. The principal and interest are due semi-annually for these bonds. The outstanding balance on these bonds is \$5,958,361 and \$4,850,565, respectively.

Budget to Actual Analysis

There were no significant variations between actual expenditures and the original budget that was adopted on June 26, 2024, and subsequently adjusted by action of the Commission.

San Bernardino International Airport Authority

Statement of Net Position

June 30, 2025

Assets

Current Assets

Cash and cash equivalents	\$ 7,112,318
Accounts receivable, net	2,564,885
Leases receivable	1,306,348
Due from related party	338,661
Intergovernmental receivables	495,142
Interest receivable	11,974
Prepaid expenses	23,493
Fuel inventory	789,908

Total current assets	12,642,729
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Noncurrent Assets

Leases receivable	4,007,505
Restricted cash and cash equivalents	1,441,974
Capital assets, not being depreciated	
Land	38,157,796
Construction in progress	78,838
Capital assets, net of accumulated depreciation/amortization	243,376,458

Total noncurrent assets	287,062,571
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Total assets	299,705,300
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Liabilities

Current Liabilities

Accounts payable	7,466,602
Other accrued liabilities	659,143
Deposits payable	1,300,990
Due to related party	2,029,716
Accrued interest payable	33,342
Compensated absences, current portion	499,123
Long-term obligations, current portion	1,130,780

Total current liabilities	13,119,696
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San Bernardino International Airport Authority
Statement of Net Position
June 30, 2025

Noncurrent Liabilities	
Compensated absences, noncurrent portion	\$ 499,122
Long-term obligations, noncurrent portion	<u>10,559,653</u>
Total noncurrent liabilities	<u>11,058,775</u>
Total liabilities	<u>24,178,471</u>
Deferred Inflows of Resources	
Deferred inflows related to leases - lease receivables	4,870,008
Deferred inflows related to leases - lease paid in advance	<u>8,521,253</u>
Total deferred inflows of resources	<u>13,391,261</u>
Net Position	
Net investment in capital assets	270,686,918
Restricted for capital projects	677,715
Unrestricted	<u>(9,229,065)</u>
Total net position	<u>\$ 262,135,568</u>

San Bernardino International Airport Authority
Statement of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2025

Operating Revenues	
Rents, leases, and storage	\$ 14,284,914
Fuel sales	61,415,354
Filming revenues	142,800
Third party into-planes fees	5,255,963
Other FBO services	513,184
Landing fees	1,482,807
Fuel flowage fees	2,768,817
Other income	1,795,858
Total operating revenues	87,659,697
Operating Expenses	
General and administrative	7,534,730
Maintenance and operations	17,066,231
Cost of aviation fuel	60,312,609
Depreciation and amortization	16,778,516
Total operating expenses	101,692,086
Operating Loss	(14,032,389)
Nonoperating Revenues (Expenses)	
Interest income	224,084
Interest expense	(435,212)
Total nonoperating revenues (expenses)	(211,128)
Income (loss) before contributions	(14,243,517)
Contributions	
Capital grants	1,303,565
Change in Net Position	(12,939,952)
Net Position, Beginning of Year, as previously stated	275,491,370
Restatement (Note 10)	(415,850)
Net Position, Beginning of Year, as restated	275,075,520
Net Position, End of Year	\$ 262,135,568

San Bernardino International Airport Authority

Statement of Cash Flows
Year Ended June 30, 2025

Operating Activities	
Receipts from customers	\$ 86,734,294
Payments to employees	(10,477,297)
Payments to suppliers	(77,719,519)
Net Cash Used For Operating Activities	<u>(1,462,522)</u>
Capital and Capital Related Financing Activities	
Acquisition and construction of capital assets	(2,807,478)
Principal payments on leases	(365,460)
Principal payments on long term debt	(785,304)
Interest paid	(438,027)
Receipts from capital grants	2,289,809
Net Cash Used For Capital and Capital Related Financing Activities	<u>(2,106,460)</u>
Investing Activities	
Interest received	220,535
Net Cash Provided By Investing Activities	<u>220,535</u>
Net Change in Cash and Cash Equivalents	(3,348,447)
Cash and Cash Equivalents, Beginning of Year	<u>11,902,739</u>
Cash and Cash Equivalents, End of Year	<u>\$ 8,554,292</u>
Reconciliation of Cash and Cash Equivalents to the	
Cash and cash equivalents	\$ 7,112,318
Restricted cash and cash equivalents	1,441,974
Total Cash and Cash Equivalents	<u>\$ 8,554,292</u>

San Bernardino International Airport Authority

Statements of Cash Flows

Year Ended June 30, 2025

Reconciliation of Operating Loss to
Net Cash Used For Operating Activities

Operating loss	\$ (14,032,389)
Adjustments to Reconcile Operating Loss to Net Cash Used for Operating Activities	
Depreciation/amortization	16,778,516
Changes in Assets and Liabilities	
(Increase) decrease in accounts receivable, net	(48,623)
(Increase) decrease in lease receivable	(1,445,357)
(Increase) decrease in due from related party	(112,600)
(Increase) decrease in prepaid expenses	(2,020)
(Increase) decrease in fuel inventory	(73,975)
Increase (decrease) in accounts payable	(3,162,547)
Increase (decrease) in other accrued liabilities	115,834
Increase (decrease) in deposits payable	(351,501)
Increase (decrease) in due to related party	62,133
Increase (decrease) in compensated absences	128,830
Increase (decrease) in deferred inflows related to leases	713,313
Net Cash Used For Operating Activities	\$ (1,462,522)

Note 1 - Reporting Entity and Summary of Significant Accounting Policies

The financial statements of the San Bernardino International Airport Authority (Authority) have been prepared in accordance with generally accepted accounting principles in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting and reporting policies and practices used by the Authority are described below.

Reporting Entity

The Authority is a joint powers authority created on May 12, 1992, primarily for the purpose of acquiring, operating, repairing, maintaining, and administering the aviation related portions of the former Norton Air Force Base property located in San Bernardino, California. The following are members of the Authority:

- County of San Bernardino
- City of San Bernardino
- City of Colton
- City of Highland
- City of Loma Linda

Under the terms of an Authority agreement, each member agreed to be responsible for its respective percentage of all annual expenses of the Authority. Any party who fails to pay its respective share of such expenses for a 12-month period will be automatically expelled from the Authority with remaining members then responsible for the expelled members' share of expenses. In the event of the Authority's termination, the assets of the Authority together with debts owed at that time will be transferred to the Inland Valley Development Agency (IVDA), or such other entity as may be determined pursuant to Federal and State laws then in effect.

On December 17, 1999, the Authority filed a quit claim deed, reservations, and grants of easements, and CERCLA Section 120(h) notice (Deed) issued by the U.S. Department of the Air Force, for certain real property formerly a part of Norton Air Force Base for a consideration of one dollar. Included in the Deed are certain government-owned real properties which may not be sold, transferred, donated, or otherwise disposed of by the Authority, nor may they be removed from the premises for use by the Authority elsewhere. The Authority has begun and intends to sub-lease facilities to various airport users including, but not limited to scheduled airlines, airplane mechanical services, and aircraft support services.

Under the Deed, the Authority received approximately 1,345 acres of land together with major hangar buildings, terminal facilities, runways, tower and equipment, and other buildings and facilities needed to operate the Airport. During the 2003-04 fiscal year, the land, infrastructure, land improvements, and buildings and structures acquired from the Air Force were appraised based upon fair market value at date of acquisition. These appraised properties are included in the financial statements.

Effective July 1, 1998, the U.S. Air Force and the IVDA entered into an agreement (Economic Development Conveyance #2) to transfer an additional 104 acres of property at no cost to the Authority. This is part of the public benefit transfer. All income and related expenses derived from these properties effective July 1, 1998, were transferred to the Authority.

For financial reporting purposes, the Authority has included all funds, organizations, agencies, boards, commissions, and authorities. The Authority has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the Authority are such that the exclusion would cause the Authority's financial situation to be misleading or incomplete. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the Authority to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the Authority.

Blended Component Unit

The San Bernardino International Airport, Inc. (SBIA, Inc.) is a California nonprofit public benefit corporation and has been recognized by the Internal Revenue Service as exempt from federal income taxes under Internal Revenue Code Section 501(c)(3). SBIA, Inc. was created for the purpose of lessening governmental burdens, by aiding the San Bernardino International Airport Authority in its efforts to promote economic development at the former Norton Air Force Base. Although the Authority does not appoint a voting majority of SBIA, Inc.'s governing body, SBIA, Inc. is fiscally dependent on the Authority, and a financial benefit/burden exists as defined by applicable GASB pronouncements. In addition, SBIA, Inc. provides services entirely, or almost entirely, to the Authority or otherwise exclusively, or almost exclusively, benefits the Authority even though it may not provide services directly to it. As a result, SBIAA, Inc. is included as a blended component unit of the Authority. The financial statements include only the financial activity of the Authority and the SBIAA, Inc., collectively referred to as the Authority. Separate financial statements of the SBIAA, Inc. are not available.

Measurement Focus and Basis of Accounting

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the economic resources measurement focus and the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Basis of Presentation

The statement of net position displays the Authority's assets, deferred outflows, liabilities, and deferred inflows, with the difference reported as net position. Net position is reported in the following categories/components:

Net investment in capital assets consists of net capital assets reduced by the outstanding balances of any related debt obligations and deferred inflows of resources attributable to the acquisition, construction or improvement of those assets or the related debt and lease obligations and increased by balances of deferred outflows of resources related to those assets or debt and lease obligations.

Restricted net position consists of net position with constraints which are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position consists of net position not meeting the definition of the preceding categories. Unrestricted net position often has constraints on resources imposed by management which can be removed or modified.

When an expense is incurred that can be paid using either restricted or unrestricted resources (net position), the Authority's policy is to first apply the expense toward the most restrictive resources and then toward unrestricted resources.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements. Estimates also affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

Cash and cash equivalents include highly liquid investments with an original maturity of three months or less, excluding internally designated or restricted cash and investments. For purposes of the statement of cash flows, the Authority considers all cash and investments with an original maturity of three months or less as cash and cash equivalents.

Restricted Cash and Investments

Restricted cash and investments also included assets held with fiscal agents and restricted for debt service reserve and capital projects. Investments are measured at fair value.

Inventory

Inventory is stated at lower of cost (first-in, first-out) or market and are expensed when used.

Investment Income

Interest, dividends, gains, and losses, both realized and unrealized, on investments and deposits are included in nonoperating revenues when earned.

Capital Assets

Capital assets are capitalized at historical cost or estimated historical cost for assets where actual historic cost is not available. Donated capital assets are recorded at acquisition value at the date of donation. Acquisition value is the price that would have been paid to acquire an asset with equivalent service potential on the date of the donation. The Authority maintains a threshold level of \$10,000 or more for capitalizing capital assets. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Land and construction in progress are not depreciated. The other tangible and intangible property, plant, equipment, the right to use leased assets, and infrastructure of the Authority are depreciated/amortized using the straight-line method over the following estimated useful lives:

Assets	Years
Infrastructure	40-75 years
Land improvements	5-20 years
Buildings and structures	10-50 years
Furniture and fixtures	5-7 years
Machinery and equipment	5-20 years
Vehicles	5-10 years
Right to use leased assets	2-10 years

Right to use leased assets are recognized at the lease commencement date and represent the Authority's right to use an underlying asset for the lease term. Right to use leased assets are measured at the initial value of the lease liability plus any payments made to the lessor before commencement of the lease term, less any lease incentives received from the lessor at or before the commencement of the lease term, plus any initial direct costs necessary to please the lease asset into service. Right to use leased assets are amortized over the shorter of the lease term or useful lives of the underlying asset using the straight-line method. The amortization period varies from 3 to 7 years.

Lease Receivables

Lease receivables are recorded by the Authority as the present value of future lease payments expected to be received from the lessee during the lease term, reduced by any provision for estimated uncollectible amounts. Lease receivables are subsequently reduced over the life of the lease as cash is received in the applicable reporting period. The present value of future lease payments to be received is discounted based on the interest rate the Authority charges the lessee.

Long-Term Obligations

The Authority reports long-term debt and other long-term obligations in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenses when incurred.

Lease Liabilities represent the Authority's obligation to make lease payments arising from the lease. Lease liabilities are recognized at the lease commencement date based on the present value of future lease payments expected to be made during the lease term. The present value of lease payments is discounted based on a borrowing rate determined by the Authority.

Compensated Absences

Compensated absences are accrued as a liability as the benefits are earned for leave balances that are more likely than not to be used for compensated leave or settled through cash or noncash means. It is the Authority's policy to permit employees to accumulate earned but unused vacation and sick leave. Vacation pay is paid upon separation of service or retirement. The liability for compensated absences includes salary-related payments, where applicable.

Revenues and Expenses

Revenues and expenses are distinguished between operating and non-operating items. Operating revenues generally result from providing services in connection with the Authority's principal ongoing operations. The principal operating revenues of the Authority are charges for rent, leases and storage, and fuel sales.

Operating expenses include administrative, maintenance, and operations costs of the Authority's facilities, along with depreciation of capital assets. All revenue and expenses not meeting these definitions are reported as non-operating revenues and expenses.

Grants and Contributions

The Authority receives grants and contributions from governmental and private entities. Grants and contributions may be restricted for either specific operating purposes or for capital purposes. Amounts that are unrestricted or that are restricted to a specific operating purpose are reported as nonoperating revenue. Amounts restricted for capital acquisitions are reported after nonoperating revenues and expenses.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents consumption of net assets that applies to future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Authority currently has no items that qualify for reporting in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Authority has one type of item that qualifies for reporting in this category. Deferred inflows related to leases where the Authority is the lessor and is reported in the statement of net position. The deferred inflows of resources related to leases are recognized as an inflow of resources (revenue) on the straight-line basis over the term of the lease.

Effect of New Governmental Accounting Standards Board (GASB) Pronouncements**Effective in Current Fiscal Year**

GASB Statement No. 101 – In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. As of July 1, 2024, the Authority adopted GASB Statement No. 101, *Compensated Absences*. The effect of the implementation of this standard is disclosed in Notes 5 and 10.

GASB Statement No. 102 – In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. The objective of this Statement is to provide users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. Management has evaluated whether there are risks related to the authority's vulnerabilities due to certain concentrations or constraints that require disclosure. Management determined there was no material impact on the financial statements.

Effective in Future Fiscal Years

The GASB has issued the following pronouncements that have effective dates which may impact future financial statement presentation. The Authority has not determined the effect of the following Statements:

GASB Statement No. 103 – *Financial Reporting Model Improvements*

GASB Statement No. 104 – *Disclosure of Certain Capital Assets*

GASB Statement No. 105 – *Subsequent Events*

Note 2 - Cash and Investments

Cash and investments as of June 30, 2025 are classified in the accompanying financial statements as follows:

Statement of Net Position	
Cash and cash equivalents	\$ 7,112,318
Restricted cash and cash equivalents	1,441,974
	<hr/>
Total cash and investments	\$ 8,554,292
	<hr/> <hr/>

Cash and investments as of June 30, 2025 consist of the following:

Deposits with financial institutions	\$ 7,436,178
Cash on hand	1,000
Investments in LAIF	352,855
Investments held with fiscal agent	764,259
	<hr/>
Total cash and investments	\$ 8,554,292
	<hr/> <hr/>

Investments Authorized by the California Government Code and the Authority's Investment Policy

The table below identifies the investment types that are authorized for the Authority by the California Government Code (or the Authority's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the Authority's investment policy, where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the Authority, rather than the general provisions of the California Government Code or the Authority's investment policy.

Authorized Investment Type	Maximum Maturity	Maximum Percentage	Maximum Investment in One Issuer
Local agency bonds	5 years	None	None
U.S. Treasury obligations	5 years	None	None
U.S. agency securities	5 years	None	None
Banker's acceptances	180 days	40%	30%
State Bonds or Other Indebtedness	270 days	25%	10%
Commercial paper	5 years	30%	None
Negotiable certificates of deposit	1 year	None	None
Repurchase agreements	92 days	20% of base value	None
Reverse repurchase agreements	5 years	30%	None
Medium-term notes	N/A	20%	10%
Mutual funds	N/A	20%	10%
Money market mutual funds	5 years	20%	None
Mortgage pass-through securities	N/A	None	None
County pooled investment funds	N/A	None	\$75M per account
Local agency investment fund (LAIF)	N/A	None	None
JPA pools (other investment pools)	N/A	None	None

Investments Authorized by Debt Agreements

Investment of debt proceeds held by bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the Entity’s investment policy. The table below identifies the investment types that are authorized for investments held by bond trustee. The table also identifies certain provisions of these debt agreements that address interest rate risk, credit risk, and concentration of credit risk.

Authorized investment type	Maximum Maturity	Maximum Percentage	Maximum Investment in One Issuer
U.S. Treasury obligations	None	None	None
U.S. agency securities	None	None	None
Banker's acceptances	180 days	None	None
Commercial paper	270 days	None	None
Money market mutual funds	N/A	None	None
Investment contracts	30 years	None	None
Local agency investment fund (LAIF)	N/A	None	\$75M per account

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market rates. One of the ways that the Authority manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturing evenly over time as necessary to provide the cash flow and liquidity needed for operations. Information about the sensitivity of the fair values of the Authority's investments to market interest rate fluctuations is provided by the following table that shows the distribution of investments by maturity as of June 30, 2025:

Investment Type	Carrying Amount	Rating	Investment Maturities (in Years)	
			Less Than 1	1 - 5
Money Market Mutual Funds	\$ 764,259	AAAm	\$ 764,259	\$ -
Local Agency Investment Fund	352,855	Not Rated	352,855	-
Total	\$ 1,117,114		\$ 1,117,114	\$ -

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The CGC limits the minimum rating required for each investment type. The LAIF is not rated.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the Authority's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

As of June 30, 2025, the Authority had deposits with bank balances of \$7,436,178. Up to \$500,000 of the Authority's deposits were covered by federal deposit insurance, and \$6,936,178 was collateralized (i.e., collateralized with securities held by the pledging financial institutions of at least 110% of the Authority's cash deposits, in accordance with the Code). The collateralized securities are not held in the Authority's name.

Investment in State Investment Pool

The Authority is a voluntary participant in the State of California Local Agency Investment Fund (LAIF), which is a part of the Pooled Money Investment Account that is regulated by the California Government Code under the oversight of the State Treasurer, Director of Finance, and State Controller. The Authority's investment in this pool is reported in the accompanying financial statements at cost, which approximates fair value at amounts based upon the Authority's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Investments in LAIF are highly liquid, as deposits can be converted to cash within 24 hours without loss of interest. All investments with LAIF are secured by the full faith and credit of the State of California. Separate LAIF financial statements are available from the California State Treasurer's Office on the Internet at www.treasurer.ca.gov.

Fair Value Measurements

Assets measured at fair value on a recurring basis and the related fair value of these assets as of June 30, 2025, are as follows:

Investments by fair value	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Held with fiscal agent:				
Money Market Mutual Funds	\$ 764,259	<u>\$ 764,259</u>	<u>\$ -</u>	<u>\$ -</u>
Investments not measured at fair value or subject to fair value hierarchy				
Local Agency Investment Fund	<u>352,855</u>			
Total Investments	<u>\$ 1,117,114</u>			

The Authority has determined the fair value of certain investments in accordance with generally accepted accounting principles, which provides a framework for measuring fair value. A hierarchy of valuation classifications considers whether the inputs used in valuation techniques are observable or unobservable. Valuation techniques should maximize the use of observable inputs and minimize the use of unobservable inputs. The fair value hierarchy prioritizes the valuation inputs into the following three broad levels:

Level 1 – Unadjusted quoted prices for identical instruments in active markets that the reporting entity has the ability to access at the measurement date.

Level 2 – Quoted prices for similar instruments in active markets; quoted prices for identical or similar instruments in markets that are not active; and model-derived valuations in which all significant inputs and significant value drivers are directly or indirectly observable. Examples would be matrix pricing, market corroborated pricing and inputs such as yield curves and indices.

Level 3 – Valuations derived from valuation techniques in which significant inputs or significant value drivers are unobservable and may rely on the Authority's own assumptions, but the market participant's assumptions may be used in pricing the asset.

Inputs used to measure fair value might fall in different levels of the fair value hierarchy, in which case the Authority defaults to the lowest level input that is significant to the fair value measurement in its entirety. These levels are not necessarily an indication of the risk or liquidity associated with the investments. In determining the appropriate levels, the Authority performed a detailed analysis of the assets that are subject to fair value measurement. The Authority establishes the fair value of certain investments that do not have a readily determinable fair value by using net asset value (NAV) per unit. Investments measured at NAV per unit are not categorized within the fair value hierarchy.

The fair value of U.S. treasury notes was determined based on quoted prices for identical securities in active markets, which is considered a Level 1 input. The fair value of municipal and government bonds and local government investment pool was determined based on quoted prices for similar securities in active markets and/or quoted prices in markets that are not active, which are considered Level 2 inputs.

Note 3 - Receivables

Accounts Receivable

Accounts receivable consist of fuel sales and short-term and regulated lease revenues and are reported net of uncollectible amounts. Accounts receivable reported for the Authority in the Statement of Net Position as of June 30, 2025, are net of an allowance for doubtful accounts of \$663,151.

Lease Receivable

Lease receivable activity for the year ended June 30, 2025 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Lease Receivable	<u>\$ 3,868,496</u>	<u>\$ 3,232,152</u>	<u>\$ (1,786,795)</u>	<u>\$ 5,313,853</u>	<u>\$ 1,306,348</u>

The Authority has accrued a receivable for 2 land leases and 3 building leases. The remaining receivable for these leases was \$5,313,853 for the year ended June 30, 2025. Deferred inflows related to these leases were \$4,870,008 as of June 30, 2025. Interest revenue recognized on these leases was \$117,395 for the year ended June 30, 2025. Principal receipts of \$1,786,795 were recognized during the fiscal year. The interest rate on the leases ranged from .56% - 2.00%. Final receipt is expected in fiscal year 2031.

The future lease payments expected to be collected from these leases are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	\$ 1,306,348	\$ 87,783	\$ 1,394,131
2027	877,699	70,238	947,937
2028	894,552	53,385	947,937
2029	891,746	36,211	927,957
2030	869,061	18,933	887,994
2031	474,447	2,966	477,413
Total	<u>\$ 5,313,853</u>	<u>\$ 269,516</u>	<u>\$ 5,583,369</u>

Leases Paid in Advance

Deferred inflows related to leases includes an amount that was prepaid by a lessee commencing in fiscal year 2017. Lease revenue for the prepaid lease is amortized over the life of the lease agreement, through fiscal year 2041. Lease revenue recognized on this lease was \$1,020,000 for the year ended June 30, 2025, and the unamortized balance of the deferred inflows related to the prepaid lease was \$8,521,253 as of June 30, 2025.

