

AIRPORT COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

RESOLUTION NO. 16-0162

MODIFICATION NO. 6 TO CONTRACT NO. 9075 WITH POLARIS RESEARCH AND DEVELOPMENT, INC.

- WHEREAS, on June 7, 2011, the Commission adopted Resolution No. 11-0136 authorizing the Airport to enter into a contract with Polaris Research and Development, Inc., a certified LBE, to staff and manage the Airport Information Booth Program in an amount not to exceed \$5,150,000 for a period of three years effective July 1, 2011, with up to two (2) additional one-year options to renew, exercisable at the sole discretion of the Commission; and
- WHEREAS, on December 18, 2012, the Commission adopted Resolution No. 12-0269 approving Modification No. 1 to increase the scope of work by adding one staffed Information Booth in Terminal 1 for four hours per day during the morning peak period and increasing the contract budget for Fiscal Year 2012-13 in the amount of \$45,000, and an additional \$90,000 for Fiscal Year 2013-14, for a new total not to exceed contract amount of \$5,285,000; and
- WHEREAS, on February 12, 2013, the Commission adopted Resolution No. 13-0034 approving Modification No. 2 to complete the permanent installation of eight ground transportation kiosks in the amount of \$133,544, for a new total contract amount not to exceed \$5,418,544; and
- WHEREAS, on February 21, 2014, Polaris signed Modification No. 3 (administrative) for an hourly rate adjustment, consistent with the terms of the contract; and
- WHEREAS, on March 18, 2014, the Commission adopted Resolution No. 14-0050 approving Modification No. 4 to extend the term of the contract by exercising the first of two one-year options at an amount not to exceed \$2,099,535 for contract year July 1, 2014 through June 30, 2015, for a new total contract amount not to exceed \$7,518,079; and
- WHEREAS, on March 3, 2015, the Commission adopted Resolution No. 15-0053 approving Modification No. 5 to extend the term of the contract by exercising the final of two one-year options at an amount not to exceed \$2,079,123 for the contract year July 1, 2015 through June 30, 2016, for a new total contract amount not to exceed \$9,597,202; and
- WHEREAS, a six-month extension of the contract is necessary to provide continuity of service until completion of the selection process for a successor; and
- WHEREAS, providing public information services in the Airport terminals is necessary to inform air passengers about available ground transportation options, Airport facilities and services, regional accommodations, visitor services, and events; and
- WHEREAS, SFO's Information Booth Program supports the Airport's Trip Reduction Rule by selling transit tickets and passes to Airport employees and passengers; and
- WHEREAS, the Airport's Travelers Aid Information Booths are valuable resources for SFO passengers because they are staffed by volunteers and, therefore, result in saving the Airport over \$2,000,000 annually; and

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- WHEREAS, the Travelers Aid Information Booth Program at SFO would not be possible without the supervision of part-time volunteer coordinators funded by the Information Booth contract; now, therefore, be it
- RESOLVED, that this Commission approves Modification No. 6 to Contract No. 9075 with Polaris Research and Development, Inc. to extend the contract in an amount not to exceed \$1,198,072 for the period July 1, 2016 through December 31, 2016, for a new total contract amount not to exceed \$10,795,274; and, be it further
- RESOLVED, that the Airport Director is authorized to take the necessary steps to obtain Board of Supervisors' approval of the contract modification pursuant to San Francisco Charter Section 9.118(b).

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I hereby certify that the foregoing resolution was adopted by the Airport Commission
at its meeting of _____

MAY 17 2016

Jan Camacho
Secretary