

1 [Airport Contract Modification - Hallmark Aviation Services, L.P. - Airport Information and  
2 Guest Assistance Services - Not to Exceed \$20,001,419]

3 **Resolution approving Modification No. 2 to Contract No. 50365 with Hallmark Aviation**  
4 **Services, L.P. for Airport Information and Guest Assistance Services to extend the**  
5 **term for one year for a total term of July 1, 2024, through June 30, 2026, and increase**  
6 **the contract amount by \$10,701,990 for a new contract amount not to exceed**  
7 **\$20,001,419 pursuant to Charter, Section 9.118(b).**

8  
9 WHEREAS, On June 4, 2024, by Resolution No. 24-0119, the Airport Commission  
10 awarded the Contract No. 50365 ("Contract") to Hallmark Aviation Services, L.P. for Airport  
11 Information and Guest Assistance Services ("Hallmark") in an amount not to exceed  
12 \$9,299,429 for a term of one year, ending on June 30, 2025, with three one-year options to  
13 extend, exercisable at the sole discretion of the Airport Commission; and

14 WHEREAS, On February 7, 2025, the Airport Director approved Modification No. 1 to  
15 the Contract to retroactively correct the hourly rates, benefits, and other direct costs set forth  
16 in the Calculation of Charges back to July 1, 2024, and update certain standard contract  
17 provisions; and

18 WHEREAS, On April 1, 2025, by Resolution No. 25-0047, the Airport Commission  
19 approved Modification No. 2 to the Contract to exercise the first of three one-year options to  
20 extend the term to June 30, 2026, and increase the contract amount by \$10,701,990 for a new  
21 total not to exceed amount of \$20,001,419 ("Modification No. 2"); and

22 WHEREAS, Charter, Section 9.118(b) provides that the agreements entered into by a  
23 department, board or commission requiring anticipated expenditures by the City and County  
24 of ten million dollars, shall be subject to approval by the Board of Supervisors by Resolution;  
25 and

1           WHEREAS, Copies of Modification No. 2 are on file with the Clerk of the Board of  
2 Supervisors in File No. \_\_\_\_\_; now, therefore, be it

3           RESOLVED, That the Board of Supervisors hereby approves Modification No. 2 to  
4 Contract No. 50365 with Hallmark Aviation Services, L.P. to exercise the first of three one-  
5 year options to extend the term to June 30, 2026, and increase the contract amount by  
6 \$10,701,990 for a new total not to exceed amount of \$20,001,419; and, be it

7           FURTHER RESOLVED, That within thirty (30) days of Modification No. 2 being fully  
8 executed by all parties, the Airport Commission shall provide the executed copies to the Clerk  
9 of the Board for inclusion into the official file.