Regulated Leases

For certain lease agreements for airport gates, aprons, buildings and structures designated for aeronautical use, specific terms are regulated by the Federal Aviation Administration (FAA). The Authority entered into various lease agreements for the right to use these airport gates, aprons, buildings and structures designated for aeronautical use to third parties in accordance with these provisions set by the FAA. Specified regulated terms include limits on lease rates, consistency of lease rates for all lessees, and leasing opportunities made available to any potential lessees if the facilities are vacant. The lease revenue related to these regulated agreements amounted to \$6,180,286 for the year end June 30, 2025.

Expected future minimum receipts under these agreements are as follows:

<u>Year Ending June 30,</u>	<u>Future Minimum Expected Receipts</u>
2026	\$ 4,607,562
2027	4,522,156
2028	3,779,733
2029	3,542,832
2030	3,309,017
2031-2035	17,511,891
2036-2040	19,984,280
2041-2045	22,812,632
2046-2050	26,050,506
2051-2055	29,747,943
2056-2060	4,253,999
	<u>\$ 140,122,551</u>

Note 4 - Capital Assets

Capital assets activity for the year ended June 30, 2025 is presented as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital Assets, Not Being Depreciated				
Land	\$ 38,157,796	\$ -	\$ -	\$ 38,157,796
Construction in progress	475,570	1,380,373	(1,777,105)	78,838
Total capital assets, not being depreciated	<u>38,633,366</u>	<u>1,380,373</u>	<u>(1,777,105)</u>	<u>38,236,634</u>
Capital Assets, Being Depreciated/Amortized				
Infrastructure	147,893,627	2,696,921	-	150,590,548
Land improvements	63,703,972	-	-	63,703,972
Building and structures	379,413,827	-	-	379,413,827
Furniture and fixtures	104,409	33,165	(22,701)	114,873
Machinery and equipment	10,604,020	329,497	-	10,933,517
Vehicles	2,841,535	144,627	-	2,986,162
Right to use lease - vehicles	2,515,616	-	-	2,515,616
Total capital assets, being depreciated/amortized	<u>607,077,006</u>	<u>3,204,210</u>	<u>(22,701)</u>	<u>610,258,515</u>
Less Accumulated Depreciation/Amortization				
Infrastructure	(113,809,962)	(3,034,157)	-	(116,844,119)
Land improvements	(57,328,904)	(977,174)	-	(58,306,078)
Buildings and structures	(168,449,335)	(11,652,175)	-	(180,101,510)
Furniture and fixtures	(93,990)	(5,188)	22,701	(76,477)
Machinery and equipment	(7,464,046)	(648,534)	-	(8,112,580)
Vehicles	(2,221,267)	(188,723)	-	(2,409,990)
Right to use lease - vehicles	(758,738)	(272,565)	-	(1,031,303)
Total accumulated depreciation/amortization	<u>(350,126,242)</u>	<u>(16,778,516)</u>	<u>22,701</u>	<u>(366,882,057)</u>
Total capital assets being depreciated/ amortized, net	<u>256,950,764</u>	<u>(13,574,306)</u>	<u>-</u>	<u>243,376,458</u>
Total capital assets, net	<u>\$ 295,584,130</u>	<u>\$ (12,193,933)</u>	<u>\$ (1,777,105)</u>	<u>\$ 281,613,092</u>

Depreciation/amortization expense for the year ended June 30, 2025 was \$16,778,516.

Note 5 - Long-Term Obligations

Long-term obligation activity for the year ended June 30, 2025 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Notes from Direct Borrowings					
2021A Airport Refunding					
Revenue Bonds	\$ 6,743,665	\$ -	\$ (785,304)	\$ 5,958,361	\$ 814,675
2021B Airport Revenue Bonds	4,850,565	-	-	4,850,565	-
Leases	1,246,967	-	(365,460)	881,507	316,105
Total	\$ 12,841,197	\$ -	\$ (1,150,764)	\$ 11,690,433	\$ 1,130,780

Direct Borrowings**Taxable Airport Revenue Refunding Bonds, Series 2021A**

On July 9, 2021, the Authority issued \$8,999,077 in Airport Revenue Refunding Bonds, Series 2021A, to provide funds to refund, on a current basis, the Authority's outstanding IVDA, Hanger 795 Improvement and GA Hanger loans due to IVDA, fund the Series 2021A reserve account, pay costs of issuance of the Series 2021A bonds.

Interest on the Airport Revenue Refunding Bonds, Series 2021A is payable semiannually on December 1 and June 1 at a rate of 3.74%. Mandatory sinking fund deposits to retire the bonds on their term maturity dates, ranging from \$589,840 to \$978,878, are due annually through June 1, 2032.

The Authority has pledged its gross revenue as security for the Airport Revenue Refunding Bonds, Series 2021A and these obligations contain a provision that in an event of default, the outstanding amounts become immediately due if the Authority is unable to make a payment.

Airport Revenue Bonds, Series 2021B

On August 12, 2021, the Authority issued \$4,850,565 in Airport Revenue Bonds, Series 2021B, to provide funds to pay the costs of the acquisition, installation, and construction of certain public capital improvements consisting of planned improvements to its existing fuel farm, including a new 375,000 gallon Jet A fuel tank, new fuel delivery island, and related controls and equipment improvements, thereby expanding existing facilities from 150,000 gallon storage with one refuel station to 500,000 gallon storage with two refuel stations, to support increased volume of aircraft fueling, fund the Series 2021B reserve account and pay costs of issuance of the Series 2021B bonds.

Interest on the Airport Revenue Bonds, Series 2021B is payable semiannually on December 1 and June 1 at a rate of 3.37%. Mandatory sinking fund deposits to retire the bonds on their term maturity dates, ranging from \$425,617 to \$1,161,828, are due annually commencing June 1, 2032, through June 1, 2036.

San Bernardino International Airport Authority

Notes to Financial Statements

June 30, 2025

The Authority has pledged its gross revenue as security for the Airport Revenue Bonds, Series 2021B and these obligations contain a provision that in an event of default, the outstanding amounts become immediately due if the Authority is unable to make a payment.

Scheduled debt service requirements for the Authority's bonds payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 814,675	\$ 386,307	\$ 1,200,982
2027	845,144	355,838	1,200,982
2028	876,752	324,230	1,200,982
2029	909,542	291,439	1,200,981
2030	943,559	257,422	1,200,981
2031-2035	5,257,426	747,482	6,004,908
2036	1,161,828	39,154	1,200,982
Total	<u>\$ 10,808,926</u>	<u>\$ 2,401,872</u>	<u>\$ 13,210,798</u>

Leases

In prior years, the Authority entered into 5 lease agreements as lessee for the use of land and vehicles. As of June 30, 2025, the value of the lease liability was \$881,507. The Authority is required to make monthly principal and interest payments ranging from \$4,300 to \$32,191 through April 2029. The lease liability was valued using discount rates between 0.411% and 2.43% based on the Authority's incremental borrowing rate at the inception of the leases.

Remaining principal and interest payments on leases are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 316,105	\$ 15,455	\$ 331,559
2027	235,196	10,451	245,648
2028	190,699	5,797	196,496
2029	139,507	1,415	140,922
Total	<u>\$ 881,507</u>	<u>\$ 33,118</u>	<u>\$ 914,625</u>

Compensated Absences

Compensated absences activity for the year ended June 30, 2025 is as follows:

Beginning Balance As restated	Net Change	Ending Balance	Due Within One Year
<u>\$ 453,565</u>	<u>\$ (544,680)</u>	<u>\$ 998,245</u>	<u>\$ 499,122</u>

Note 6 - Net Position**Restricted Net Position**

The Authority received capital grant contributions from the Inland Valley Development Agency during the years ended June 30, 2008 through 2011. The capital grant contributions were received with restrictions for Building No. 56, Mt. View Street, and Solar Power capital projects. In addition, the Authority holds a \$50,000 expendable endowment from the County of San Bernardino Flood Control District. This expendable endowment is to provide long-term conservation management over certain County property which was conveyed to the Authority in 2013. As the Authority recognizes expenses related to these capital projects, restricted net position is reduced. Net position restricted as of June 30, 2025 is as follows:

Net Position Restricted for Capital Projects	
Endowment	\$ 50,000
Building No. 56	65,368
Airport Capital Projects	562,347
Debt Service - 2021A/B	764,259
Less: Related Debt - 2021A/B	<u>(764,259)</u>
Total restricted net position	<u><u>\$ 677,715</u></u>

Note 7 - Condensed Combining Information

The following summarizes combining information for the Authority and SBIAA, Inc., which has been presented as a blended component unit, as of and for the year ended June 30, 2025.

Statement of net position as of June 30, 2025:

	Authority	SBIAA, Inc.	Eliminations	Total
Assets				
Total assets	<u>\$ 299,600,621</u>	<u>\$ 124,979</u>	<u>\$ (20,300)</u>	<u>\$ 299,705,300</u>
Liabilities				
Total liabilities	<u>24,178,471</u>	<u>34,919</u>	<u>(34,919)</u>	<u>24,178,471</u>
Deferred Inflows of Resources	<u>13,391,261</u>	<u>-</u>	<u>-</u>	<u>13,391,261</u>
Net Position				
Net investment in capital assets	270,686,918	-	-	270,686,918
Restricted for capital projects	677,715	-	-	677,715
Unrestricted	<u>(9,319,125)</u>	<u>90,060</u>	<u>-</u>	<u>(9,229,065)</u>
Total net position	<u><u>\$ 262,045,508</u></u>	<u><u>\$ 90,060</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 262,135,568</u></u>

San Bernardino International Airport Authority

Notes to Financial Statements

June 30, 2025

Revenues, expenses and changes in net position for the year ended June 30, 2025:

	<u>Authority</u>	<u>SBIAA, Inc.</u>	<u>Total</u>
Operating Revenue	\$ 87,629,847	\$ 29,850	\$ 87,659,697
Operating Expenses	101,643,655	48,431	101,692,086
Operating income (loss)	<u>(14,013,808)</u>	<u>(18,581)</u>	<u>(14,032,389)</u>
Net nonoperating revenues (expenses)	<u>(211,128)</u>	<u>-</u>	<u>(211,128)</u>
Income (loss) before contributions	<u>(14,224,936)</u>	<u>(18,581)</u>	<u>(14,243,517)</u>
Contributions	<u>1,303,565</u>	<u>-</u>	<u>1,303,565</u>
Change in net position	(12,921,371)	(18,581)	(12,939,952)
Net position, beginning of year, as previously stated	275,382,729	108,641	275,491,370
Restatement (Note 10)	<u>(415,850)</u>	<u>-</u>	<u>(415,850)</u>
Net Position, Beginning of year, as restated	274,966,879	108,641	275,075,520
Net position, end of year	<u>\$ 262,045,508</u>	<u>\$ 90,060</u>	<u>\$ 262,135,568</u>

Cash flows for the year ended June 30, 2025:

	<u>Authority</u>	<u>SBIAA, Inc.</u>	<u>Total</u>
Net cash used for operating activities	<u>\$ (1,345,409)</u>	<u>\$ (117,113)</u>	<u>\$ (1,462,522)</u>
Net cash used for capital and capital related financing activities	<u>(2,106,460)</u>	<u>-</u>	<u>(2,106,460)</u>
Net cash from investing activities	<u>220,535</u>	<u>-</u>	<u>220,535</u>
Net change in cash and cash equivalents	<u>(3,231,334)</u>	<u>(117,113)</u>	<u>(3,348,447)</u>
Cash and cash equivalents, beginning of year	<u>11,714,457</u>	<u>188,282</u>	<u>11,902,739</u>
Cash and cash equivalents, end of year	<u>\$ 8,483,123</u>	<u>\$ 71,169</u>	<u>\$ 8,554,292</u>

Note 8 - Risk Management

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Authority carries commercial insurance. Premiums are paid annually by the Authority. Claims liabilities are reported when it is probable that a loss has occurred, and the amount of the loss can be reasonably estimated. As of June 30, 2025, there were no such liabilities to be reported.

Note 9 - Related Party Transactions

The Authority shares certain common expenses with the Inland Valley Development Agency (IVDA), a related party by virtue of common control. These expenses, which include salaries, benefits, services, and supplies, are appropriately allocated between the two governments. The Authority's allocable share of the expenses paid by the IVDA are reported as due to related party and the IVDA's allocable share of the expenses paid by the Authority are reported as due from related party and are essentially short-term advances of working capital. The advances are non-interest bearing and due on demand. The amount due from IVDA at June 30, 2025 was \$338,661. The amount due to IVDA at June 30, 2025 was \$2,029,716. Included within the compensated absences liability is \$222,686 related to leave for IVDA employees, allocated to SBIAA.

Note 10 - Restatement**Change in Accounting Principle**

As of June 30, 2025, the Authority adopted GASB Statement No. 101, *Compensated Absences*. The provisions of this standard modernize the types of leave that are considered a compensated absence and provides guidance for a consistent recognition and measurement of the compensated absence liability. Therefore, the beginning balance of compensated absences was increased by \$415,850 and beginning net position was decreased by \$415,850 as of July 1, 2024. The effect of this change in accounting principle on beginning net position is described in the table below.

	July 1, 2024 As Previously Reported	Change in Accounting Principle	July 1, 2024 As Restated
Net Position	<u>\$ 275,491,370</u>	<u>\$ (415,850)</u>	<u>\$ 275,075,520</u>

Note 11 - Subsequent Event

On August 29, 2025, the first amendment to a services agreement (Services Agreement) for exclusive fuel aviation supplier services was executed between the Authority and Eastern Aviation Fuels, Inc. (dba Titan Aviation Fuels) for up to \$6 million of business development funds in exchange for the latter of an extended term period of five years with two additional five-year options to extend the term of the Services Agreement or when the Authority has purchased 375,000,000 gallons of bulk aviation fuel.

Supplementary Information
June 30, 2025

San Bernardino International Airport Authority

San Bernardino International Airport Authority
Supplementary Information
Schedule of General and Administrative Expenses
Year Ended June 30, 2025

General and Administrative	
Salaries and wages	\$ 3,905,576
Director's fees	7,959
Travel expenses	71,356
Dues and subscriptions	71,042
Meeting and conferences	120,635
Office expense	143,701
Advertising and marketing	1,449,071
Professional services:	
Legal	273,770
Accounting	54,696
Other	654,685
Telephone	252,112
Software	471,064
Other expenses	59,063
	<hr/>
Total	\$ 7,534,730
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San Bernardino International Airport Authority
 Supplementary Information
 Schedule of Operating and Maintenance Expenses
 Year Ended June 30, 2025

Maintenance and Operations	
Salaries and benefits	\$ 6,692,592
Security	1,402,159
ARFF services	1,325,076
Insurance	1,451,290
Hazardous waste removal	84,618
Communications	227,363
Fees	195,431
Gas/diesel/fuel	342,673
Janitorial	429,624
Lease expense	92,051
Maintenance and repairs	2,510,040
Professional Services:	
Other	65,777
Miscellaneous	58,667
Other expenses	58,136
Special event expenses	127,675
SBIA, Inc. expense	48,432
U.S. Customs	290,048
Utilities/maintenance fees	<u>1,664,579</u>
Total	<u><u>\$ 17,066,231</u></u>

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 9</p> <p>PRESENTER: Mark Gibbs, Director of Aviation</p>
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SUBJECT: APPROVE AN AGREEMENT WITH FUSE CONNECT, LLC TO PROVIDE IN-TERMINAL ADVERTISING SERVICES AT THE SAN BERNARDINO INTERNATIONAL AIRPORT

SUMMARY

Approval of this item would award a three (3)-year agreement with two (2)-additional, one (1)-year extension options to Fuse Connect, LLC (Fuse) to provide In-Terminal Advertising Concession (Concession) services within certain pre- and post-terminal screening areas. Fuse would develop an advertising program to enhance terminal media options and advertising strategies that include additional terminal investments and new non-aeronautical revenue streams to the airport.

RECOMMENDED ACTION(S)

Approve the form of agreement with Fuse Connect, LLC for In-Terminal Advertising Concession services for a three (3)-year term with two (2)-additional, one (1)-year extension options; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. The estimated advertising revenue for this agreement is included in the approved San Bernardino International Airport Authority (SBIAA) Fiscal Year 2025-26 Budget in Budget Class 43 – Other Airport Revenue. Approval of this agreement will provide forecasted net advertising revenue of \$8,100 to \$13,500 on an annual basis.

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

BACKGROUND INFORMATION

On December 18, 2025, the SBIAA Commission approved a solicitation seeking firms specializing in In-Terminal Advertising Services. From this solicitation, Fuse Connect, LLC (Fuse) submitted a compelling proposal leveraging their advertising expertise in a growing list of airports in the western United States, with a particular concentration in Southern California airports, including: Provo (PVU), Ontario International (ONT), Palm Springs International (PSP), Santa Barbara (SBA), San Luis Obispo Regional (SBP), Santa Maria (SMX), Rogue Valley International-Medford (MFR), Glacier Park International (FCA), and Salem (SLE). Fuse has consistently increased airport revenue for their clients through thoughtful advertising campaigns and proven in-market and community-first sales strategies tailored to each market area they serve.

The primary purpose of in-terminal advertising at San Bernardino International Airport is to optimize non-aeronautical revenue that contributes toward making the Airport as self-sustaining as possible through commercial advertising while at the same time enhancing travel and business in the region.

Fuse's proposal includes a strategic approach to developing and enhancing in-terminal media options. In addition to managing in-terminal advertising accounts, Fuse will install networking equipment, digital and static media displays, sign upgrades, and develop sponsorship opportunities using CRM tools to optimize the advertising program.

Fuse's Concession activity is estimated to generate \$18,000 - \$30,000 in gross advertising revenue annually with a 45/55 revenue split between SBD and Fuse, respectively.

As passenger traffic through SBD continues to grow, this advertising Concession opportunity with Fuse is intended to further expand messaging and revenue opportunities for SBD.

Staff recommends the SBIAA Commission approve the above recommended action.

Attachments:

1. Form of Agreement

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY

**CONSULTANT SERVICES AGREEMENT
Fuse Connect, LLC**

This AGREEMENT FOR CONSULTANT SERVICES (the "Agreement") is made and entered into effective _____, 2026 by and between the SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY, a joint powers authority created pursuant to Government Code Sections 6500, et seq., (the "SBIAA"), and Fuse Connect, LLC. (the "Consultant").

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

1. **SUPERVISION OF CONSULTANT.** The SBIAA staff designated in **Exhibit B** shall be responsible for the direction of any services to be performed by the Consultant and any Subcontractor to the Consultant under this Agreement. The Consultant shall not undertake any services under the terms of this Agreement unless instructed to do so by one of the staff members designated in Exhibit B. No other staff member is authorized by the SBIAA 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 shall automatically terminate _____ (the "Term"). The SBIAA reserves the right through the actions of the Chief Executive Officer of the SBIAA to terminate this Agreement at any time either with or without cause and at the sole convenience of the SBIAA upon delivery of notice of termination to the Consultant in accordance with Section 12; provided, however, that upon the effective date of any such termination, the SBIAA shall be responsible to pay and/or reimburse the Consultant for all services, materials and supplies as may have been furnished to the SBIAA through such termination date in accordance with the Scope of Services as referenced in Section 3.

3. **CONSULTANT SCOPE OF SERVICES.** The SBIAA hereby retains the Consultant to provide the consulting services set forth in the Scope of Services attached hereto as **Exhibit A** and incorporated herein by this reference. The Consultant hereby agrees to perform the services set forth in the Scope of Services in accordance with the terms of this Agreement. The Consultant shall perform the services as set forth in said Scope of Services within the time periods to be identified by the appropriate SBIAA representative.

4. PAYMENT AND REPORTING BY CONSULTANT.

A. As a condition to allowing the Consultant the privilege of engaging in commercial advertising concessions activities in the terminal, Consultant shall pay SBIAA a Concessions Fee in the amount of FORTY-FIVE PERCENT (45%) of all Gross Revenues arising from the operation of Consultant's commercial advertising concessions activities at the San Bernardino International Airport (SBD).

B. Gross Revenues: the term "Gross Revenues" as used in this Agreement, refers to the total amount of money or other consideration charged for, or received by the Consultant for (a) all services rendered, (b) all sales made, and/or (c) all transactions engaged in under this Agreement. In the case of (a), (b), or (c), such services, sales, or transactions resulted from, or were facilitated by, the activities of the Consultant under this Agreement. The following shall apply to the definition of "Gross Revenues": (a) The term "Gross Revenues" is intended to be all-encompassing and is intended to apply to the fullest extent of the money or consideration charged by or received by the Consultant for its activities under this Agreement or as facilitated by this Agreement, and includes, but specifically is NOT limited to:

(1) Fees, charges, and/or sales imposed by Consultant upon its customers.

(2) Percentage fees collected by Consultant from its customers, including any "pass-through" charges to a customer by which the Consultant recovers from the customer the 45% Concessions Fee, or any portion thereof, payable by the Consultant to SBIAA.

(3) Any money or consideration charged to a customer or received by the Consultant from a customer, whether on a cash or credit basis and whether such money or other consideration is actually paid to or is unpaid to the Consultant, with the Consultant being required to pay SBIAA the 45% Concessions Fee on any uncollected charges to Consultant's customers; and (b) If the Consultant does not charge a customer a cash amount or an amount of stated consideration if other than cash, or if SBIAA determines that the amount of consideration charged by a Consultant does not reflect the reasonable value of the services provided by the Consultant, SBIAA shall have the right to impute a value for Consultant's services under this Agreement and recover from the Consultant 45% of such imputed value.

(4) Exclusion from Gross Revenues: The only exclusion to the all-encompassing Concessions Fee are tips and taxes imposed by law which shall be separately stated and paid by customer and paid directly by the Consultant to the taxing authority.

The Concessions Fee is separate from any other Airport related fees which are required to be paid pursuant to the duly adopted SBIAA Fee Schedule.

C. The Consultant shall pay SBIAA for services performed by the Consultant under this Agreement each calendar month during the Term of this Agreement.

