



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** John Aitken

**SUBJECT:** SEE BELOW

**DATE:** May 7, 2019

Approved

Date

5-8-19

## INFORMATION

**SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF JANUARY 1 - MARCH 31, 2019**

## EXECUTIVE SUMMARY

The San José Municipal Code authorizes the Director of Aviation to negotiate and execute Agreements, Permits, Licenses and Leases on behalf of the City. In accordance with the Municipal Code's reporting guidelines, this memorandum details actions taken under the delegation of authority to the Director of Aviation for the third quarter of FY 2018-2019 (January 1 - March 31, 2019). During this reporting period, the Director of Aviation approved actions to: (1) Execute Artwork Display Agreement; (2) Execute Airline Marketing Reimbursement Agreements; (3) Execute Signatory Airline-Airport Lease and Operating Amendment; (4) Execute Data Protection Agreement; (5) Execute Commercial Operating Permit Agreement; (6) Execute Lease of Airport Premises Amendment; (7) Execute Concession Agreement; and (8) Execute Ground Transportation Permits.

This activity is summarized in Attachment A.

## COORDINATION

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

/s/

JOHN AITKEN, A.A.E.  
Director of Aviation

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

Attachment A

**ATTACHMENT A**

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION  
THIRD QUARTER OF FY 2018-19 (JANUARY 1-MARCH 31)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	1/23/2019	Ninth Amendment to Airline-Airport Lease and Operating Agreement between City of San José and Alaska Airlines 10267-OA-07-9	Resolution 78176	\$7,888,473	3/3/2008-6/30/2019
2	1/29/2019	Marketing Reimbursement Agreement between City of San José and Concesionaria Vuela Compañía de Aviación, S.A.P.I. de C.V (Volaris) for new routes service SJC – MLM, ZCL, BJX	Resolution 78803	\$99,999	1/17/2019-7/16/2020
3	2/27/2019	Data Protection Agreement between City of San José and Amadeus Airport IT Americas, Inc.	Section 2.04.1420	\$0	1/22/2019- upon termination of the project
4	3/6/2019	Marketing Reimbursement Agreement between City of San José and Alaska Airlines for new route service SJC – PAE	Resolution 78710	\$25,000	2/26/2019-2/25/2020
5	3/13/2019	Agreement for Artwork Display at the Norman Y. Mineta International Airport between City of San José and San José State University	S.J.M.C. 25.08.1340	\$0	2/20/2019-2/19/2024
6	3/21/2019	Second Amendment to Lease Agreement between City of San José and Mac Cargo Handling SJC, LLC 10564-LE-16-2	S.J.M.C. 25.08.1340	\$119,611	4/13/2016-4/17/2022

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
7	3/21/2019	Fifth Amendment to Concession Agreement between City of San José and Sky Chefs, Inc. 1334-LE-95-5	Resolution 78979	\$1,750,735	2/14/2019- 2/14/2024
8	3/19/2019	Airport Commercial Operating Permit between City of San José and Constant Aviation, LLC	S.J.M.C. 25.08.900	\$22,500	3/19/2019- month-to-month thereafter
9-11	3/13/2019- 3/27/2019	Execution of three (3) Permits for Ground Transportation Providers	S.J.M.C. 25.08.710	\$200 per Permit	3/15/2019- 6/30/2021