D. The Consultant shall submit payment under this Agreement to:

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

E. ANNUAL REPORTING: The Consultant shall, submit to SBIAA a report prepared by and certified by a licensed independent Certified Public Accountant as to the correct Gross Revenues per month and for the year for the Consultant's operations under this Agreement. Said report shall be prepared in conformity with the accounting principles generally accepted in the United State of America using the economic flow of resources measurement focus and the accrual basis of accounting. The report shall contain 12-full calendar months of operation under the percentage formula and any fraction of the first month. SBIAA may, upon request of the Consultant, allow the Consultant in the first year of operations to provide an Independent Auditor's Report conducted in accordance with auditing standards generally accepted in the United States applicable to financial audits or that portion of the year reflecting the fiscal year.

F. MONTHLY REPORTING: The Consultant shall submit a Monthly Gross Revenues Report accurately reflecting all Gross Revenues and a listing of all customers for the month, by the 10th calendar day of the month following the month in which the services were performed and the Gross Revenues for such services were received or accrued. Said report shall be prepared in conformity with the accounting principles generally accepted in the United State of America using the economic flow of resources and accrual basis of accounting. Each report shall be signed and attested to by a corporate officer equivalent to a chief financial officer or other authorized representative of the chief executive officer of the Consultant. The Concessions Fee due to SBIAA herein shall (a) be remitted together with this report, either by check drawn on a bank or in cash. Failure of the Consultant to accurately reflect Gross Revenues on the Monthly Report, or failure to remit the Concessions Fee in the correct amount along with the Monthly Report shall result in the automatic termination of this Agreement. In the event that there are no Gross Revenues from any month, the Consultant shall submit a report stating such fact.

G. AUDIT: SBIAA shall have the right to cause an audit, examination, or other engagement (Audit) provided for in the professional standards of the American Institute of Certified Public Accountant to determine the accuracy and completeness of reported Concessions Fees. The Consultant shall cooperate fully as demonstrated by timely and full access to people, records, information, and locations as determined by the engaged CPA firm. Audit costs will be paid as follows. Agreement Fees are overstated or equal to reported amounts – SBIAA shall pay the full cost of the Audit. Agreement Fees are understated by less than eight percent, the cost shall be borne equally between SBIAA and the Consultant. Understated Agreement Fees of eight percent (8.0%) or greater – Consultant shall pay the full cost of the Audit.

H. All information provided by Consultant will be held in strict confidence by SBIAA. Notwithstanding the prior sentence, Confidential Information. All information provided by Consultant specifically labeled as “confidential” or that would reasonably be presumed to be confidential (collectively, “Confidential Information”), that is learned by or disclosed to SBIAA will be kept strictly confidential by SBIAA and will not be used or disclosed to others without the express prior consent of Consultant; provided that SBIAA disclose Confidential Information as required by Laws, including as part of any open public meetings or records laws. Upon SBIAA’s receipt of a public records request for disclosure of any Confidential Information, SBIAA will notify Consultant of the SBIAA’s obligations pursuant to the Public Records Act. In the event Consultant desires to have any or all such documents not produced by SBIAA pursuant to the Public Records Act, Consultant shall take any and all such actions, at its sole cost and expense, to obtain an order from a court of competent jurisdiction to prevent the disclosure of any and/or all documents by SBIAA pursuant to the Public Records Act. This Paragraph shall survive the expiration or termination of this Agreement.

5. RECORDS RETENTION. Records, maps, field notes and supporting documents and all other records pertaining to the use of funds paid to the Consultant hereunder shall be retained by the Consultant and available to the SBIAA for examination and for purposes of performing an audit for a period of five (5) years from the date of expiration or termination of this Agreement or for a longer period, as required by law. Such records shall be available to the SBIAA and to appropriate county, state or federal agencies and officials for inspection during the regular business hours of the Consultant. If the Consultant does not maintain regular business hours, then such records shall be available for inspection between the hours of 9 a.m. and 5 p.m. Monday through Friday, excluding federal and state government holidays. In the event of litigation or an audit relating to this Agreement or funds paid to the Consultant by the SBIAA under this Agreement, such records shall be retained by the Consultant until all such litigation or audit has been resolved.

6. INDEMNIFICATION. The Consultant shall defend, indemnify and hold harmless the SBIAA, its officers, employees, representatives, and agents from and against any and all actions, suits, proceedings, claims, demands, losses, costs and expenses, including legal costs and attorney fees, for injury or damage of any type claimed as a result of the acts or omissions of the Consultant, its officers, employees, subcontractors and agents, arising from or related to performance by the Consultant of the services required under this Agreement.

7. INSURANCE. The Consultant shall maintain insurance as set forth in this Section 7 throughout the Term of this Agreement. The Consultant shall remain liable to the SBIAA pursuant to Section 6 above to the extent the Consultant is not covered by applicable insurance for all losses and damages incurred by the SBIAA that are caused directly or indirectly through the actions or inactions, willful misconduct or negligence of the Consultant in the performance of the services by the Consultant pursuant to this Agreement. These insurance policies must be issued by an insurance company or companies authorized to do business in the State of

California and maintain an AM Best rating of A (V) or better. Such insurance coverages shall be as follows:

(1) Worker's Compensation Insurance. The Consultant and each of its subcontractors shall maintain worker's compensation coverage in accordance with California workers' compensation laws for all workers under the Consultant's and/or subcontractor's employment performing work under this Agreement.

(2) Automobile Insurance. The Consultant and each of its subcontractors shall maintain comprehensive automobile liability insurance for owned, hired, and non-owned vehicles. The policy shall have combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000).

(3) Commercial General Liability Insurance. The Consultant shall maintain general liability insurance with no exclusions or limitations relating to SBIAA Premises or Operations, written on an "Occurrence" policy form. "Claims Made" coverage will not be acceptable to the SBIAA unless such coverages have been fully disclosed by the Operator, and reviewed by the SBIAA prior to the execution of this Agreement. The SBIAA reserves the right to refuse any "Claims Made" policy form. All Commercial General Liability Insurance policies shall provide coverage for bodily injury and property damage, including death, arising out of or relating to the products and/or services provided by the Consultant under this agreement. Limits of insurance shall not be less than \$1,000,000 per occurrence, \$2,000,000 aggregate.

(4) Additional Insured Endorsement. The "San Bernardino International Airport Authority" shall be named by endorsement as an "Additional Insured" under the Consultant's Commercial General Liability Insurance Coverage. The Additional Insured Endorsement must be on ISO Form CG 20 10 07 04 or an available equivalent acceptable to the SBIAA, with such modifications as the SBIAA may require. The Consultant's general liability coverage shall be primary.

(5) Prior to the commencement of any work by the Consultant, the Consultant shall deliver to the SBIAA all "Certificates of Insurance" evidencing the existence of the insurance coverage required herein. All coverages shall remain in full force and effect continuously throughout the Term of this Agreement. 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 the Consultant under this agreement, except upon thirty (30) days prior written notice to the SBIAA.

(6) Certificate Holder. The Certificate Holder shall read as follows:

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

8. OWNERSHIP AND REUSE OF DOCUMENTS AND OTHER MATERIALS AND INFORMATION. All maps, photographs, data, information, reports, drawings, specifications, computations, notes, renderings, designs, inventions, photographs, modifications, adoptions, utilizations, 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 be the sole property of the SBIAA, as of the time of their preparation and payment therefore by the SBIAA, and shall be delivered to the SBIAA upon written request to the Consultant. The Consultant shall not make use of any maps, photographs, data, information, reports, drawings, specifications, computations, notes, renderings, designs, inventions, photographs, modifications, adoptions, utilizations, correspondence or other documents and other materials whether for marketing purposes or for use with other clients when such have become the property of the SBIAA without the prior express written consent of the SBIAA except to the extent that such maps, photographs, data, information, reports, drawings, specifications, computations, notes, renderings, designs, inventions, photographs, modifications, adoptions, utilizations, correspondence or other documents are readily available to the general public as public records pursuant to State law.

Consultant shall execute, acknowledge and perform any and all acts which shall reasonably be required in order for SBIAA to establish unequivocal ownership of the maps, photographs, data, information, reports, drawings, specifications, computations, notes, renderings, designs, inventions, photographs, modifications, adoptions, utilizations, correspondence or other documents and record, register and procure an issuance in or to SBIAA's rights, title and/or interest.

9. PRESS RELEASES/PUBLICITY. Press or news releases, including photographs or public announcements, or confirmation of the same related to the services to be provided by the Consultant under this Agreement shall only be made by the Consultant with the prior written consent of the Chief Executive Officer of the SBIAA. Consultant shall not advertise, market or use other promotional efforts that include any data, pictures, or other representations of the SBIAA without the prior written consent of the Chief Executive Officer of the SBIAA.

10. CONFIDENTIALITY OF MATERIALS AND INFORMATION. The Consultant shall keep confidential all reports, survey notes and observations, information, and data acquired or generated in performance of the services set forth in the Scope of Services, which the SBIAA designates confidential. None of such designated confidential materials or information may be

made available to any person or entity, public or private, without the prior written consent of the SBIAA. Consultant shall safeguard and not disclose confidential information of the SBIAA including any of the following: (a) patient, trademark or copyright information; (b) personnel information; (c) matters of a technical nature; (d) matters of a business nature; and, (e) other information of a similar nature which is not generally disclosed by the SBIAA, referred to collectively hereafter as "Confidential Information." Consultant further agrees not to use Confidential Information except as may be necessary to perform the services identified in this Agreement for the SBIAA. Upon termination or expiration of this Agreement, or otherwise as requested by the SBIAA, Consultant shall promptly deliver all Confidential Information to the SBIAA, if any, in whatever form, that may be in Consultant's possession or control.

11. DEFAULT AND REMEDIES.

A. Failure or delay by any party to this Agreement to perform any material term or provision of this Agreement shall constitute a default under this Agreement; provided however, that if the party who is otherwise claimed to be in default by the other party commences to cure, correct or remedy the alleged default within seven (7) calendar days after receipt of written notice specifying such default and shall diligently complete such cure, correction or remedy, such party shall not be deemed to be in default hereunder.

B. The party which may claim that a default has occurred shall give written notice of default to the party in default, specifying the alleged default. Delay in giving such notice shall not constitute a waiver of any default nor shall it change the time of default; provided, however, the injured party shall have no right to exercise any remedy for a default hereunder without delivering the written default notice as specified herein.

C. Any failure or delay by a party in asserting any of its rights or remedies as to any default shall not operate as a waiver of any default or of any rights or remedies associated with a default. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties under this Agreement are cumulative and the exercise by any party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

D. In the event that a default of any party to this Agreement may remain uncured for more than seven (7) calendar days following receipt of written notice, as provided above, a "breach" shall be deemed to have occurred. In the event of a breach, the injured party shall be entitled to terminate this Agreement upon written notice to the other party, which termination shall be effective immediately upon receipt of such notice, and whether or not this Agreement is terminated, seek any appropriate remedy or damages available under applicable law.

12. TERMINATION.

A. This Agreement may be terminated by either party for any reason by giving the other party fifteen (15) calendar days prior written notice. The SBIAA shall pay the Consultant for all work authorized by the SBIAA and completed, prior to the effective termination date.

B. In the event of a termination of this Agreement under this Section 12, the Consultant shall provide all documents, notes, maps, reports, data or other work product developed in performance of the Scope of Services of this Agreement to the SBIAA, within ten (10) calendar days of such termination and without additional charge to the SBIAA.

13. NOTICE. All notices given hereunder shall be in writing. Notices shall be presented in person or by certified or registered mail using the United States Postal Service, return receipt requested, postage prepaid or by overnight delivery by a nationally recognized delivery service to the addresses set forth below. Notice presented by United States Mail shall be deemed effective on the third (3rd) business day following the deposit of such Notice with the United States Postal Service. This Section 13 shall not prevent the parties hereto from giving notice by personal service, which shall be deemed effective upon actual receipt of such personal service. Either party may change their address for receipt of written notice by notifying the other party in writing of a new address for delivering notice to such party.

CONSULTANT: Fuse Connect, LLC
6219 E Rocking Horse Way
Orange, CA 92869

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

14. COMPLIANCE WITH LAW. The Consultant shall comply with all local, state, and federal laws, including, but not limited to, environmental acts, rules and regulations applicable to the services to be provided by the Consultant under this Agreement. The Consultant shall maintain all necessary licenses and registrations for the lawful performance of the services required of the Consultant under this Agreement.

15. NONDISCRIMINATION. The Consultant shall not discriminate against any person on the basis of race, color, creed, religion, natural origin, ancestry, sex, marital status or physical handicap in the performance of the Scope of Services of this Agreement. Without limitation, the Consultant hereby certifies that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status of national origin.

Further, the Consultant shall promote affirmative action in its hiring practices and employee policies for minorities and other designated classes in accordance with federal, state and local laws. Such action shall include, but not be limited to, the following: recruitment and recruitment advertising, employment, upgrading and promotion. In addition, the Consultant shall not exclude from participation under this Agreement any employee or applicant for employment on the basis of age, handicap or religion in compliance with state and federal laws.

16. SUBCONTRACTORS AND/OR SUBCONSULTANTS. The Consultant recognizes and agrees that it has the affirmative duty to disclose the company name, company address, names and titles of principals, key management and supervisory personnel of all subcontractors and/or subconsultants, and other persons, entities, agents, representatives and intermediaries (collectively, "Subcontractors") who may be participating in any manner in the Scope of Services to be rendered by the Consultant pursuant to the terms of this Agreement. The definition of Subcontractors shall also include any and all others persons who may attempt to influence any decision intended to be made by the governing body of the SBIAA with regard to the funding, other discretionary actions or additional approvals associated with this Agreement and the Scope of Services whether or not such other parties are seeking compensation from the Consultant in furtherance of the Scope of Services pursuant to this Agreement. All such Subcontractors shall be disclosed in writing by the Consultant to the Assistant Secretary of the SBIAA Commission, immediately upon Consultant entering into any agreement or contract, either written or oral, with each such Subcontractor. It is the obligation of the Consultant to so disclose to the Assistant Secretary of the Commission any and all Subcontractors, as defined above, throughout the Term of this Agreement. Failure on behalf of the Consultant and/or its agents, representatives and intermediaries to comply with this Section 16 shall result in the inability of SBIAA staff to authorize and/or submit to the SBIAA governing body any amendments, change orders, extensions of time, etc., relative to this Agreement.

The Consultant acknowledges the obligations as set forth in this Section 16 by the initials of the agent signing on behalf of the Consultant appearing below:

(initial here)

17. CONSULTANT AND EACH SUBCONTRACTOR ARE INDEPENDENT CONTRACTORS. The Consultant shall at all times during the performance the services described in Exhibit A be 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 the services described in Exhibit A. Consultant is entirely responsible for the immediate payment of all subcontractor liens.

18. 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 18 by the initials of the agent signing on behalf of the Consultant appearing below:

(initial here)

19. 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 19 by the initials of the agent signing on behalf of the Consultant appearing below:

(initial here)

20. FAIR POLITICAL PRACTICES COMMISSION FORMS AND FILINGS. The provisions of this Section 20 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 Assistant Secretary of the Commission, 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 Assistant Secretary of the Commission any reporting form or filing published and/or required by the FPPC which SBIAA legal counsel or the Assistant Secretary of the Commission 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 Assistant Secretary of the Commission, 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 20, 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 20 by the initials of the agent signing on behalf of the Consultant appearing below:

(initial here)

21. CONSULTANT INTERESTS ADVERSE TO THE SBIAA. Consultant hereby represents that it has no interests adverse to the SBIAA or its individual member entities, at the time of execution of this Agreement. Consultant hereby 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. Additionally, Consultant hereby represents and warrants to SBIAA that Consultant and any partnerships, individual persons or any other party or parties comprising Consultant, together with each subcontractor who may hereafter be designated 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 the SBIAA as set forth in this Agreement.

22. TITLE VI – NONDISCRIMINATION PROVISIONS

A. GENERAL CIVIL RIGHTS PROVISIONS. In all its activities within the scope of its airport program, the Consultant agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited

English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

B. Title VI List of Pertinent Nondiscrimination Acts and Authorities. During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately

high and adverse human health or environmental effects on minority and low-income populations);

- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

C. Compliance with Nondiscrimination Requirements. During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest agrees as follows:

1. **Compliance with Regulations:** The Consultant (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.
2. **Nondiscrimination:** The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant will not participate 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.
3. **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 will be notified by the Consultant of the contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Consultant will 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 to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a

contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Consultant will so certify to the SBIAA or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of a Consultant's noncompliance with the non-discrimination provisions of this contract, the SBIAA will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Consultant under the contract until the Consultant complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Consultant will include the provisions of paragraphs one through six 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 will take action with respect to any subcontract or procurement as the SBIAA or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Consultant may request the SBIAA to enter into any litigation to protect the interests of the SBIAA. In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

23. **SEVERABILITY.** Each and every section of this Agreement shall be construed as a separate and independent covenant and agreement. If any term or provision of this Agreement or the application thereof 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 thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

24. **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 herein. The parties intend this Agreement to be the final expression of their agreement with respect to the subjects covered herein and a complete and exclusive statement of such terms.

25. **AMENDMENT OR MODIFICATION.** This Agreement may only be modified or amended by written instrument duly approved and executed by each of the parties hereto. Any such modification or amendment shall be valid, binding and legally enforceable only if in

written form and executed by authorized representatives of each of the parties hereto, following all necessary approvals and authorizations for such execution.

26. GOVERNING LAW. This Agreement shall be governed by the laws of the State of California. Any legal action arising from or related to this Agreement shall be brought in the Superior Court of the State of California in and for the County of San Bernardino.

27. 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.

28. CAPTIONS. The captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any provision of this Agreement.

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

30. REPRESENTATIONS OF PERSONS EXECUTING AGREEMENT. The person(s) executing this Agreement warrant that he/she/they is/are duly authorized to execute this Agreement on behalf of and bind the parties each purports to represent.

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

32. EFFECTIVENESS OF AGREEMENT AS TO THE SBIAA. This Agreement shall not be binding on the SBIAA until approved by the SBIAA Commission, approved as to form and legal content by SBIAA legal counsel, signed by the Chief Executive Officer and signed by an authorized representative of the Consultant.

33. 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. The SBIAA reserves the discretion and the right to determine the amount of services to be performed by the Consultant for the SBIAA under this Agreement, including not requesting any services at all. This Agreement sets forth only the terms upon which any such services will be provided to the SBIAA by the Consultant, if such services are requested by the SBIAA, as set forth in this Agreement.

///

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, two identical counterparts of this Agreement, each of which shall for all purposes be deemed an original thereof, have been duly executed by the authorized signatures of the officers of the parties hereinabove named, on the day and year first herein written.

SBIAA

Dated: _____

San Bernardino International Airport Authority,
a joint powers authority

By: _____
Michael Burrows, Chief Executive Officer

ATTEST:

Jillian Ubaldo,
Assistant Secretary of the Commission

Approved as to form and legal content:

Scott Huber: Legal Counsel

Consultant

Dated: _____

Fuse Connect, LLC

By: _____
Name:
Title:

EXHIBIT A

SCOPE OF SERVICES

Fuse Proposal

&

RFQ – February 10, 2026

DRAFT



REQUEST FOR PROPOSALS

SBD Airport Advertising Concession Program

CONTACT:

Scott Jacobson
jacobson@fuseadvancement.com
+1 (213) 800-5883

FUSE

Scott Jacobson

CEO & Founder
Fuse Connect LLC

Dear Selection Committee,

Fuse Connect LLC (“FUSE”) is pleased to submit our proposal to manage the advertising program at San Bernardino International Airport (SBD). As specialists in in-terminal advertising and strategic partnerships for small- and medium-hub airports, FUSE has a proven track record of increasing non-aeronautical revenue, modernizing digital infrastructure, and developing innovative partnerships that enhance the passenger experience while reflecting the unique character of each community we serve.

This opportunity is particularly meaningful to us because of our strong presence in the Inland Empire. FUSE currently manages the advertising and partnerships program at Ontario International Airport (ONT), where we work closely with many of the region’s leading companies, brands, and community organizations. Through our work at ONT, we have developed strong relationships with businesses throughout the Inland Empire and are well positioned to bring those relationships and opportunities to SBD. In addition, we manage the advertising program for PVU, one of the non-stop routes from SBD. This potentially unlocks opportunities to connect with the business community in Provo to advertise at SBD.

FUSE currently manages advertising and partnership programs at Ontario International Airport (ONT), Santa Barbara Airport (SBA), Palm Springs International Airport (PSP), Provo Airport (PVU), Rogue Valley International-Medford Airport (MFR), San Luis Obispo County Regional Airport (SBP), Glacier Park International Airport (FCA), Salem Airport (SLE), and Santa Maria Public Airport (SMX). Across these airports, we have consistently increased program revenue, introduced modern digital networks, and thoughtfully integrated advertising opportunities into the passenger environment.

Our approach to SBD is centered on several key priorities:

First, FUSE is committed to maximizing non-aeronautical revenue through our proven In-Market and Community-First sales strategy tailored specifically to the San Bernardino and Inland Empire markets. By leveraging strong regional relationships alongside national brand partnerships, we will generate sustainable financial growth while cultivating meaningful partnerships that benefit both the airport and the surrounding community.

Second, FUSE will enhance the passenger experience by introducing thoughtfully designed advertising locations that complement SBD's terminal environment while enhancing its visual appeal and overall ambiance. The Airport has high impact digital locations in the arrival area and we will look to enhance the digital offerings in the concourse/gate hold areas as well. Additionally, we will look to identify any outdoor locations that could provide additional revenue opportunities. Our philosophy is that advertising should feel like a natural extension of the passenger experience. Through engaging campaigns, creative storytelling, and occasional experiential activations, we aim to create moments that resonate with travelers while maintaining the welcoming atmosphere of the airport.

Third, FUSE is committed to supporting local and diverse businesses. As a minority-owned business, we are dedicated to creating opportunities for local, minority-owned, women-owned, and small businesses to participate in airport advertising programs. We will also seek opportunities to engage local vendors for services such as signage production, installation, and in-terminal activations whenever possible, ensuring the program reflects and supports the broader San Bernardino community.

Finally, FUSE will operate as a collaborative extension of the SBD team. Our staff has extensive experience working within secure airport environments and maintaining strict compliance with airport regulations and security protocols. FUSE will ensure that designs of the advertising displays comply with SBIAA advertising policies and all federal, state and local laws, including, but not limited to the Americans with Disabilities Act ("ADA") and ADA standards and guidelines. Our team currently also holds security badges at all of our Airports.

To support this initiative, we propose a revenue-sharing structure of 55% to FUSE and 45% to SBD, aligning our incentives with the airport's success and ensuring we remain fully invested in growing the program over time.

We appreciate the opportunity to present our vision for the advertising program at San Bernardino International Airport and look forward to the possibility of partnering with SBD to create a program that drives revenue, strengthens community connections, and enhances the passenger experience



Scott Jacobson, CEO



ABOUT FUSE

FUSE

DESCRIPTION OF FIRM

Fuse Connect, LLC. (hereinafter, "Fuse") is a Southern California-based airport advertising service and solutions provider. Our organizational structure is designed to support a specialized and relationship-focused approach to airport advertising. Since our founding in 2020, we have refined our operational model to prioritize community-centric and mutually beneficial partnerships that align with our airports' strategic objectives.

COMPANY VALUES



Relationships

We believe the relationships we build and foster are central to our work. We commit to growing our relationships so that true win-win scenarios are paramount in all that we do.



Growth

We are committed to being lifelong learners and constantly striving to improve ourselves, our business, and our relationships with our partners.



Service

We are committed to providing exceptional service to our employees, customers, and clients, and strive to make a positive impact in our communities.



Adventure

We believe in living a fulfilled life through embracing new experiences. We seek and promote opportunities for adventure that allow us to be more productive and make a more meaningful contribution to our partners.



Diversity, Equity and Inclusion

At Fuse, we believe that promoting diversity, equity, and inclusion leads to increased cultural awareness and mutual respect. These principles are integral to our culture, and we demonstrate our commitment to them by creating a welcoming and respectful work environment, cultivating DEI-focused advertising partnerships and driving community development through involving Non-Governmental Organizations (NGOs). **Fuse Connect, LLC. is a MBE certified minority owned business (SC51299)** and is an active member of AMAC.



Purposeful relationships
& community partners
ARE OUR FOUNDATION.

QUALIFICATIONS

Community-Focused Skillset

At Fuse, we are passionate about understanding our clients' core values and building on what makes them unique. We employ a viable, adaptable, and innovative process that balances tradition with forward-thinking approaches. Centered on idea-driven solutions, community engagement, and partnership development, we collaborate with organizations across industries to help them evolve toward a brighter future.

Technology Driven

Fuse has a proven track record of enhancing advertising strategies in airports by seamlessly integrating technology. Utilizing various forms of digital displays and a propriety backend programmatic system, Fuse ensures optimized ad placements that effectively capture attention and boost engagement.

Partnership Experience

Since 2020, Fuse has applied this proven approach within the aviation industry, developing relationship-based advertising programs at ten airports across California, Montana, Oregon and Utah. Each partnership benefits from over 35 years of combined experience in fundraising, sponsorships, sales, and marketing for nonprofit and government organizations, including several universities.

Revenue Impact

Fuse has made a notable impact at each of its partner airports, breaking revenue records across all locations. In several cases, we significantly increased revenue while simultaneously establishing partnerships that enhance the passenger experience and foster goodwill within the surrounding communities.

AIRPORT PORTFOLIO

Since 2020, Fuse has executed advertising and partnership agreements with ten commercial airports: Glacier Park International (FCA), Ontario International (ONT), Palm Springs International (PSP), Provo (PVU), Rogue Valley International Medford (MFR), Santa Barbara (SBA), San Luis Obispo County Regional (SBP), Santa Maria Public (SMX), Charles M. Schulz Sonoma County (STS), and Salem-Willamette Valley (SLE). We pursue airport partnerships strategically, focusing on markets where our in-region capabilities allow us to deliver strong, measurable results. Each program is developed through a tailored approach that reflects the mission, vision, and community profile of the airport and its region.



ONTARIO INT'L AIRPORT

Overview

In 2020, Fuse was brought on to assist Ontario International Airport (ONT) with the transition of its advertising program. Fuse began working with ONT at the height of the pandemic—a particularly challenging time for airport advertising. Despite the difficult environment, Fuse successfully guided the program to increased revenue, ultimately reaching an annual total of \$2.3 million—significantly higher than in previous years. ONT is now experiencing record advertising revenue, a result achieved through the following key initiatives:

- Advertising Inventory and Pricing Audits
- Up-leveling the Digital Infrastructure
- Proactive Selling Campaigns
- Strategic Community Partnerships

Below are a series of case studies to provide more insight in Fuse's work

Innovative Advertising Partnerships

Fuse has established advertising partnerships that go beyond traditional transactional arrangements. These include UCR Health's remodeled nursing rooms at ONT, Santo Spirits' audio welcome message by Sammy Hagar, artist installations in collaboration with Claremont Graduate University, activations with Brewery X, Red Bull's in-terminal events during Coachella, and a campaign with the Riverside Art Museum featuring Cheech Marin. In addition to private-sector brands and companies, we have also secured paid public partnerships with the County of San Bernardino, the City of Riverside, and Discover IE (Inland Empire). A recent highlight is our partnership with the California Science Center, which created an immersive experience for ONT passengers.

Good Day LA

Fuse secured a unique three-year partnership between ONT and Fox 11/Good Day LA, valued at \$1 million annually in media coverage and exposure. The agreement features a live camera feed from ONT during broadcasts, regular airport-focused segments, and a weekly "Barking Lot" feature highlighting traveling pets. The partnership has since expanded to include collaborative events and broader regional news coverage.



Up-leveling the Digital Experience

Fuse has not only elevated the relationships but also the physical advertising assets at each airport. Fuse worked with ONT to install a new high impact digital wall in the international arrival area specifically targeting the growing international travel at ONT. The ROI was immediate and the new network has been attractive to brands trying to reach the international traveling passengers. We recently completed installation of large format LED screens (20ft X 5ft) throughout the terminals that will create new revenue streams and up-level the passenger experience.

SANTA BARBARA MUNICIPAL AIRPORT

Overview

In March 2022, Fuse was awarded a three-year contract (with a two-year extension option) to oversee the advertising program at Santa Barbara Airport (SBA). SBA leadership sought an advertising concessionaire capable of increasing revenue while fostering creative community partnerships throughout the greater Santa Barbara region. Current fiscal year revenue is approaching \$500,000—a record for SBA, compared to approximately \$125,000 prior to Fuse’s involvement. The following section presents case studies highlighting our work with SBA.

Reimagined Static Advertising

Fuse also worked with SBA to identify and activate new advertising spaces while maintaining respect for regional architecture and terminal aesthetics. Fuse worked with Fig Mountain Brewery and SBA to get the airport and community buy-in to activate a large archway in a central area in the terminal in a manner that was complimentary to the architecture of the airport.



In-terminal Interactive play space as part of a community partnership with MOXI

Up-leveling the Digital Experience

As part of the contract, Fuse invested in enhancing the passenger experience through a series of digital infrastructure upgrades and the introduction of new creative static advertising opportunities. The first phase of the digital refresh involved replacing all existing digital displays with larger, commercial-grade screens. These new screens were integrated into a centralized network, enabling real-time content uploads from any remote location. The second phase introduced an arrivals digital network, including the installation of a state-of-the-art LED board in the baggage claim area (photo below).



Community Partnerships

Fuse has fostered long-term community partnerships for SBA, including collaborations with Autio, featuring a welcome message from Kevin Costner, and MadeWest Brewery, creating artistic murals and digital ads. Fuse also partnered with YouthWell to promote mental health resources during National Mental Health Awareness Month, the Santa Barbara Maritime Museum to showcase Bob Evans’ marine life photography, and MOXI Children’s Museum by developing an interactive play space in the terminal—enhancing community engagement while driving revenue.

PALM SPRINGS INT'L AIRPORT

Overview

In 2023, Fuse took over the advertising program at Palm Springs International Airport following a successful RFP submission. Fuse has assumed responsibility for overseeing all aspects of this program, including capital investments, network management, and program management. In the first year, the Fuse team successfully executed an onboarding plan that has set the program up for success leading to nearly \$1.3 million revenue in FY24'. In FY25' Fuse achieved a record breaking year of 1.57 million. The following is a series of case studies for our work at PSP.

Reimagined Advertising Program

Fuse has made significant investments in digital infrastructure as well as static opportunities at PSP with a commitment of \$400,000 in CapEx. Our vision was to transform the advertising program into a dynamic one that seamlessly integrates digital technology. This investment enabled us to provide advertisers with impactful advertising opportunities to engage with travelers effectively.



Updated Baggage Claim Advertising opportunities at PSP



Re-naming a Concourse

During the RFP process with PSP, strategic partnerships and naming rights were key goals. After conducting due diligence to identify organizations with deep roots in the Coachella Valley, Agua Caliente Resort and Casino was selected to rename one of the Airport's Terminals. This partnership resulted in a groundbreaking advertising/naming rights deal valued at nearly \$1.5 million over 3 years setting a new precedent for future opportunities.

Unique Partnerships - KGAY/Pride Week

Fuse partnered with local radio station KGAY to create a unique activation during Palm Springs Pride Week, featuring a live DJ set to welcome passengers arriving at the airport.



A landscape photograph showing rolling hills under a clear blue sky. The foreground is filled with numerous yellow wildflowers on green stems. The hills in the background are covered in sparse vegetation and appear to be made of light-colored soil or rock. A dark blue horizontal band is overlaid across the top portion of the image, containing the text 'THE FUSE TEAM' in white.

THE FUSE TEAM

FUSE

AUTHORIZED REPRESENTATIVE

Name: Scott Jacobson

Title: Founder & CEO

Contact Phone: 213-800-5883

Contact Email: jacobson@fuseadvancement.com

Address: 8502 East Chapman Suite #645, Orange, CA. 92869

FUSE TEAM

Meet our team of relationship-builders, operations experts, marketers, doers, and problem solvers. The Fuse team is highly skilled and dedicated to providing SBD, its advertisers, and the surrounding community with exceptional service, resulting in an exciting program that attracts widespread participation. With every airport partner, our approach is to integrate seamlessly into the organization, ensuring that the advertising program complements other departments such as marketing, concessions, and customer experience. Fuse staff regularly attend community events, including airport staff meetings, airport commission meetings, and chamber of commerce functions. We look forward to working with you in the future.



SCOTT JACOBSON
CEO



**DR. ALEJANDRO
GARFIO**
President



KEITH SCOTT
Director of Strategy
& Operations



CUYAPI SCOTT
VP of Marketing and
Communications



CHUCK GROSS
Financial Officer



DUSTIN CARIS
Director of Sales



ERIN FASHING
Airport Success Manager



BARNABAS
Chief Puppy Officer

STAFFING



ERIN FASHING
Airport Success Manager



SCOTT JACOBSON
Strategic Partnerships



DUSTIN CARIS
Sales

The following outlines the core Fuse team dedicated to supporting San Bernardino International Airport, including Erin, Scott, and Dustin. This team has been intentionally assembled based on their deep knowledge of the region, complementary skill sets, and close proximity to the airport, allowing them to provide responsive and informed support. The broader Fuse team will also provide additional resources and expertise as needed to ensure the continued success of the program.

Erin Fashing: Erin will provide a local presence for Fuse at SBD. Her responsibilities include local sales, on-site support within the terminal, installation coordination, and troubleshooting or diagnosing maintenance issues.

Dustin Caris: Dustin will serve as lead on revenue strategy for SBD and will liaise with airport leadership. He will develop a detailed sales and staffing support plan to meet revenue targets at SBD.

Scott Jacobson: Scott will serve as lead on strategic partnerships at SBD. Scott has overseen major partnerships including FOX 11 Good Day LA, the California Science Center and Brewery X at ONT as well as the Agua Caliente Naming Sponsorship at PSP.

Our team is excited to begin working with SBD, and we believe this group is well positioned to build a successful and impactful advertising program that delivers long term value for the airport.



REFERENCES

FUSE

REFERENCES

Reference No. 1:

Firm/Company Name: Ontario International Airport

Contact Name & Title: Atif Elkadi, CEO

Contact Email: aelkadi@flyont.com

Contact Number: 858-361-9319

Address:

1923 E Avion St, Ontario, CA 91761

Reference No. 2:

Firm/Company Name: Palm Springs International Airport

Contact Name & Title: Harry Barrett, Executive Director

Contact Email: harry.barrett@palmspringsca.gov

Contact Number: 816-785-1378

Address:

3400 East Tahquitz Canyon Way, Suite 1

Palm Springs, CA 92262

Reference No. 3:

Firm/Company Name: Santa Barbara Municipal Airport

Contact Name & Title: Christopher Hastert, Airport Director

Contact Email: chastert@santabarbaraca.gov

Contact Number: (805) 692-6003

Address:

601 Firestone Rd, Santa Barbara, CA 93117



PROGRAM PLAN

FUSE

SCOPE OF WORK

Introduction

This section outlines Fuse’s vision for managing the advertising concessions program at San Bernadino International Airport (SBD). Fuse is committed to developing an advertising program that reflects the spirit of the Greater San Bernadino Area. Our approach goes beyond traditional airport advertising by emphasizing local partnerships, creative storytelling, and innovative technology. We aim to attract new advertisers, enhance the traveler experience, and modernize SBD’s digital presence—all while honoring the welcoming, regional charm that makes the airport feel like home.

Context

SBD is emerging as a strategic gateway to the dynamic economy, vibrant communities, and diverse landscapes of the Inland Empire and greater Southern California. Positioned within one of the fastest-growing regions in the state, it plays a vital role in connecting residents and businesses to key domestic and international markets. As new travelers and increasingly diverse passenger demographics engage with the region, significant and untapped opportunities exist to elevate the airport’s advertising program. SBD has already installed modern, high-impact advertising displays and now the opportunity exists to take the program to the next level.

SBD has a unique opportunity to innovate while reflecting the entrepreneurial spirit and diverse character of Southern California and the airport’s distinctive local character. As SBD continues to grow, it is ideally positioned to form meaningful advertising partnerships

with both Inland Empire businesses and national brands, creating long-term, mutually beneficial relationships. With an evolving passenger base, SBD is ready to build an advertising program that connects travelers to the people, products, and experiences that make Southern California special.

Fuse Task 1: Gap Analysis

Our approach at SBD focuses on gaining a deep understanding of the airport and its community to enhance the advertising program. Fuse conducts a gap analysis to assess the program’s current state, identify opportunities for improvement, and create a roadmap for future growth. This process includes:

- Conducting interviews with airport staff
- Engaging with current advertisers to gauge their advertising experience
- Analyzing digital and static ad opportunities for strong ROI
- Reviewing the pricing model in relation to passenger traffic
- Meeting with local leaders to align with regional goals

We recommend ongoing collaboration with key stakeholders to establish priorities, set goals, and explore innovative advertising solutions that support SBD’s growth.

Fuse Task 2: Advertising Display Enhancements

Fuse has successfully developed and managed digital, static, and innovative advertising installations at airports including FCA, ONT, MFR, PSP, SLE, SBP, SMX, and SBA. At SBD, we will work closely with airport staff to identify and implement impactful advertising locations that complement the

airport's unique aesthetic and the surrounding community. Fuse proposes the implementation of our backend networking system to ensure all advertising content is synchronized, uniform, and visually consistent; this system will also enable Fuse to efficiently schedule, update, and remove content remotely. We will leverage the existing digital assets already in place and look for opportunities to enhance the program.

Fuse Task 3: Program Transition

A key element of the advertising program at SBD is working closely with airport leadership to create a smooth transition plan. Based on a thorough gap analysis, Fuse will collaborate with SBD and key stakeholders to ensure a seamless shift. Key components of the transition include:

- Meeting with current advertising partners to understand their goals
- Reissuing contracts & onboarding
- Evaluating and updating static and digital ad locations
- Implementing Fuse's new static and digital ad plan
- Partnering with a local graphic company for production and installation

Fuse Task 4: Marketing, Advertising Partnerships, & Sales Approach

Fuse's approach focuses on deepening local connections to promote advertising opportunities that highlight the culture and businesses of the Greater San Bernardino Area and Southern California, while also expanding relationships with national brands to enhance the program.

Local/Regional: A strong, sustainable program starts with regional and community partnerships, fostering a genuine connection with travelers.

National: While SBD's current passenger volume means the program will be primarily driven by local and regional advertisers, FUSE will leverage its national brand and agency relationships to pursue select opportunities that align with the airport's market and passenger profile.

Key Verticals: We focus on core industries like healthcare, education, hospitality, and retail to drive revenue and attract interest from a broader range of advertisers.

Community Engagement: Fuse dedicates time each month to building local relationships, attending meetings, and integrating into the community, positioning ourselves as part of the SBD team.

Pricing Strategy: Our approach includes reviewing current pricing during the gap analysis and maintaining existing rates for the first year, ensuring smooth relationship-building with partners. We collaborate with the airport on any necessary pricing adjustments.

Sales Approach: Fuse prioritizes face-to-face meetings with advertisers to understand their goals and create bespoke opportunities, driving long-term spending growth.

Advertiser Management: Fuse will independently manage all advertiser relationships, agreements, and any issues that may arise, ensuring SBD staff are not burdened and that the airport carries no liability, as all contracts are executed directly with Fuse.

Fuse Task 5: SBD Program Management

Fuse is fully committed to managing all aspects of the advertising program at SBD, ensuring a seamless transition and smooth ongoing operations. We will collaborate with SBD leadership to finalize contracts and invoicing, all managed through our tailored CRM system.

Contracting: Fuse works closely with airport leadership and legal teams to develop and approve advertising contracts, which are then uploaded to our CRM system for easy access and tracking.

Invoicing: Fuse ensures timely invoicing at the start of each month, with our CFO overseeing the process. All invoices are tracked in our CRM for efficient reporting.

CRM: Our custom CRM system, including the FuseWithUs.com portal, allows partners and advertisers to easily access and review contract details.

Media & Interactive Guides: Fuse works with our branding team to create engaging media guides that tell the airport's story to potential advertisers.

Fuse Task 6: Reporting - Advertising Management

Fuse is committed to providing high-level professional reporting and updates and will work with SBD to determine the schedule of these reports.

This process can be achieved through various channels, including the following:

- Fuse to provide monthly sales reports with rates, names, and terms which will be generated from our CRM

- Fuse recommends frequent standing meetings with SBD staff to discuss the program
- Fuse can present to the airport commission to provide updates on the progress of the program at any time requested; and
- Fuse will conduct comprehensive annual reviews with the airport as they are critical to the success of the program.
 - We commit to meeting with SBD to receive feedback, share ideas, and collaborate on improvements and innovative ways forward.

Summary

Fuse is excited to apply its approach at SBD to create a best-in-class airport that results in an enhanced passenger experience, an increase in revenue, and continued visibility for the Airport. Through our people, process, and technology, Fuse provides a highly tailored service that meet the needs of SBD.

"We have never partnered with another group that has been more invested in our success than Fuse. They are constantly bringing additional value to make our investment dollars go further; whether that be with events in their unique spaces, new signage applications, or other unique ways to reach our target audience. Partnering with Fuse was one of the best choices we have ever made.

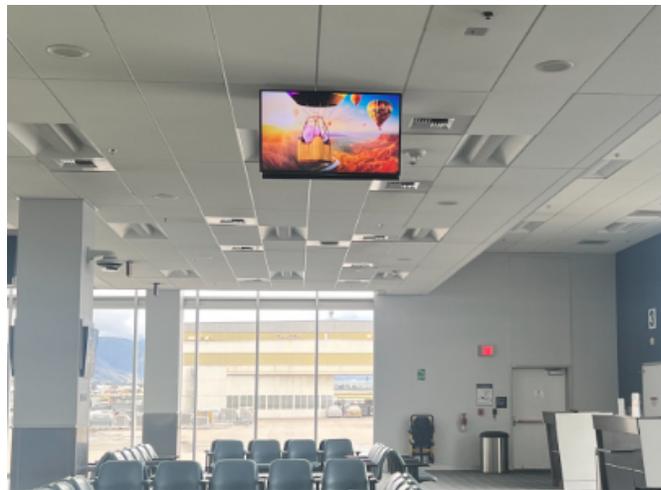
-Andy Wile, Marketing Director,
Walters Automotive

SBD ADVERTISING OPPORTUNITIES

Fuse is committed to increasing revenue for SBD through the strategic implementation of high quality digital advertising assets, while preserving the airport's unique aesthetic and ensuring the terminal environment remains open, clean, and unobstructed. We believe advertising should enhance, not detract from, the overall passenger experience. SBD has already laid a strong foundation for success with its current advertising locations. Building on that momentum, Fuse believes that by incorporating our proprietary media players, syncing the digital networks, and adding a few high-impact static placements, the airport has an opportunity to meaningfully increase non-aeronautical revenue. Our approach is centered on smart growth, quality over quantity emphasis, fewer locations with stronger impact, and modern formats that resonate with today's travelers. The following outlines our proposed work plan.

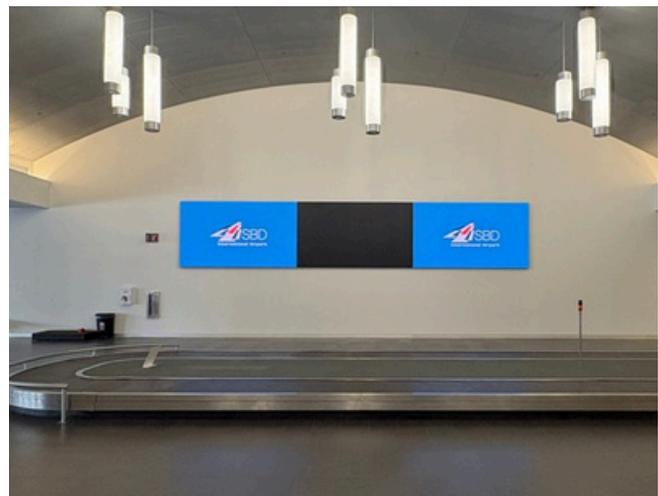
Enhanced Concourse Digital Network

SBD currently features a concourse network consisting of four screens. Fuse proposes installing our media players to each screen, and syncing this with the 2x2 video wall to create an advertiser friendly platform. With power and data infrastructure already in place, Fuse can make an immediate impact by networking and synchronizing the screens to deliver cohesive, high impact content. Additionally we will look to install a larger 75" commercial grade screen to create a more impactful concourse network.



Baggage Claim Digital Impact Wall

Fuse can transform the existing LED wall in baggage claim into a powerful, high impact takeover moment that immediately captures attention as passengers arrive. Rather than segmenting the LED into three separate sections, Fuse proposes offering the wall as a full, cohesive digital canvas, creating a bold and immersive brand experience. This approach would generate stronger interest from larger regional brands such as Yaamava' Resort & Casino and other destination partners seeking dominant, memorable exposure in a high dwell time environment.



ADVERTISING OPPORTUNITIES

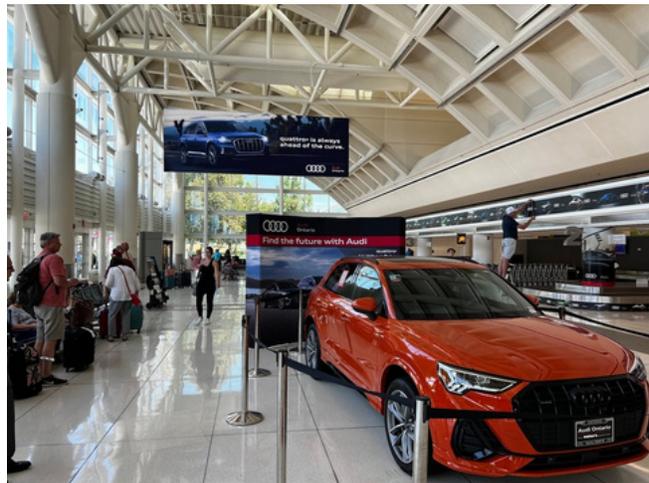
Static Sign Upgrades

SBD could benefit from incorporating a handful of strategic static locations, including vinyl wraps and modern tension fabric displays, to create a more balanced and elevated program. These impactful placements support larger and longer advertising buys while enhancing overall aesthetics. Fuse would work hand in hand with airport staff to thoughtfully identify and implement these strategic locations.



SBD Sponsorship Opportunities

At SBD, Fuse will partner closely with airport leadership to identify impactful activations, sponsorships, and in terminal placement opportunities that enhance the passenger experience while generating additional revenue for the airport. These activations could include experiential displays such as a local car dealership featuring a vehicle showcase, a seasonal ski or mountain activation in partnership with Big Bear, or other branded installations that create engaging moments for passengers within the terminal. Through thoughtful sponsorship integration, Fuse can develop unique programs that not only drive non aeronautical revenue, but also bring energy, storytelling, and a sense of place to the SBD terminal environment.



REVENUE PROJECTIONS

Fuse conducted thorough market-research to understand potential advertising revenue that can be generated at SBD. The potential revenue is dependent on two key factors: 1. the amount of impressions or rather, the number of people in a given area that will see the ad, and 2. the relative cost of other advertising opportunities in the area. Impressions and relative cost determine how prices are set. Through our assessment, SBD can generate anywhere from \$18,000 to \$30,000 in gross advertising revenue annually.

SBD Advertising Program 5-Year Gross Revenue Projections						
Year 1	Year 2	Year 3	Year 4	Year 5	Total	Description
\$23,760.00	\$24,948.00	\$26,195.40	\$27,505.17	\$28,880.43	\$131,289.00	Gross Revenue
\$13,068.00	\$13,721.40	\$14,407.47	\$15,127.84	\$15,884.24	\$72,208.95	Fuse Revenue (55%)
\$10,692.00	\$9,979.20	\$10,478.16	\$11,002.07	\$11,552.17	\$53,703.60	SBD Revenue (45%)

The table above illustrates overall gross revenue per year and net revenue for SBD and Fuse over five years. Fuse aims to set an aspirational target of approximately \$23,760 in gross revenue for year 1 with an aim of 5% - 10% of year on year growth until year 5. In total, SBD can expect to receive approximately \$53,703.60 in net revenue. These projections are based on the local advertising market dynamics, however, depending on passenger growth, an increase in potential revenue is an appropriate expectation as the Airport attracts new routes and sees significant increases in passenger traffic.

Name	Description	Orientation	Location	Unit	Type	Inventory	Spot Length	Loop Length	Monthly Rate	Annual Monthly Rate	Target Self-Through Rate	Real Annual Revenue
Airport Digital Network	A digital spot throughout all screens within the airport (i.e., Concourse Screens, 1x3 Video Wall, and 2x2 Video Wall).	Landscape	Airport	7	Digital	10	10.00	100.00	\$250.00	\$150.00	60.00%	\$10,800.00
Tension Fabric Display - Standard	Tension Fabric Displays strategically throughout the	Landscape	Airport - location TBD	10	Digital	10	15.00	150.00	\$300.00	\$200.00	60.00%	\$14,400.00
High Impact Vinyl Wrap	High Impact Vinyl locations strategically placed throughout the Airport for big brands to make a big	Landscape	Airport - location TBD	1	Static	2	-	-	\$350.00	\$350.00	50.00%	\$4,200.00

The table above illustrates the individual advertising assets to be sold at SBD. The table provides information on the asset description, asset location, asset type, quantity of inventory, monthly rates, sell-through rate (i.e., the % of inventory we anticipate fully selling each month), and annual revenue. These prices are reflective of local market dynamics and considers the current 60,000 annual passenger volume at SBD. Referring to the first line item, the market rate for the Airport Digital Network (this includes all digital displays) is \$250 / month. For comparison the market rate for the Airport Digital Network asset at Santa Barbara Airport (1.48M Annual Passengers) is \$1,500 per month. This demonstrates the command of pricing relative impressions and the number of people who see an ad. While these are projections, we aim to test these prices and will make a concerted effort to maximize revenue for SBD.

PROPOSED COST

FUSE

COST PROPOSAL

Our proposal for a partnership with SBD is grounded in several key factors that we believe will drive mutual success. These include SBD’s year-over-year growth in passenger traffic, the potential for high-impact advertising impressions, the value of both current and future advertising inventory, market-based pricing strategies, and projected expenditures. We view the proposed revenue split as the foundation of a true partnership—one that reflects our shared commitment to the program’s long-term success. Fuse will assume full management of the advertising program and cover all operational costs associated with maintaining the digital networks and static locations.

Proposed Terms:

- **Revenue Sharing:** 45% to SBD / 55% to Fuse
- **Existing Contracts:** Existing agreements to be transferred to Fuse
- **Advertising Network:** Fuse to manage the network and proprietary backend system and will pay for all expenses related to this task. SBD to receive 2 spots per network for airport specific messaging.
- **Capital Expenditure (Future):** Fuse & SBD to mutually agree to new assets, not discussed in this proposal, including outdoor locations.
- **Community Partnership Development Services:** Included

Given Fuse’s initial transition and networking costs, we are proposing a revenue split that slightly favors Fuse. Our expertise will enable us to significantly increase SBD’s advertising revenue while managing all aspects of the program. This comprehensive oversight will allow SBD staff to focus on their core responsibilities without the added burden of program administration.

Projected Initial Expenses Plan

The following provides an estimated breakdown of expenses based on our proposed advertising enhancements. Each asset is strategically chosen to optimize monthly revenue while seamlessly integrating with the unique environment of the terminal.

SBD Initial Capital Expense Investment			
Description	Quantity	Unit Cost	Total Cost
Commercial Digital Screen (Concourse Network)	1.00	\$3,000.00	\$3,000.00
Digital Screen Wall Mount (Concourse Network)	1.00	\$500.00	\$500.00
Media Player	5.00	\$2,000.00	\$10,000.00
Network Switch	5.00	\$400.00	\$2,000.00
Video Demux	5.00	\$1,000.00	\$5,000.00
Installation	1.00	\$3,500.00	\$3,500.00
		GRAND TOTAL	\$20,500.00

The table above shows the total cost and general cost breakdown based on our suggested advertising program enhancements.

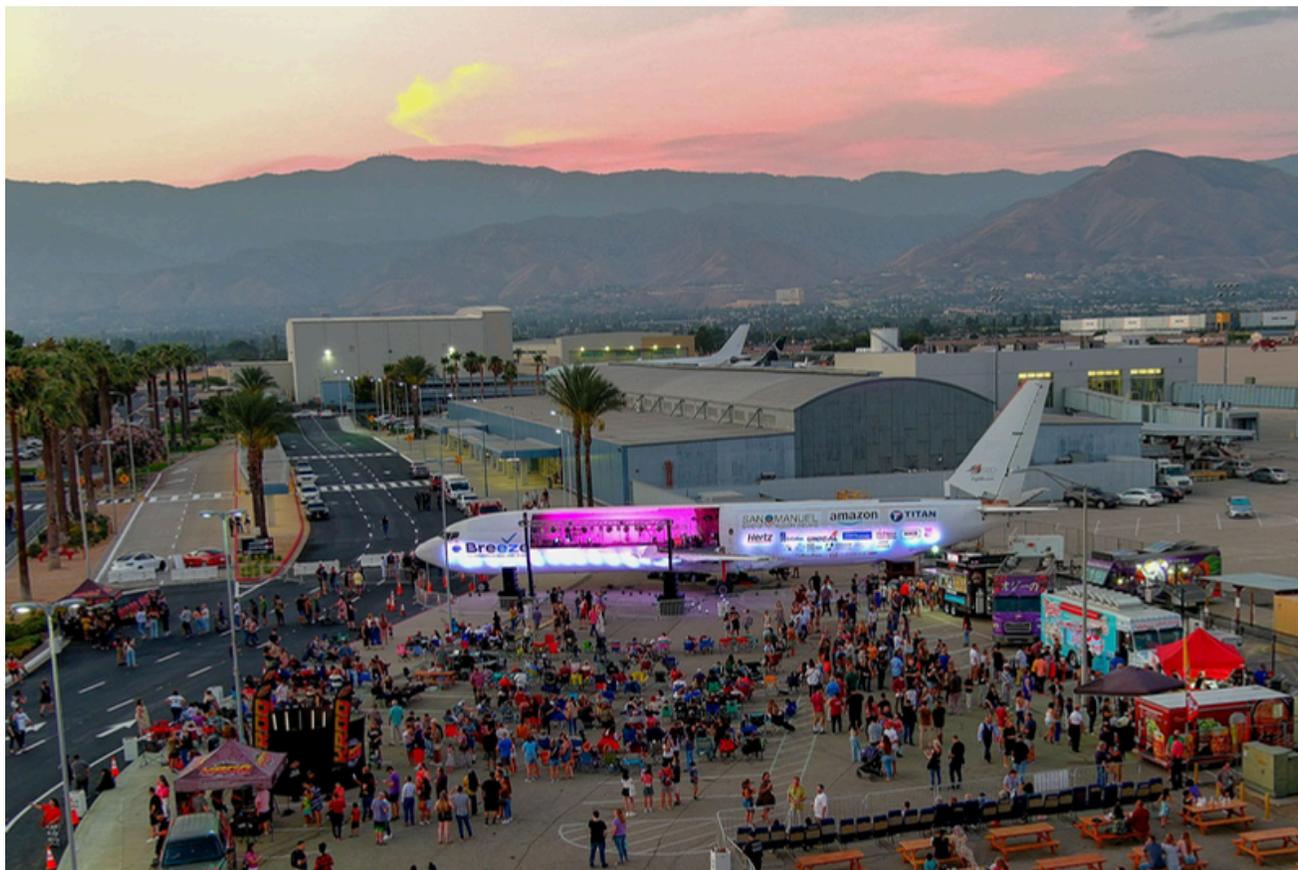
COST PROPOSAL

SBD Preparation of New Digital Locations

While Fuse will cover all initial expenditures related to networking the digital advertising infrastructure, we respectfully request the airport's support in preparing all pre approved locations with the necessary power and data connections. In keeping with the integrity of the SBD terminal, Fuse does not intend to perform wall penetrations or structural modifications. Fuse will procure all equipment, coordinate installation, and fully program and network the new digital displays, with all ongoing management, maintenance, and operational costs handled entirely by Fuse.

FUSE Backend Networking System

To further elevate the quality and consistency of the advertising experience, Fuse requires the deployment of our backend networking system. This system ensures that all advertising content remains synchronized, visually uniform, and consistently aligned with brand standards across all locations. Additionally, it enables seamless remote scheduling, real-time content updates, and efficient content management.





APPENDIX

FUSE

APPENDIX - KEITH SCOTT RESUME

Professional Work Experience

Director of Strategy and Operations, Fuse Advancement

December 2022 to Present

- Managing operational projects across entire Fuse portfolio, current projects include the fulfilling Agua Caliente Partnership Deal, and PSP's advertising layout redesign in collaboration with Gensler's Baggage Claim Redesign
- Led STS advertising program resulting in a revenue increase from roughly \$80k to almost \$300k annually
- Established a system of tools and processes which allowed the company to double its airport portfolio

UX Researcher, Sama

July 2021 to September 2022

- Conducting mixed-methods research on users of Sama's artificial intelligence data annotation platform:
- Established a dedicated 50-participant user focus group to quickly share design ideas and allow for rapid iterations.

Senior Associate, Sama

July 2019 to June 2021

- Managed years two and three of Sama's 3-year Randomized Control Trial (1,000+ respondents) -- to measure social impact -- in Kenya

Associate, Sama

September 2017 to June 2019

- Led the end-to-end design of Sama's Learning & Development (L&D) Team's Monitoring and Evaluation System.

Clinton Fellow, American India Foundation

August 2016 to June 2017

- Designed and conducted educational outcomes research across 235 Public Schools with 25 field staff across 4 districts in the state of Odisha, India.

Education

Long Island University, Global

B.A. Global Studies

DISCLOSURE EXEMPT

APPENDIX - DR. ALEJANDRO GARFIO RESUME

Professional Work Experience

Co-Founder/President, Fuse Connect LLC; Los Angeles, CA

2022 to Present

- Founding member and President of partnership and advertising firm focusing on developing community based relationships to increase revenue and enhance the reputation of the partners.

Director of Strategic Alliances, Sify Technologies; Los Angeles, CA

2019 to 2022

- Strategize with Chairman to execute long-term vision and goals for growth through partnerships in North America
- Support Sify eLearning, Sify Ventures and Sify IT Services in business development engagements
- Develop strategic partnerships between, Sify and USC Race and Equality Center to create an equity and inclusivity resource portal used by over 400 organizations

Assistant Athletic Director, University of Southern California, Athletics Department; Los Angeles CA

2016-2019

- Strategic Planning committee member for \$300MM renovation of the LA Memorial Coliseum
- Developed five year strategic development plan for USC Baseball stadium renovation
- Created, planned and administered the Trojan-Longhorn Shootout Golf Tournament which raised upwards of \$200K for both respective golf programs.
- Developed strategic partnership between Children's Hospital Los Angeles and USC Athletics, which raised \$500K for CHLA and the USC Football recruiting budget

Education

University of Southern California

Doctorate in Education: Higher Education Leadership and Administration/Organizational Change and Leadership, 2017

Master of Education: Postsecondary Administration & Student Affairs, Athletics Discipline, 2013

University of California, Davis

Bachelor's of Arts: Sociology; Chicano/a Studies, 2007

DISCLOSURE EXEMPT

APPENDIX – SCOTT JACOBSON RESUME

Professional Work Experience

Founder, Fuse Connect LLC & Fuse Advancement

2020 to Present

- Established Fuse to address industry needs, focusing on in-terminal airport advertising.
- Transitioned traditional transactional advertising to strategic partnerships grounded in regional relevance.
- Increased revenue and established meaningful community partnerships for airports including Ontario International Airport (ONT), Palm Springs International Airport (PSP), Charles M. Schulz Sonoma County Airport (STS), and Santa Barbara Airport (SBA).
- Secured multi-year partnerships with prominent brands such as Fox 11 Good Day LA, Porsche/Audi, Yaamava Hotel and Casino, Santo Spirits, Brewery X, Claremont Graduate School, and Chumash Casino.
- Consulted on the sports sponsorships program for Cal State Fullerton Athletics and University of California Santa Barbara Athletics

Director of Alumni and Constituent Relations/ Associate Athletic Director, University of Southern California; Los Angeles, CA

2007-2022

- Created and implemented new fundraising programs and strategies, significantly impacting departmental growth.
- Expanded the Trojan Athletic Fund, raising approximately \$21 million annually to support 650 student athletes.
- Part of the leadership team for the \$315 million renovation and fundraising plan for the Los Angeles Memorial Coliseum.
- Led the \$15 million renovation of the Marks Tennis Stadium and endowed a significant portion of the tennis program.
- Conceived and launched the 1923 Club, a membership-only rooftop club at the LA Coliseum, generating substantial annual revenue.

Education

University of Southern California

Masters in Higher Education Administration

California Polytechnic State University, San Luis Obispo

Bachelor of the Arts

DISCLOSURE EXEMPT

APPENDIX - ERIN FASHING RESUME

Professional Work Experience

Property Manager/Client Services Manager, Premier Properties Inc.; Park City, UT

2022 to 2024

- Partnered with Company's Founder to manage a portfolio of luxury vacation rentals to maintain "Superhost" and "Guest Favorite" status on AirBnB.
- Managed calendar, oversaw guest relations, curated personalized recommendations, applied strategic problem-solving techniques, and ensured five-star experiences.
- Scheduled and supervised cleaning, repairs, and vendor services; conducted inspections.
- Liaised with HOA boards, maintained compliance, and managed property documentation.
- Periodically refreshed listings with updated visuals & content to boost visibility & bookings.

Operations Director/Exec. Assistant to VP, Hilton & Hyland Real Estate; Beverly Hills, CA

2017 to 2021

- Closed over \$250,000,000 of residential real estate transactions with Judy Feder.
- Provided comprehensive executive support, handling all communications, document preparation, calendar management, travel coordination, and high-level logistics.
- Managed luxury transactions, marketing campaigns, and confidential client files.
- Designed & launched the "Judy Feder" client resource app on iPhone & Google Play Store.
- Conducted showings; organized exclusive open houses and events; optimized personal and business operations (including finances, vendor payments, and concierge tasks).
- Curated and delivered bespoke holiday gifts for ~300 high-net-worth clients annually.

Executive Assistant to Founding Partner, The Zegans Law Group PLLC; New York, NY

2014 to 2017

- Closed 1% of residential real estate transactions across the 5 Boroughs of NYC In 2016.
- Supported founding attorney with legal document preparation, complex calendar management and travel arrangements, and seamlessly facilitated all internal and external communications, including client relations.
- Spearheaded residential closings; drafted and reviewed contracts, disclosures, and statements; supervised the quality and timely execution of team deliverables.
- Managed firm operations, including billing, escrow account oversight, and task delegation.
- Collaborated with IT to implement cybersecurity protocols and improve tech infrastructure.

Education

University of Southern California

Bachelor of Arts: Communications, 2013

DISCLOSURE EXEMPT

APPENDIX - DUSTIN CARIS RESUME

Professional Work Experience

Director of Sales, Fuse Advancement

October 2024 to Present

- Develop and execute strategies to drive revenue growth and meet company goals.
- Hire, train, and mentor sales staff to build a high-performing team.
- Set KPIs, quotas, and monitor sales metrics to ensure targets are met or exceeded.
- Identify new business opportunities, analyze competitors, and maintain key client relationships.
- Manage pricing, and sales reporting.
- Required Skills:
 - Proven experience in sales leadership and strategic planning.
 - Excellent communication, negotiation, and interpersonal skills.
 - Strong analytical skills for market trends and sales forecasting.

Senior Director Business Development, Northwest Kidney Centers

August 2023 to Present

- Creation of Northwest Kidney's first SNF dialysis program.
- Reduction of Admissions waitlist through collaboration with Operations.
- Contract collection/identification for MDA's and Hospital Services.
- Developed growth strategy based on cost and available capital.
- Established relationships with 3rd party developers to reduce construction cost.
- Proforma development for new/existing projects.
- Revamped Overall Admission Process (Developed blueprint for Online Portal) & developed process for a dedicated Phone Line & phone tree.
- Developed deal document templates & process (MDA/MSA/OA).
- Developed MDAC Committee Process- New and existing MDAs.
 - Negotiated Northwest Kidneys first ever Value Based Agreement.
 - Negotiated and constructed a new Lab services agreement accomplishing \$650K in annual savings.
 - Led development for Northwest Kidney's first Joint Venture and first out of state center in 62 years.

Education

University of Montana

Bachelor of Science: Business Management, 2009

DISCLOSURE EXEMPT

APPENDIX - COMPANY INFORMATION SHEET

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 5 day of __March 20, in Orange, CA.

[Day] [Month] [City] [State]

By:  _____

Print Name: Scott Jacobson _____

Print Title: Founder & CEO _____

.....
LEGAL NAME OF COMPANY: __Fuse Connect,LLC_____

ADDRESS: 6219 E Rocking Horse Way, Orange, CA 92869 _____

TELEPHONE: (213)800-588 FAX: NA _____

TYPE OF BUSINESS (Check One):

- CORPORATION LIMITED LIABILITY COMPANY
- PARTNERSHIP JOINT VENTURE
- INDIVIDUAL
- INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
- 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
Scott Jacobson	CEO
Alejandro Garfio	President
Cuyapi Scott	VP Marketing

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

APPENDIX - SMALL BUSINESS DOCUMENT

Certificate Number
SC730203

 **Advancing Economic
Impact Together**

This certificate attests that the below mentioned company is an NMSDC-Certified
Minority Business Enterprise(MBE)

Fuse Connect LLC

Donald R. Cravins, Jr.

Donald R. Cravins, Jr.
President and CEO
NMSDC

04-01-2025
Issuance Date

04-01-2026
Expiration Date

541850,541890,541613
NAICS Codes

UNSPSC Codes



FUSE



**REQUEST FOR STATEMENT OF QUALIFICATIONS
for
In-Terminal Advertising Firms**



February 10, 2026

San Bernardino International Airport Authority

1601 East 3rd St.

San Bernardino, CA 92408

909.382.4100

Flyxbd.com

I. INTRODUCTION

Overview

In 2022, commercial airline service launched from San Bernardino International Airport (SBD or Airport), a non-hub primary airport that has since served nearly 200,000 passengers. San Bernardino International Airport Authority (SBIAA), owner and operator of SBD, is seeking qualified firms to provide In-Terminal Advertising Concession (Concession) services within certain pre- and post-terminal screening areas.

Purpose

SBIAA is soliciting Statement of Qualifications (SOQs or Proposals) from qualified firms seeking to provide Concession services at SBD in accordance with Federal Aviation Administration (FAA) requirements. SBIAA will utilize the qualifications-based selection process described in this Request for SOQs to determine the most qualified firm to provide the Concession services. A “General Scope of Services” is contained within this SOQ to serve as the basis by which to assess the qualifications of the firms desiring to provide Concession services. The selection process will numerically rate the most qualified firm as “number one” (hereafter to be referred to as the “Selected Firm”) and all other firms will be numerically rated in the order of being the next most qualified to perform the required professional services.

Background

SBIAA desires to enter into a professional services agreement (Contract) with the Selected Firm to provide Concession services for a period of time not to exceed five (5)-years. SBIAA will then enter into fee negotiations with the Selected Firm to perform the services described in the General Scope of Services. In the event SBIAA and the Selected Firm are unable to mutually agree upon fair and reasonable financial considerations, SBIAA shall terminate negotiations with the Selected Firm and commence new negotiations with the “number two” rated firm. This procedure shall continue with the qualified firms in the sequence of ranking established by the selection process until a mutually satisfactory Contract has been negotiated.

II. SOQ REVIEW TIMELINE

Review Timeline

Pre-proposal job walk & submittal deadline firm, other dates tentative:

1. Pre-Proposal Meeting.....February 24, 2026 at 2:00 pm
2. Deadline for SOQ Questions.....March 3, 2026 at 2:00 pm
3. Deadline for SOQ Submittal.....March 11, 2026 at 2:00 pm
4. Oral Interviews, if necessary*Week of March 16, 2026

* Oral Interviews may be conducted at SBIAA’s discretion.

Proposal Submittal Deadline

All Proposals shall be submitted electronically via the PlanetBids portal. SBIAA will receive electronic bids **no later than 2:00 pm Pacific Time on March 11, 2026**, at which time the ELECTRONIC bids will be opened and posted on PlanetBids. Any bids received after the specified date and time herein will be rejected.

Any questions or communications shall be in writing through the PlanetBids portal. Questions regarding the SOQ will be accepted until **March 3, 2026, at 2:00 pm**.

Contract Documents may be obtained from PlanetBids. A full list of all requirements regarding this project can be found in the request for SOQs. All information, addendums, and notices regarding this solicitation will be posted to the PlanetBids website. It is the sole responsibility of all interested firms to check the website for any pertinent information that may be issued.

A non-mandatory pre-proposal meeting will be held at:

SBD Domestic Terminal, 105 N. Leland Norton Way, San Bernardino, CA 92408

February 24, 2026, at 2:00pm

III. GENERAL SCOPE OF SERVICES

SBIAA is seeking a qualified firm to provide Concession services at the Airport. *This General Scope of Services includes a range of services that might be required and will serve as the basis by which SBIAA will assess the qualifications of firms submitting SOQs.* However, SBIAA is under no obligation to negotiate or award a Contract for any or all of these services.

1. **Advertising Program Goals and Objectives:** Interested firms should submit SOQs in sufficient detail to clearly define their proposed advertising program, and how it is distinguishable from other firms. SOQs should propose an advertising program that meets the goals and objectives of SBIAA that include:
 - a. Identify creative and innovative advertising display options with broad customer appeal.
 - b. Promote a positive customer experience reflective of the Inland Empire region.
 - c. Optimize financial returns to SBIAA.
 - d. Enhance opportunities for participation by local, small, and disadvantaged businesses.

2. **Description of Concession Opportunity:**

- a. Analysis conducted to determine target markets and advertisers.
- b. Advertising rates for each type of display (and location, if applicable).
- c. Advertising opportunities, including digital advertising and Airport-wide campaigns.
- d. Advertising time allotments on digital displays at their respective locations.
- e. Advertising opportunities during local or regional events.

3. **Design, Materials, and Capital Investment:** Selected Firm will be responsible for the design, fabrication, and installation of any additional advertising displays within approved terminal locations. SBIAA will provide utility access as mutually acceptable between SBIAA and the Selected Firm.

Firms should include proposed design and materials for display types in this section with sufficient detail for the evaluation committee to evaluate the design and quality of the proposed displays.

- a. Renderings of proposed displays, sufficient to discern display design, dimensions, proposed color schemes, sample graphics, and the number and size of each display proposed for terminal advertising locations.
- b. A floor plan should be provided that confirms the locations for proposed displays that include the dimensions, weight, data, and power requirements for each display.
- c. It is the Proposer's responsibility to ensure that the designs of the advertising displays comply with SBIAA advertising policies (Exhibit B) and all federal, state and local laws, including but not limited to the Americans with Disabilities Act ("ADA") and ADA standards and guidelines.

4. **Marketing and Promotions:** Firms should submit sufficient information to allow SBIAA to evaluate marketing, promotions and customer service plans for its proposed Concession.

- a. Identify target markets for the advertising program.
- b. Describe the metrics to be used to evaluate successes of each advertising display and the advertising program in its entirety.
- c. Describe promotions to attract local, regional, and national advertisers. Indicate if promotions implemented at other airport locations will be implemented at SBD.

- d. Provide an example of effective advertising campaigns implemented at other airports.
 - e. Describe your firm's corporate sales and customer service philosophy. Identify how that philosophy will be applied at the Airport.
 - f. Describe your firm's approach to providing assistance to advertisers with regard to advertisement placement, content, fabrication, and related costs. Describe any discounts, if applicable, provided to advertisers for longer commitments, multiple locations, etc.
 - g. Describe your firm's customer service plan, including :
 - Procedures for handling complaints
 - Procedures to ensure advertisements are properly executed and maintained
5. **Management and Staffing:** Firms should submit their organizational structure, management, and staffing plan.
- a. Organizational chart illustrating the reporting relationships between corporate management, sales staff, and on-site staff as well as a description of how corporate staff will support the local operation and its staff.
 - b. Complete list of staff descriptions (i.e., regional management, sales staff, customer service staff, and maintenance personnel) and their responsibilities.
 - c. Experience, qualifications, and number of proposed personnel to be assigned to the Airport account, including sales staff, technology personnel, and on-site/local staff responsible for advertising display installation, maintenance, and repair.
 - d. Resumes and office locations for the proposed staff assigned to the Airport, and other key management staff (as appropriate).
 - b. Monthly and annual management reports indicating advertising sales by display type and customer as well as performance data, such as year-over-year sales and percentage of display units sold by type and location.
 - c. Description of sales and management procedures to service both local/regional and national accounts.
 - d. Description of the system that will be used to track advertising campaigns and sales by display and advertiser.
 - e. Procedures for handling advertiser or other complaints.

f. Description of any management or staffing responsibilities of any proposed ACDBE participant, including resumes for management personnel. List any prior working relationship between the ACDBE and the firm.

6. **Operations and Maintenance:** Firms should submit an operations and maintenance plan containing sufficient information to allow SBIAA to evaluate ongoing maintenance and repair of proposed advertising displays such as:

- a. Delivery procedures.
- b. Routine maintenance, cleaning, and repair of advertising displays and associated technology, including response time for maintenance issues.

IV. SELECTION PROCESS

SBIAA will complete a review of proposals submitted in response to this request for SOQs. Proposals will be reviewed to ensure compliance with the requirements and completeness of information as requested in this solicitation. A committee designated at the sole discretion of SBIAA will evaluate and score each proposal based on the criteria listed below:

	POINTS
1. Firm’s history and ability to perform proposed services	25
2. Benefit to terminal users	20
3. Experience/Quality of service	20
4. Financial return to SBIAA	25
5. References	10

Respondents to this solicitation are cautioned not to undertake any actions to promote or advertise their interests except in the context of presentations sponsored by SBIAA. SBIAA reserves the right to accept or reject any or all Proposals and/or re-solicit or cancel the solicitation, if deemed to be in the best interest of SBIAA. Additionally, SBIAA reserves the right to waive any informality in this solicitation. Respondents shall be responsible for any and all expenses incurred in preparing proposals.

Once evaluations are complete, a firm will be selected to provide the services set forth herein. However, the review committee may decide that the top ranked respondents should be interviewed before a decision is made. SBIAA always reserves the right to reject all proposals and further solicit proposals for qualified firms. Selected Firm will enter into an agreement with SBIAA using a standard SBIAA form contract.

V. TERMS & CONDITIONS

To qualify for award, proposing firm(s) must have, and provide definitive affirmative statement of the following minimum requirements:

- Five (5) years of experience providing an In-Terminal Advertising Concession at commercial service airports located within the United States
- All applicable operating licenses
- Proven history of incorporating leading-edge technology and innovative techniques in delivery of In-Terminal Advertising Concession
- Sufficient financial capabilities to produce, install, or construct advertising media displays
- No outstanding judgments or bankruptcies within the past five (5) years
- Sufficient number of qualified and trained personnel
- Ability to provide and maintain accurate records of receipts and revenues
- Ability to obtain security badges for employees accessing sterile and secure areas of the domestic terminal, as required TSA and SBIAA

Term of Agreement

The Concession term is estimated to commence in April, 2026 and continue for a three (3)-year term, with the possibility of two (2), additional one (1)-year extension options.

Advertising Concession Opportunity

This request for SOQs is a solicitation for qualified firms to operate a Concession in conformance with SBIAA's Advertising Policy (Exhibit B). The Selected Firm may operate existing in-terminal advertising displays, and/or design, construct, operate, and manage a Concession at SBD. SBIAA intends to award one Concession agreement, and reserves the right in its sole discretion to use existing advertising displays or terminal walls for public messages and SBIAA promotional activities. SBIAA further reserves the right to modify terminal space, walls, floors, roofs, ceilings, fixtures, systems, and all physical and visual surfaces and configurations and/or locations allocated for Concession at SBIAA's sole discretion.

The terminal includes pre- and post-security Concession opportunities. See Exhibits A and A-1 attached hereto for potential Concession spaces.

Selected Firm's Responsibilities

The Selected Firm shall:

- Have all required permits and licenses necessary to operate Concession and sell advertising.
- Provide sufficient personnel to ensure efficient, courteous service.
- Maintain accurate records of sales, which shall be made available to SBIAA to ensure Selected Firm's obligations during the term and two (2)-years after termination.
- Upon award, provide evidence of insurance (see **INSURANCE** section).

- Secure and maintain SBD security badge(s) in accordance with TSA and SBIAA requirements. SBIAA shall not be responsible for escorts of the Selected Firm or its contractors and vendors for the maintenance and/or installation of displays.
- Comply with all Airport Rules and Regulations and applicable City, State, and Federal Rules and Regulations.

Cleaning and Maintenance

Advertising media shall be cleaned and maintained by Selected Firm in accordance with manufacturer recommendations and highest industry standards. Advertising media shall be operational during hours the terminal is open to the traveling public. Failed, damaged, or partially operational media displays shall be removed, replaced, or covered immediately to the satisfaction of SBIAA.

Utilities

For Concession locations that require electrical power and/or data service, SBIAA will be responsible for payment of electrical and data service charges. Selected Firm will be responsible for all costs associated with the installation of any new electrical equipment, data connections, IT equipment, and/or Concession displays. Concession installations, improvements, or utility connections must be approved in writing by SBIAA in its sole discretion.

Personnel

Selected Firm must provide adequate qualified personnel and provide prompt, efficient and courteous service. Officers, agents, employees, suppliers, and representatives must have a clean, professional appearance at all times.

Financial Offer

Proposing firms shall propose a fixed percentage fee of gross revenue generated from Concession as compensation to SBIAA for the right and privilege of designing, fabricating, installing, and maintaining advertising displays for the purpose of selling advertising and managing Concession. Percentage of gross revenue shall be paid to SBIAA on a recurring monthly basis during the agreement term.

Security

In accordance with Transportation Security Administration (TSA) rules, personnel in the post-screening area shall, at all times, wear TSA/SBIAA approved security identification or be accompanied by an individual wearing such security identification. The cost of security badges shall be the responsibility of the Selected Firm.

Indemnity

Selected Firm shall save, indemnify, defend, and hold harmless SBIAA and its employees, from any and all claims, damages, losses, cost, expenses (including reasonable attorney's fees and court costs) or liabilities of every kind, including on account of damage to property or injury to person or death, which claims, damages, losses, costs, expenses or liabilities directly or indirectly

arise from or relate to the acts or omissions of Selected Firm, its officers, agents, employees, contractors and subcontractors during the term of and in connection with the agreement with SBIAA, except to the extent that such claims, damages, losses, costs, expenses or liabilities result from the active and sole negligence or willful misconducts of SBIAA or their respective officers, agents and employees.

Insurance

Selected Firm will be required to submit evidence of general liability, workers compensation, and errors and omissions insurance coverages. Limits will include \$1,000,000 for workers compensation, and liability for errors and omissions. General liability insurance will cover personal and bodily injury, death, and property damage, arising out of or relating to Concession of at least \$2,000,000 per occurrence with an aggregate limit of at least \$2,000,000.

Public Record

Respondents must be aware that all submitted proposal documents are subject to the California Government Code Section 6250 et seq., commonly known as the Public Records Act. Information contained in the proposals may be made public after the review process has been completed in recommendation for award to SBIAA.

Disclosures:

- This solicitation does not commit SBIAA to award a contract or contracts, to defray any costs incurred in the preparation of a response to this request, or to procure or contract for services.
- All submitted proposals become the property of SBIAA as public records, and may be subject to public review.
- SBIAA reserves the right to reject all Proposals. Selection is dependent upon the negotiation of mutually acceptable terms with Selected Firm.
- SBIAA reserves the right to cancel, in part, or in its entirety, this solicitation including, but not limited to: selection schedule, submittal date, and submittal requirements. If SBIAA cancels or revises this solicitation, all respondents of record will be notified in writing by SBIAA.
- SBIAA reserves the right to request additional information and/or clarifications from any or all respondents to this solicitation.

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 _____ day of _____, 20____, in _____, _____.
[Day] [Month] [City] [State]

By: _____

Print Name: _____

Print Title: _____

.....
LEGAL NAME OF COMPANY: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

TYPE OF BUSINESS (Check One):

- CORPORATION LIMITED LIABILITY COMPANY
 PARTNERSHIP JOINT VENTURE
 INDIVIDUAL
 INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
 OTHER _____

STATE OF INCORPORATION OR FORMATION:

.....
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
_____	_____
_____	_____
_____	_____
_____	_____

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

.....
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:

Name	Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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.

Name	Title
_____	_____
_____	_____
_____	_____

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

COMPANY INFORMATION SHEET

SUBCONTRACTOR/SUBCONSULTANT

VENDOR/SUPPLIER

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 _____ day of _____, 20____, in _____, _____
[Day] [Month] [City] [State]

By: _____

Print Name: _____

Print Title: _____

LEGAL NAME OF COMPANY: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

TYPE OF BUSINESS (Check One):

- CORPORATION LIMITED LIABILITY COMPANY
 PARTNERSHIP JOINT VENTURE
 INDIVIDUAL
 INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME
 OTHER _____

STATE OF INCORPORATION OR FORMATION: _____

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
_____	_____
_____	_____
_____	_____
_____	_____

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

.....
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:

Name	Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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.

Name	Title
_____	_____
_____	_____
_____	_____

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

Exhibit A
Pre-Security Terminal Area

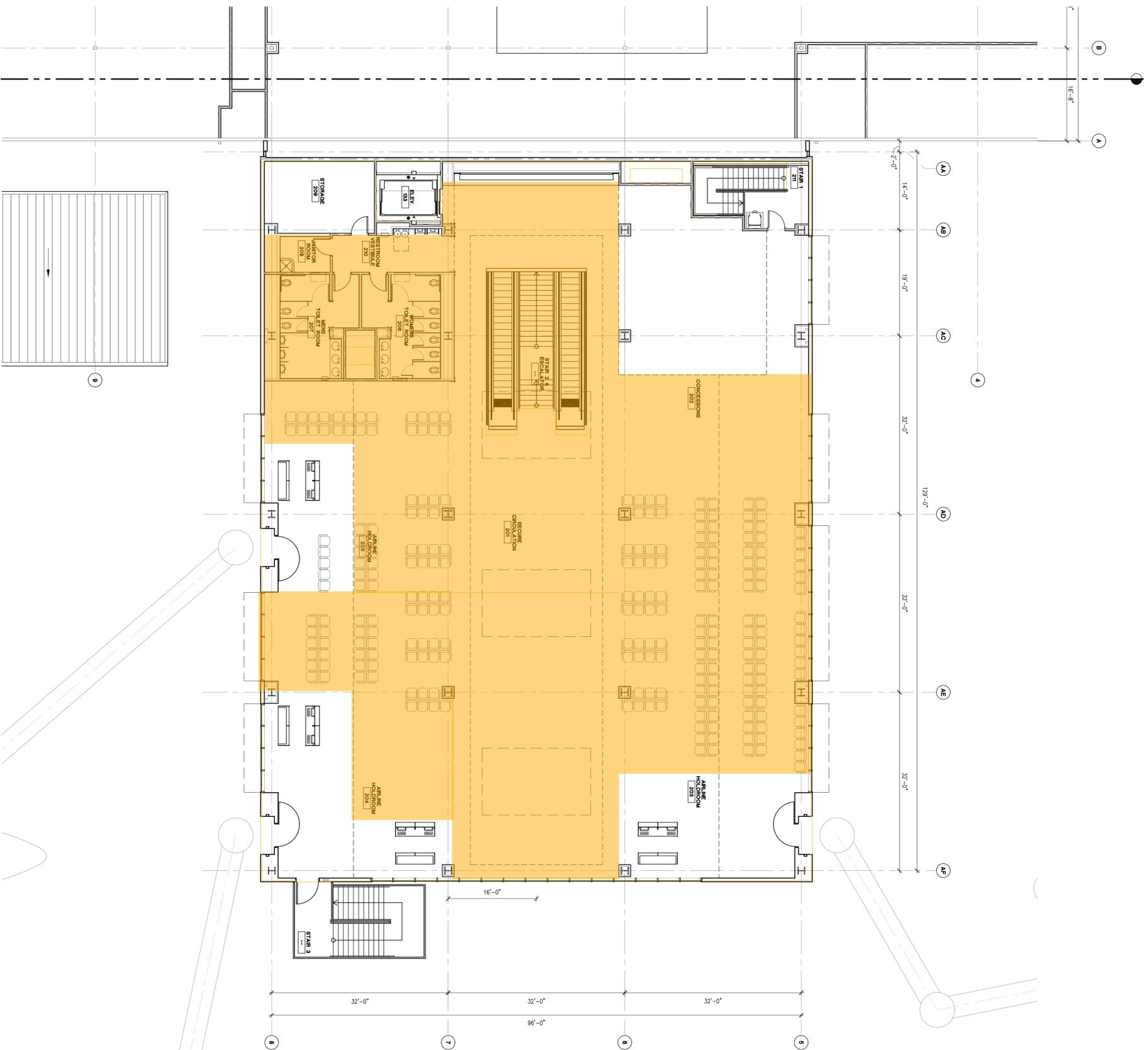
Exhibit A-1
Post-Security Terminal Area

Exhibit A-1

G:\GKKNEW\GKK_GOVERNMENT\SBIAA\07-308_SBIAA_Terminal_Design\Deliverables\CAD\Arch\A-2_11C.DWG 03/26/2008

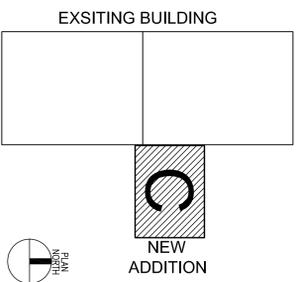
26 UPPER LEVEL FLOOR PLAN - SEGMENT C

Post-Security Terminal Area



07208A_1.PROJ.DWG
SCALE: 1/8"=1'-0"

1 KEY PLAN



- RENOVATION KEY NOTES**
- FI PROVIDE FIRE INFRANT
 - RO PROVIDE ROOF INFRANT
 - SI PROVIDE SLOPE INFRANT
 - CO PROVIDE ONE HOUR CORRIDOR W/ 20 MIN. DOOR AND 45 MIN. WINDOW
 - FOUR HOUR AREA SEPERATION W/ 3 HOUR OPENING
 - WINDOW TYPE, SEE SHEET A-8-10
 - EXTERIOR DOOR TYPE, SEE SHEET A-8-01
 - INTERIOR DOOR TYPE, SEE SHEET A-8-02
 - WALL TYPE, SEE SHEET A-8-80
- LEGENDS**
- EXISTING BUILDING
 - NEW ADDITION
- 2.40 PROVIDE CONCRETE SLAB ON GRADE
 - 2.43 PROVIDE CONCRETE CURB
 - 2.45 PROVIDE CONCRETE LANDING/PAMP
 - 2.50 RELOCATED TREE, WITH REBROCK SET IN CONC. BASE
 - 2.60 CONCRETE BRANCH
 - 2.61 10' TALL CAST IN PLACE CONCRETE SIGNAGE
 - 2.70 PROVIDE CHAIN LINK FENCES AND GATES
 - 3.06 PROVIDE CONCRETE EQUIPMENT PAD
 - 5.11 CANOPY COLUMN
 - 5.32 PROVIDE STAINLESS STEEL CORNER GUARD (SEE DETAIL 28/A-8-80)
 - 5.33 PROVIDE STAINLESS STEEL PIPER ROLLARS
 - 5.34 PROVIDE STEEL PIPER ROLLARS
 - 5.35 PROVIDE STEEL GUMBOIL - TYPE 1 (SEE DETAIL 28/A-5-14)
 - 5.36 PROVIDE STEEL GUMBOIL - TYPE 2 (SEE DETAIL 28/A-5-14)
 - 5.37 PROVIDE CONCRETE BARBER
 - 5.38 PROVIDE STAINLESS STEEL WALL CAP (SEE DETAIL 11/A-8-84)
 - 7.15 PROVIDE THERMAL INSULATION
 - 7.20 PROVIDE METAL CANOPY
 - 7.26 PROVIDE DISCKET
 - 7.27 PROVIDE CUTTER AND DOWNSPOUTS
 - 7.28 PROVIDE ROOF DRAIN / OVER FLOW DRAIN
 - 16.20 PROVIDE ELECTRICAL EQUIPMENT/PANEL/SYSTEM
 - 16.21 PROVIDE SITE LIGHT POLE, REFER TO ELECTRICAL DWG.
 - 16.22 PROVIDE DETERRITATOR WITH SEMI-RECESSED CABINET

<p>Project Name SAN BERNARDINO INTERNATIONAL AIRPORT TERMINAL DESIGN PROJECT</p> <p>204 N. LELAND AVENUE SAN BERNARDINO, CA 92408</p> <p>Checked By Drawn By</p>	<p>Sheet Title UPPER LEVEL FLOOR PLAN SEGMENT C</p> <p>Sheet Number A-2.11C</p> <p>Project Number 07208</p> <p>Scale 1/8" = 1'-0"</p>	<p>Agency Approval</p> <p>No. Date Revision/Issue</p>	<p>Consultant and Seal</p> <p>gkkworks</p> <p>155 South Fair Oaks Avenue Pasadena CA 91105 626 666 6906 626 666 3940 fax</p>	<p>SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY 1992</p>
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Exhibit B



San Bernardino International Airport Authority Airport Advertising Policy

I. Objective

This document sets forth policy guidelines for the sale of advertising space at San Bernardino International Airport (“SBD” or “Airport”) as approved by the San Bernardino International Airport Authority (SBIAA). Policy objectives include optimizing Airport revenues, while assisting travelers and other Airport users with useful information media regarding goods, services, food, entertainment, events, programs, transactions, products, or property available in the Inland Empire region.

Advertising is an essential component of a successful airport concession program and must be consistent with the Airport’s design aesthetic without creating operational inefficiencies, nuisance, or safety issues. Airport advertising, signage, displays, and informational media systems must be consistent with these policy objectives to preserve visual continuity without undue clutter or message overload. Advertisement proposals must meet SBIAA’s stated policy objectives.

It is not the intent of SBIAA to create a public forum through the acceptance of advertising. The following advertising limitations and restrictions will further SBIAA’s policy objectives by:

- A. maintaining a position of neutrality and avoiding the appearance of favoritism on religious, political, social, economic, and other controversial issues at the Airport;
- B. optimizing revenues from selling advertising space through Airport information channels, and precluding controversial messages identified in Section V herein to avoid dissuading approved commercial entities from using the same Airport information channels;
- C. being as self-sustaining as possible, in accordance with FAA Grant Assurances; and
- D. maintaining a safe, welcoming, and comfortable environment for the captive audience of passengers utilizing the Airport, and those working at the Airport.

II. Guidelines for Airport Advertising

- A. Advertising carries with it a responsibility to protect SBIAA from litigation and to recognize the potential association of advertising messages and imagery with the Airport, while simultaneously respecting First Amendment principles of the United States. SBIAA addresses these issues through the responsible and consistent application of written policy criteria for acceptable advertising media. It is not the intent of SBIAA to create a public forum through the acceptance of advertising.
- B. The Airport has a compelling interest to ensure its information channels (including, but not limited to: signage, digital displays, advertising space, banners, murals, streaming messages, website banners, website links, social media, etc.) remain available for public information benefitting the Airport and its role in supporting air transportation and related services. Any use of the Airport's unique information channels for purposes unrelated to, or in conflict with, this stated role would effectively "pre-empt" the availability of such information to the public. Consequently, the Airport's information channels shall remain nonpublic forums and SBIAA shall maintain its right to limit access to these channels.
- C. SBIAA has a compelling interest to ensure public perception of the Airport's credibility is not negatively impacted by advertising media. Advertising media displayed via Airport channels could affect the credibility of the Airport and SBIAA. Consequently, where applicable, disclaimers should be placed on Airport information channels stating that neither SBIAA nor the Airport endorses or makes any representations or warranties about the advertised products or services.
- D. Quantity, quality, and placement of all advertising media will be controlled by, and subject to, specific SBIAA approval.
- E. SBIAA reserves the right in its sole and absolute discretion to reject any advertisement, commercial or noncommercial, which is not consistent with SBIAA policies.
- F. Installation and removal of advertising media, and all costs associated therewith, is the sole responsibility of the advertiser.
- G. Upon written notice to advertiser, SBIAA reserves the right to immediately remove any advertisement or other display deemed non-compliant with this policy, or otherwise profane or objectionable. No refund shall be made to advertiser for the time such objectionable material was on display.
- H. Any advertiser whose advertising media is rejected may appeal the decision to the SBIAA Chief Executive Officer (CEO).

III. Terminal Buildings

- A. SBIAA reserves the right to contract with outside vendors to license advertising space. Vendors for such contracts will be solicited through SBIAA's competitive procurement process. Vendors shall be required to utilize all applicable competitive procurement policies and procedures and to comply with this Policy.
- B. Locations of revenue-generating advertising media may include, but are not limited to:
 - 1. Banner advertisements on the Airport website;
 - i. Advertising "links" to other websites on the Airport website, are subject to advanced approval by the CEO;
 - 2. Display advertisements inside the Airport terminal;
 - 3. Video monitors within the interior of the Airport terminal; and
 - 4. Advertising on parking kiosks.
- C. Advertising in spaces exclusively or preferentially leased by tenants shall be restricted to only goods and services offered by any such tenant thereof.
- D. All advertisements proposed on Airport property, no matter where or how placed, are subject to the written consent and approval of the CEO prior to installation. Advertiser will be responsible for removing advertisement display at end of permitted term and restoring Airport property to the same condition that preceded advertiser's display installation.

IV. Permitted Advertising

- A. **Commercial Advertising:** Advertising promoting or soliciting the sale, rental, distribution, or availability of goods, services, food, entertainment, events, programs, transactions, products, or property (real or personal) for commercial purposes, advertising that markets a name, symbol or design that identifies and differentiates a product from other products for commercial purposes, or advertising that more generally promotes an entity that engages in such activities.
- B. **Governmental Advertising:** Public service advertising sponsored by governmental entities (ie: public entities specifically created by government action) that advance specific government purposes, including but not limited to, advancing tourism in the Southern California region, and/or utilizing the Airport.
- C. **Community Promotion Organizations:** In the event Airport does not have an advertising agreement in place for the use of a desired advertising space, then Airport may make the space available to community promotion organizations if the content otherwise meets the requirements of this policy. A community promotion organization means an organization which markets business or tourism in the Southern California region and would benefit from the exposure provided on Airport premises, including, but not limited to, local chambers of commerce, economic development councils, convention and visitor organizations, local public museums, parks, science centers, and the Airport.

V. Prohibitions

SBIAA has a compelling interest in setting boundaries for access to Airport information channels to meet the goals set forth herein. Certain types of content will not further these goals and are therefore prohibited. Content prohibitions on advertising media is in the sole and absolute discretion of SBIAA and include, but are not limited to the following:

- A. Notwithstanding the foregoing, no advertising of any nature is allowed along SBIAA owned roadways, walkways, pathways, landscaped areas, or on other grounds of the Airport unless expressly authorized in writing by the CEO. Advertising on the exterior of any building or permanent structure at the Airport is subject to prior written approval of the CEO and will be evaluated on a case-by-case basis.
- B. Advertising media containing any direct or indirect reference to religion, or to the existence, nonexistence, or other characteristics of any deity or deities. This prohibition covers the depiction of text, symbols, or images commonly associated with any religion or with any deity or deities.
- C. Advertising media promoting or opposing a political party or the election or opposition of any candidate or group of candidates for federal, state, judicial, or local government offices, and advertising media that contains political messages, including advertising involving political or judicial figures.
- D. Advertising media addressing controversial issues relating to the financial status of businesses, individuals, groups, or organizations, including but not limited to, the issues of wages, taxes, trade, labor conditions, financial systems, entitlements, health insurance coverage, and subsidies.
- E. Advertising media expressing or advocating an opinion, position, or viewpoint on political, religious, social, historical, or economic issues.
- F. Advertising media that is libelous or infringes on any copyright, trademark, or service mark.
- G. Advertising media promoting, soliciting, or marketing the sale or use of cigarettes, tobacco, or electronic cigarettes, or depicts such products, goods, or services.
- H. Advertising media promoting, soliciting, or marketing the growing, distribution, sale, or use of medical marijuana, hemp or cannabidiol (CBD), or depicts such products, goods, or services.
- I. Advertising media promoting, soliciting, or marketing the sale, rental, distribution, or availability of weapons, firearms, ammunition, or fireworks, or depicts such products, goods, or services.

- J. Advertising media that contains matters (language, pictures, photographs, drawings) which are obscene, vulgar, profane, scatological, or harmful to minors, as defined in California Penal Code Sections 311 and 313.
- K. Advertising media that depicts nudity or portions of nudity that would be considered offensive, distasteful, pornographic, or erotic, is obscene, prurient, or advertises adult entertainment.
- L. Advertising media promoting or encouraging the sale, use or possession of any activities, goods, or services that are illegal under federal, state, or local laws, or that are directed to incite or produce imminent lawless actions.
- M. Advertising media that may be interpreted as condoning any type of illegal discrimination.
- N. Advertising media depicting graphic violence or images of violence or gore (including body parts, dead, mutilated bodies, or fetuses of humans or animals), or that promotes hatred, bigotry, disparagement, intolerance, or violence towards individuals, groups, businesses, organizations, government entities, or which is offensive to the moral standards of the community.
- O. Advertising media containing speech or images that are objectionable under contemporary community standards or reasonably foreseeable actions that could result in harm to, disruption of, or interference with the Airport.
- P. Advertising media that is false, fraudulent, defamatory, deceptive, or misleading in any way within the meaning of federal or state law.
- Q. Advertising media that suggests or otherwise promotes or encourages conduct on Airport facilities that would violate Airport rules and regulations.
- R. Advertising media on the exterior of aircraft ground service equipment.
- S. Advertising media containing flashing messages, or illuminated by strobe or laser lighting, whether inside or outside any building or structure.

VI. Advertising Agreement and Media Submission

- A. Advertising media displayed through Airport information channels shall be granted exclusively through a written agreement with the Airport and approved by its CEO.
- B. For compliance review, all advertising media at the Airport shall be approved by its CEO prior to display. If the CEO determines that a proposed advertisement does not comply with these guidelines, or is unable to make a compliance determination, advertiser will be notified to

discuss potential revisions which, if adopted, would bring the advertisement into conformity with these guidelines.

- C. SBIAA, at its sole and absolute discretion, will determine appropriateness of proposed advertising media in conformity with this policy, and its decision shall be final.

VII. Temporary Advertising Signs

- A. Temporary signs that may be considered advertising in nature may be used by SBIAA's tenant contractors during construction periods to identify projects, work sites, contractors and work in process as specified in SBIAA-approved contract documents.
- B. Other temporary signs that may be considered advertising in nature may be allowed subject to prior SBIAA review and express written approval.

VIII. In Kind Trades

- A. Cross-Promotional Information. On an occasional basis, and only when space is available, SBIAA may use airport display advertising resources to participate in cross-promotional opportunities that offer a direct opportunity to promote the use of the Airport or local scheduled commercial air service. Any materials distributed for this purpose must prominently include promotion of the Airport or its incumbent airlines. SBIAA will not donate a permit for advertising space to any entity for purposes that are not directly related to the Airport's role. The outside organization involved must either bear the cost of producing such materials, or if approved by the CEO, provide an equivalent or greater value in cross-promotional benefits (i.e., advertising space, editorial space, etc.). Any cross-promotional arrangement must be approved by the CEO, or designee, based upon the criteria in this policy statement.

IX. Reservation of Rights

Airport reserves the right, subject to any contractual obligations, to alter these guidelines, including the right to set additional limitations and/or restrictions on advertising that may be displayed at the Airport, or to ban the display of advertising media in those facilities altogether. The display of advertising at the Airport shall not be interpreted to imply that SBIAA or the Airport endorses any brand, product, or service advertised.

Exhibit C

FAA Provisions for Solicitations

Application of Required Provisions for Solicitations:

Part I Provisions apply to all Solicitations.

Part II Provisions apply to Solicitations of over \$10,000

Part III Provisions apply to Solicitations of over \$100,000

Part IV Provisions apply to Solicitations of over \$250,000

Part I All Solicitations

1. FAA BUY AMERICAN PREFERENCE

The Contractor certifies that its bid/offer is in compliance with 49 USC § 50101, BABA and other related Made in America Laws,¹ U.S. statutes, guidance, and FAA policies, which provide that Federal funds may not be obligated unless all iron, steel and manufactured goods used in AIP funded projects are produced in the United States, unless the Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

The bidder or offeror must complete and submit the certification of compliance with FAA's Buy American Preference, BABA and Made in America laws included herein with their bid or offer. The Airport Sponsor/Owner will reject as nonresponsive any bid or offer that does not include a completed certification of compliance with FAA's Buy American Preference and BABA.

The bidder or offeror certifies that all constructions materials, defined to mean an article, material, or supply other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives that are or consist primarily of: non-ferrous metals; plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber; or drywall used in the project are manufactured in the U.S.

2. GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and

¹ Per Executive Order 14005 "Made in America Laws" means all statutes, regulations, rules, and Executive Orders relating to federal financial assistance awards or federal procurement, including those that refer to "Buy America" or "Buy American," that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States, including iron, steel, and manufactured products offered in the United States.

gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

3. Title VI Solicitation Notice:

The Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.

4. Davis- Bacon Act:

The Davis-Bacon Act (40 USC §§ 3141-3144, 3146, and 3147) ensures that laborers and mechanics employed under the contract receive pay no less than the locally prevailing wages and fringe benefits as determined by the Department of Labor. Any contract that exceeds \$2,000 entered into pursuant to this solicitation will be subject to the Davis-Bacon Act and the contract will contain required provision including minimum wages of labors and mechanics, payroll and records requirements, apprentice and trainee requirements, compliance with Copeland Act requirements. The bidder or offeror is encouraged to review such Davis-Bacon Act requirements as part of submitting a proposal to the Authority, and such requirements are available upon request.

5. Federal Fair Labor Standards Act

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, 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 [Contractor / Consultant] has full responsibility to monitor compliance to the referenced statute or regulation. The [Contractor / Consultant] must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

6. Foreign Trade Restriction - TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

(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 as 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 § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor 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 or subcontractor:

(A) 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

(B) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or

(C) 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 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 Contractor 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 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 Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

Part II Solicitations of over \$10,000

1. NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY

1. The Offeror's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.

2. The goals and timetables for DBE participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

Timetables

Goals for participation in each trade: 8.1%

These goals are applicable to all of the Contractor's construction work (whether or not it is Federal or federally assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and nonfederally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, and obligations required by the specifications set forth in 41 CFR 60-4.3(a) and its efforts to meet the goals. The hours of employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the Contractor shall make a good faith effort to employ DBEs evenly on each of its projects. The transfer of DBE employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The Contractor shall provide written notification to the Director of the Office of Federal Contract Compliance Programs (OFCCP) within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address, and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the subcontract is to be performed.

4. As used in this notice and in the contract resulting from this solicitation, the "covered area" is the Authority, California, County of San Bernardino, City of San Bernardino.

2. CERTIFICATION OF OFFEROR / BIDDER REGARDING DEBARMENT

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.

3. CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must confirm 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:

- (a) Checking the System for Award Management at website: <http://www.sam.gov>.
- (b) Collecting a certification statement similar to the Certification of Offeror /Bidder Regarding Debarment, above.
- (c) Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration 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 remedies, including suspension and debarment of the non-compliant participant.

4. PROCUREMENT OF RECOVERED MATERIALS

Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- (1) The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or
- (2) The contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the contractor can demonstrate the item is:

- a) Not reasonably available within a timeframe providing for compliance with the contract performance schedule;
- b) Fails to meet reasonable contract performance requirements; or
- c) Is only available at an unreasonable price.

Part III Solicitations of over \$100,000

1. CERTIFICATION REGARDING LOBBYING

The Bidder or Offeror certifies by signing and submitting this bid or proposal, 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 Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an 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 this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," 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.

Part IV Solicitations of over \$250,000 - Disadvantaged Business Enterprise Provisions

1. Bid Information Submitted as a matter of responsiveness:

The Owner's award of this contract is conditioned upon Bidder or Offeror satisfying the good faith effort requirements of 49 CFR § 26.53.

As a condition of responsiveness, the Bidder or Offeror must submit the following information with its proposal on the forms provided herein:

- 1) The names and addresses of Disadvantaged Business Enterprise (DBE) firms that will participate in the contract;
- 2) A description of the work that each DBE firm will perform;
- 3) The dollar amount of the participation of each DBE firm listed under (1);
- 4) Written statement from Bidder or Offeror that attests their commitment to use the DBE firm(s) listed under (1) to meet the Owner's project goal
- 5) Written confirmation from each listed DBE firm that it is participating in the contract in the kind and amount of work provided in the prime contractor's commitment; and
- 6) If Bidder or Offeror cannot meet the advertised project DBE goal, evidence of good faith efforts undertaken by the Bidder or Offeror as described in appendix A to 49 CFR part 26. The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.

2. Contract Assurance (49 CFR § 26.13. The requirements of 49 CFR part 26 apply to this contract. It is the policy of the Authority [Insert Name of Owner] to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

The Contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract 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.

3. Prompt Payment (49 CFR § 26.29.

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than [specify number of days, not to exceed 30] days from the receipt of each payment the prime contractor receives from [Name of recipient]. The prime contractor agrees further to return retainage payments to each subcontractor within [specify number of days, not to exceed 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 [Name of Recipient]. This clause applies to both DBE and non-DBE subcontractors.

4. Termination of DBE Subcontracts (49 CFR § 26.53(f))

The prime contractor must not terminate a DBE subcontractor listed in response to [include Solicitation paragraph number where paragraph 12.3.1, Solicitation Language appears] (or an approved substitute DBE firm) without prior written consent of [Name of Recipient]. This includes, but is not limited to, instances in which the prime contractor seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.

The prime contractor shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the contractor obtains written consent [Name of Recipient]. Unless [Name of Recipient] consent is provided, the prime contractor shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE.

[Name of Recipient] may provide such written consent only if [Name of Recipient] agrees, for reasons stated in the concurrence document, that the prime contractor has good cause to terminate the DBE firm. For purposes of this paragraph, good cause includes the circumstances listed in 49 CFR §26.53.

Before transmitting to [Name of Recipient] its request to terminate and/or substitute a DBE subcontractor, the prime contractor must give notice in writing to the DBE subcontractor, with a copy to [Name of Recipient], of its intent to request to terminate and/or substitute, and the reason for the request.

The prime contractor must give the DBE five days to respond to the prime contractor's notice and advise [Name of Recipient] and the contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why [Name of Recipient] should not approve the prime contractor's action. If required in a particular case as a matter of public necessity (e.g., safety), [Name of Recipient] may provide a response period shorter than five days.

In addition to post-award terminations, the provisions of this section apply to preaward deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

EXHIBIT B
SUPERVISORY STAFF PERSONNEL

SBIAA Staff:

Chief Executive Officer

Director of Aviation

Assistant Secretary of the Commission (relating to records production, recordkeeping, political contributions, Form 700 compliance, etc., only)

DRAFT

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 10</p> <p>PRESENTER: Jonathan Galvan, Airport Manager</p>
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SUBJECT: APPROVE AMENDMENT NO. 5 WITH C & A JANITORIAL, LLC IN AN ADDITIONAL CONTRACT AUTHORITY AMOUNT NOT TO EXCEED \$363,100 FOR THE SECOND ONE-YEAR EXTENSION OPTION TERM FOR JANITORIAL SERVICES AT SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY FACILITIES

SUMMARY

On November 21, 2021, the San Bernardino International Airport Authority (SBIAA) awarded C & A Janitorial, LLC (C & A) a three (3)-year contract, with two (2), one (1)-year extension options, to provide janitorial services and supplies at multiple SBIAA buildings. This amendment would authorize an additional contract authority amount of \$363,100 for the second one (1)-year extension option. The increase is necessary to address an expanded scope of services driven by rising facility occupancy over the last four years.

RECOMMENDED ACTION(S)

Approve Amendment No. 5 to the Services Agreement with C & A Janitorial, LLC in an additional contract authority amount not to exceed \$363,100 for a total revised five (5)-year contract amount that will not exceed \$1,826,310 for routine janitorial services and supplies at certain SBIAA buildings; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. Funding for these Fiscal Year 2025-2026 services are included in the approved San Bernardino International Airport Authority (SBIAA) Fiscal Year 2025-2026 Budget in Airport Management Department, Budget Class 57 - Other Expenses and Expenditures.

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

BACKGROUND INFORMATION

The San Bernardino International Airport Authority (SBIAA) is responsible for janitorial services and supplies for the following buildings: Hangar 341, Hangar 674, Building 674, Building 680, Building 730, Building 759, Air Traffic Control Tower, General Aviation Hangar Restrooms, Hangar 763, Cargo Building, Domestic Terminal, International Arrivals Terminal, Car Rental Facility, Luxivair SBD, Fuel Farm, and the Domestic Terminal Parking Lot. In accordance with the respective lease agreements for Hangar 763 restrooms, Hangar 674 and offices, general aviation restrooms and Building 759, the landlord is responsible for janitorial services; the costs for which are recovered through the lease agreements.

On November 24, 2021, the SBIAA Commission awarded a janitorial services contract to C & A, which is currently operating under the second one (1)-year extension term. While Amendments No. 1 through No. 4 addressed CPI fluctuations, rising supply costs, and California's minimum wage hikes, Amendment No. 5 proposes an additional contract authority amount not to exceed \$363,100 increase to the second option term to accommodate expanded service needs from additional service locations and tenant occupancy.

Attachments:

1. Form of Amendment No. 5

SAN BERNARDINO INTERNATIONAL AIRPORT
AUTHORITY

AMENDMENT NO. 5 TO
SERVICES AGREEMENT
[C&A Janitorial Services]

This Amendment No. 5 to the Agreement for Professional Services is entered into and shall be effective as of the 25th day of February, 2026, by and between the SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY a joint powers authority created pursuant to Government Code Sections 6500, et seq. (“SBIAA”), and C&A Janitorial Services, (the “Consultant”).

I. RECITALS

- A. The SBIAA and Consultant entered into that certain Service Agreement for Janitorial Services, as of December 1, 2021 (“Agreement”);
- B. The SBIAA and Consultant desire to amend the terms of the Agreement as described herein and considered as Amendment No. 5 as approved by the SBIAA Board on February 25, 2026.

II. AGREEMENTS

NOW, THEREFORE, in consideration of the mutual covenants, premises, and agreements and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the SBIAA and Consultant agree as follows:

- 1. The total amount not to exceed for the contract with the Consultant is increased by \$363,100 extending through November 30, 2026; for a total revised contract amount of \$1,826,310. This amends Section 2 “Invoicing and Payment” of the original Agreement.

III. MISCELLANEOUS PROVISIONS

- 1. Unless otherwise provided herein, all capitalized and/or defined terms herein shall have the same meaning given to such capitalized and/or defined terms in the Agreement.
- 2. Except as amended hereby, all of the terms and provisions of the Agreement are hereby reaffirmed and remain in full force and effect. The terms and provisions of this Amendment No. 3 shall control over any inconsistent or conflicting provisions of the Agreement.

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[SIGNATURES ON FOLLOWING PAGE]

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IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 5 to be executed by the authorized signatures of the officers of each of them as of the date first referenced above.

SBIAA

SAN BERNARDINO
INTERNATIONAL AIRPORT
AUTHORITY a joint powers
authority

By: _____
Michael Burrows, Chief Executive Officer

ATTEST:

Jillian Ubaldo,
Clerk of the Board

Consultant

C&A Janitorial Services

By: _____

EXHIBIT A

SUPERVISORY STAFF PERSONNEL

SBIAA Staff:

Chief Executive Officer

Airport Manager

DRAFT

EXHIBIT B

FAA CONTRACT PROVISIONS

I. EQUAL OPPORTUNITY CLAUSE.

A. During the performance of this contract, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, 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.

2. 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 consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

3. The Consultant will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

4. 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 by the agency contracting officer, advising the labor union or workers' representatives of the Consultant's commitments under this section 202 of Executive Order 11246

of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. 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.

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

7. In the event of the Consultant's noncompliance with the nondiscrimination clauses of this contract or with any such 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 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.

8. The Consultant will include the provisions of paragraphs (1) through (8) 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 may be directed by the Secretary of Labor 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, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

B. Standard Federal Equal Employment Opportunity Construction Contract Specifications:

1. As used in these specifications:

a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;

b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;

c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;

d. "Minority" includes:

(1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);

(2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);

(3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and

(4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whether the Consultant, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Consultant is participating (pursuant to 41 CFR part 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Consultants must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Consultant or subcontractor participating in an approved plan is individually required to comply with its obligations under the EEO clause and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other contractors or subcontractors toward a goal in an approved Plan does not excuse any covered Consultant's or subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Consultant shall implement the specific affirmative action standards provided in paragraphs 7a through 7p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Consultant should reasonably be able to achieve

in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical area where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Consultant is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Consultant has a collective bargaining agreement, to refer either minorities or women shall excuse the Consultant's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Consultant during the training period, and the Consultant must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Consultant shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Consultant's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Consultant shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Consultant's employees are assigned to work. The Consultant, where possible, will assign two or more women to each construction project. The Consultant shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Consultant's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Consultant or its unions have employment opportunities available, and maintain a record of the organizations' responses.

c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from

a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Consultant by the union or, if referred, not employed by the Consultant, this shall be documented in the file with the reason therefor, along with whatever additional actions the Consultant may have taken.

d. Provide immediate written notification to the Director when the union or unions with which the Consultant has a collective bargaining agreement has not referred to the Consultant a minority person or woman sent by the Consultant, or when the Consultant has other information that the union referral process has impeded the Consultant's efforts to meet its obligations.

e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Consultant's employment needs, especially those programs funded or approved by the Department of Labor. The Consultant shall provide notice of these programs to the sources compiled under 7b above.

f. Disseminate the Consultant's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Consultant in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions including specific review of these items with onsite supervisory personnel such as superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the Consultant's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Consultant's EEO policy with other contractors and subcontractors with whom the Consultant does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Consultant's recruitment area and

employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Consultant shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a Consultant's work force.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Consultant's obligations under these specifications are being carried out.

n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilets and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Consultant's EEO policies and affirmative action obligations.

8. Consultants are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Consultant is a member and participant may be asserted as fulfilling any one or more of its obligations under 7a through 7p of these specifications provided that the Consultant actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Consultant's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Consultant.

The obligation to comply, however, is the Consultant's and failure of such a group to fulfill an obligation shall not be a defense for the Consultant's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Consultant, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Consultant may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Consultant has achieved its goals for women generally, the Consultant may be in violation of the Executive Order if a specific minority group of women is underutilized).

10. The Consultant shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

11. The Consultant shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Consultant shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Consultant who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Consultant, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Consultant fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR part 60-4.8.

14. The Consultant shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee, the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g. those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

II. 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. **General Civil Rights Provision.** In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

B. **Title VI List of Pertinent Nondiscrimination Acts and Authorities.** During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms

“programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

C. Compliance with Nondiscrimination Requirements. During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the “Consultant”), agrees as follows:

1. Compliance with Regulations. The Consultant 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.

2. Nondiscrimination. The Consultant, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant will not participate 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.

3. 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.

4. 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.

5. 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:

- a. Withholding of payments to the Consultant under the Contract until the Consultant complies, and/or
- b. Cancellation, termination, or suspension of the Contract, in whole or in part.

6. 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.

III. DISADVANTAGED BUSINESS ENTERPRISES.

A. The Consultant, subrecipient 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. 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.

C. Termination of DBE Subcontracts (49 CFR § 26.53(f)) - The prime Consultant must not terminate a DBE subcontractor listed in response to **to [include Solicitation paragraph number where paragraph 12.3.1, Solicitation Language appears]** (or an approved substitute DBE firm) without prior written consent of SBIAA. This includes, but is not limited to, instances in which the prime Consultant seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.

D. The prime Consultant shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the Consultant obtains written consent of SBIAA. Unless SBIAA consent is provided, the prime Consultant shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE.

E. SBIAA may provide such written consent only if SBIAA agrees, for reasons stated in the concurrence document, that the prime Consultant has good cause to terminate the DBE firm. For purposes of this paragraph, good cause includes the circumstances listed in 49 CFR §26.53.

F. Before transmitting to SBIAA its request to terminate and/or substitute a DBE subcontractor, the prime Consultant must give notice in writing to the DBE subcontractor, with a copy to SBIAA of its intent to request to terminate and/or substitute, and the reason for the request.

G. The prime Consultant must give the DBE five days to respond to the prime Consultant's notice and advise SBIAA and the contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why SBIAA should not approve the prime Consultant's action. If required in a particular case as a matter of public necessity (e.g., safety), SBIAA may provide a response period shorter than five days.

H. In addition to post-award terminations, the provisions of this section apply to pre-award deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

IV. CERTIFICATION REGARDING LOBBYING. Consultant/Offeror certifies by signing and submitting this bid or proposal, 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

this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," 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.

D. This certification is a material representation of the 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.

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

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 as 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.

D. 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.

E. 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.

F. 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.

4. 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.

5. 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.

6. This certification is a material representation of the 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.

VI. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION.

A. Certification of Offeror/ Bidder Regarding Debarment. 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.

B. 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 Certification of Offeror/Bidder Regarding Debarment, above;

3. Inserting a clause or condition in the covered transaction with the lower tier contract.

4. 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.

VII. CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS. The Consultant certifies by signing and submitting this bid or proposal that, to the greatest extent practicable, the Consultant has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.

VIII. PROCUREMENT OF RECOVERED MATERIALS. The following provision apply if this Agreement includes procurement of product that exceeds \$10,000.

A. Consultant and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Consultant and subcontractors are to use products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

1. The agreement requires procurement of \$10,000 or more of a designated item during the fiscal year; or

2. The consultant has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

B. The list of EPA-designated items is available at www.epa.gov/smm/comprehensive-procurement-guidelines-construction-products.

C. Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the contractor can demonstrate the item is:

1. Not reasonably available within a timeframe providing for compliance with the contract performance schedule;

2. Fails to meet reasonable contract performance requirements; or

3. Is only available at an unreasonable price.

IX. SEISMIC SAFETY. The following provision only applies if the contract work involves construction of new buildings or addition to existing buildings.

A. In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a “certification of compliance” that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

DRAFT

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 11</p> <p>PRESENTER: Scott Huber, Legal Counsel</p>
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SUBJECT: DISCUSSION AND DIRECTION REGARDING THE POTENTIAL ESTABLISHMENT OF THE EXECUTIVE COMMITTEE AS A STANDING COMMITTEE AND ADOPTION OF A REGULAR MEETING SCHEDULE

SUMMARY

At the direction of the San Bernardino International Airport Authority (SBIAA) Commission President, this item is presented to the Commission for discussion regarding the formalization of the Executive Committee as a Standing Committee. Staff seeks Commission direction on whether to transition this body from an ad hoc into a Standing Committee and how to best structure a recurring meeting calendar to support the Commission’s goals.

RECOMMENDED ACTION(S)

Staff recommends that the Commission discuss the proposed formalization of the Executive Committee as a Standing Committee and provide specific direction regarding its desired scope and meeting frequency. Upon receiving this direction, staff will return at a subsequent meeting with the necessary procedural amendments and resolution to reflect the Commission’s consensus.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

The Executive Committee currently operates as an "ad hoc" or temporary advisory body. Under the Ralph M. Brown Act, such committees are generally exempt from public notice and agenda posting requirements, provided they are composed of less than a quorum of the legislative body and have a limited, narrow scope. This flexibility allows for informal, targeted work on specific, short-term assignments without the administrative requirements of a full public meeting. The SBIAA Commission President has identified a potential need for a more consistent forum to review administrative matters, budget preparations, and policy initiatives before they are brought to the full Commission.

A transition to a Standing Committee would establish a permanent role for this body within the Commission's procedural framework. The Brown Act defines a Standing Committee as any committee with continuing subject matter jurisdiction or a meeting schedule established by formal action of the legislative body. Should the Commission elect to set a regular meeting schedule for the Executive Committee, it would legally be classified as a Standing Committee. This status necessitates full Brown Act compliance, including the requirement to post agendas 72 hours in advance, hold meetings in locations accessible to the public, and provide an opportunity for public comment.

If the Commission desires to transition to a Standing Committee format, staff will require direction on the preferred meeting frequency and the specific recurring date and time. If the Commission prefers to maintain the current ad hoc status, no formal action is required at this time, though the committee would continue to meet only on an as-needed basis for specific, non-recurring tasks.

Attachments:

1. None

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 12</p> <p>PRESENTER: Michael Burrows, Chief Executive Officer</p>
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SUBJECT: CONDUCT BUSINESS PLAN UPDATE WORKSHOP

SUMMARY

An oral report and PowerPoint presentation will be provided at the time of meeting. Commissioner feedback and direction will be requested during the workshop.

RECOMMENDED ACTION(S)

Conduct a San Bernardino International Airport Authority (SBIAA) Business Plan workshop and provided feedback and direction to Staff as appropriate, in reference to the prior workshops held on October 22, 2025, December 18, 2025, January 28, 2026, and February 25, 2026.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

In 2009, the Inland Valley Development Agency (IVDA) and San Bernardino International Airport Authority (SBIAA) adopted its first Strategic Plan which operated on a five-year and ten-year outlook. In 2015, the SBIAA Commission adopted a new Strategic Plan which centered on revised initiatives, goals, and priorities. These were focused on Priority Projects and Programs for SBD International Airport. Staff have provided annual updates to the Board since the inception of the Strategic Plan. The most recent update was in 2020 wherein the plan was modified to reflect SBIAA Business Plan priorities. Reports on the status of the Action Plan (a subset of the Strategic Plan) are provided monthly.

Staff have been in the process of finalizing the upcoming fiscal year update and story map, which has been presented most recently with the annual budget process. The current SBIAA Business Plan is programmed for an update in 2026. Reports and workshops on core elements of the pending Business Plan Update were held on October 22, 2025, December 18, 2025, January 25, 2026, and February 25, 2026.

Attachments:

1. PowerPoint Presentation



San Bernardino International Airport

Business Plan Update – February 2026 Volume 4



Planning Process



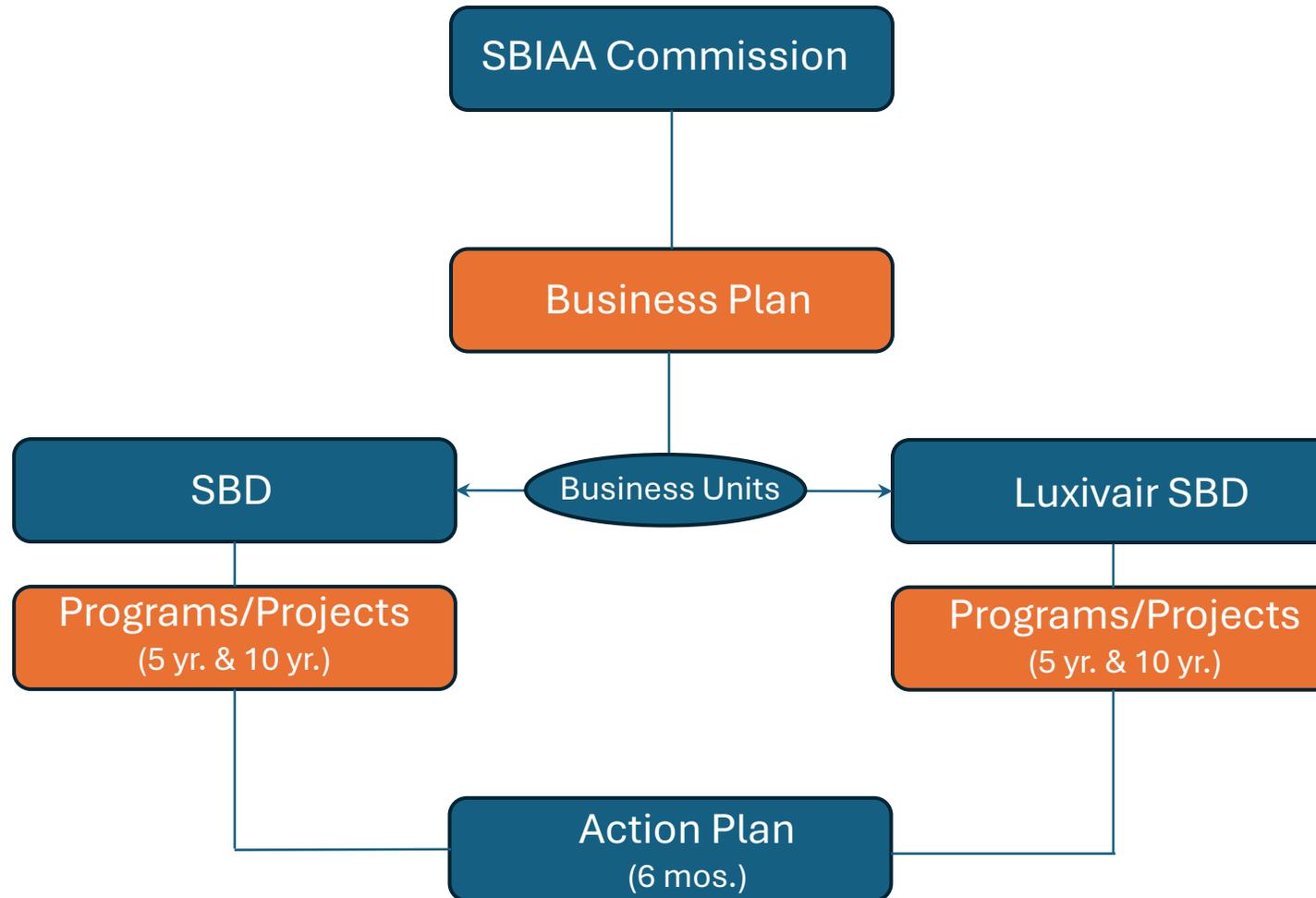
2010-2015 Plan

2015-2020 Plan

2020-2025 Plan

Update

Business Plan Structure



Aviation Business Partners at SBD - 2026



Operational Business Units: Alignment (2026 - 2031)



Focal Areas:

- 1) Expanded Passenger Service
- 2) U.S. Customs Staffing Enhancement
- 3) Upgrade Navigational Aids



Focal Areas:

- 1) Elevate the Customer Experience
- 2) Expanded International Service
- 3) Maintain Steady Growth

Operational Business Units: (2026 - 2031)



Planning Projects 2026-2031			
#	Project	Est. Completion	Cost
1	SBD Above & Beyond Project (Pre-Build)	2026/27	\$ 300,000
2	Airport Environmental Programs	2027/28	\$ 300,000
3	GA Hangar Expansion (Permitting)	2026/28	\$ 100,000
4	Airport Communication Initiatives	Annual	\$ 200,000
5	Pavement Management Update	2026/28	\$ 500,000
6	Entitlement/ Design of Hangar Expansion Areas (Cargo)	2026/28	\$ 250,000
7	SBD Above & Beyond Project (Permitting & Design/Build)	2027/28	\$ 250,000
8	Environmental Assessment for extension of Runway 6/24 and Taxiway "A"	2028/30	\$ 800,000
9	SBD Good Neighbor Program (YOY)	Annual	\$ 400,000

Operational Business Units: (2026 - 2031)



Construction Projects 2026-2031			
#	Project	Est. Completion	Cost
1	Reconstruct Portion of Taxiway (A) FAA	2026/27	\$ 4,510,612
2	Inter-Terminal Pedestrian Walkway	2026/27	\$ 150,000
3	Pavement Mangement Plan Update (FAA)	2026/27	\$ 292,300
4	Slurry Seal & Airfield Striping Project (FAA)	2026	\$ 3,275,708
5	Airfield Drainage Channel Repairs (City Creek)	2027/28	\$ 3,100,000
6	Construct Apron Pavement in East GA Area (Phase II)	2027/28	\$ 500,000
7	SBD Above & Beyond Project	2026/27	\$ 6,000,000
8	Airport Operations/ Maintenance Vehicle Replacements	Annual	\$ 250,000
9	Airport Operations Communications Upgrades	Annual	\$ 150,000
10	General Aviation Hangar Construction - Phase III	2026/28	\$ 1,000,000
11	Reconstruct North Airport Ramp (2026)	2026/27	\$ 3,000,000
12	FAA ARFF Response Vehicle (2027)	2026/27	\$ 1,300,000
13	Reconstruct Runway Stopways (2027)	2027/28	\$ 3,500,000
14	Airport Navaid Upgrades	2027/30	\$ 375,000
15	Airport Security Vehicle Replacements	Annual	\$ 200,000
16	Fiberoptic Network Repairs/ Upgrades	Annual	\$ 150,000

Operational Business Units: (2026 - 2031)



Planning/Maintenance Projects 2026-2031			
#	Project	Est. Completion	Cost
1	Community Programs	2026/27	\$ 250,000
2	Luxivair SBD Business Plan Support	Annual	\$ 30,000
3	Alternative Fuel Vehicle & Equipment Upgrades (EV/GSE)	2026/28	\$ 600,000
4	Solar Upgrades	2027/28	\$ 110,000
5	Customer Service & Financial Training	Annual	\$ 50,000
6	Computer/ Network Upgrades (FBO & Fuel Farm)	2026/28	\$ 50,000
7	POS/ Tablet System Upgrades	2026/29	\$ 25,000
8	Luxivair SBD Lighting Upgrades	2026/27	\$ 50,000
9	Concession Design & Entitlement	2027/28	\$ 120,000

Operational Business Units: (2026 - 2031)



Development Projects 2026-2031			
#	Project	Est. Completion	Cost
1	Signage (on-site & airfield)	2026/28	\$ 75,000
2	Baggage Tractor (EV)	2026/29	\$ 82,000
3	Relocate Blast Fence	2027/29	\$ 50,000
4	Towbars	2027/29	\$ 30,000
5	Belt Loader	2027/29	\$ 81,000
6	Fuel Farm Lighting/ Awnings	2027/28	\$ 80,000
7	Airport Ramp Upgrades	2027/28	\$ 350,000
8	Courtesy Shuttle Van	2028/29	\$ 120,000
9	Baggage Tractor (EV)	2027/28	\$ 60,000
10	Parking Lot Improvements	2027/28	\$ 150,000
11	Concession Improvements	2027/29	\$ 2,500,000
12	Tug Upgrade	2027/29	\$ 120,000
13	Fuel Truck Upgrades	2028/29	\$ 500,000
14	GSE Upgrade	Annual	\$ 750,000
15	Striping Project	2026/29	\$ 100,000
16	FF &E Replacement	2027/29	\$ 250,000
17	Box Hangar Construction	2027/29	\$ 6,500,000
18	Construct FBO Ramp & Apron	2027/30	\$ 2,000,000
19	Solar System Installation	2028/29	\$ 1,300,000
20	Courtesy Car replacements	2026/30	\$ 250,000

	<p>TO: San Bernardino International Airport Authority Commission</p> <p>DATE: March 25, 2026</p> <p>ITEM NO: 13</p> <p>PRESENTER: 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 JUNE 30, 2026

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 (SBIAA) through June 30, 2026.

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 2025-2026.

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

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

June 30, 2026 – Airport Focal Areas



Ensure Operational & Financial Stability

Stabilize Revenue Streams & Sources

Good Neighbor Program

Airport Outreach:

Business Retention & Expansion

EV & Solar Projects

FAA Taxiway Project

Grant Programs & Initiatives

International Trade

Business Plan Update



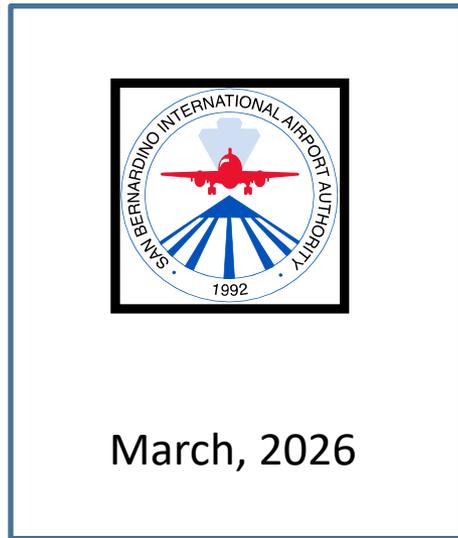
San Bernardino International Airport Authority

Draft Action Plan for SBIAA (6/30/26)

Month	Key Initiative	Key Resources	Completion Date
January, 2026	Airport Operations Update; FAA Reporting; Good Neighbor Report	SBIAA Commission, CEO, Director of Aviation, Airport Manager, Director of Finance	January, 2026
February , 2026	Mid-Year Budget Adjustments; FAA Emergency Exercise	Director of Aviation, Airport Manager, Director of Finance, Director of Administration	February, 2026
March, 2026	Annual Audit; Legislative Updates; Operational Updates	CEO, Director of Administration, Director of Aviation, Director of Finance	March, 2026
April, 2026	Grant Program & Initiatives; Green Energy Element Update	Director of Finance, Director of Aviation, Project Manager	April, 2026
May, 2026	International Trade Initiatives; Draft Annual Budget Preparation and Review	SBIAA Commission & Committee, CEO, Director of Finance, Exec Staff	May, 2026
June, 2026	Adopt Annual Budget	SBIAA Commission & Committee, CEO., Aviation Director, Director of Finance, Exec Staff	June, 2026

- Critical Path for Commission Buy-In & Implementation; Aggressive Timeline May Impact Capital Plan

SBIAA Near-Term Action Plan – Implementation



Sub-Initiative Status:



Incomplete

In Process

Completed

Stabilize Tenants & Infrastructure



Review Operational Plans



FAA Taxiway Project



Implement New Operational Software



Complete 2025/26 Airport Marketing Efforts & Initiatives



Air Passenger Service



International Trade
Legislative Program

