

AIRPORT COMMISSION

CITY AND COUNTY OF SAN FRANCISCO


RESOLUTION NO. 25-0041

AWARD OF THE AUTOMATED TELLER MACHINE SERVICE LEASE A TO BANK OF AMERICA, N.A.

- WHEREAS, on August 20, 2024, by Resolution No. 24-0188, the Airport Commission (Commission) authorized Staff to issue a Request for Bids (RFB) for two Automated Teller Machine (ATM) Service Leases; and
- WHEREAS, Staff issued the RFB and conducted a virtual informational conference, gathered feedback and evaluated requests for changes to the business terms where appropriate; and
- WHEREAS, in response to the RFB, the Airport received a sole bid for Lease A (Lease A) from Bank of America, N.A. of \$250,000 for the Minimum Annual Guarantee for the first year of the Lease A; and
- WHEREAS, Bank of America, N.A., meets the minimum qualifications and has successfully operated ATMs at the Airport under an existing lease; now, therefore, be it
- RESOLVED, that this Commission hereby awards the Automated Teller Machine Service Lease A to Bank of America, N.A. with a Minimum Annual Guarantee of \$250,000 for a three-year term with one 2-year option to extend the term exercisable at the sole and absolute discretion of the Commission, and on the other terms set forth in the Director's memorandum on file with the Director of Commission Affairs; and, be it further
- RESOLVED, that the Director of Commission Affairs is hereby directed to request approval of the Lease by resolution of the Board of Supervisors pursuant to Section 9.118 of the Charter of the City and County of San Francisco.

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

MAR 4 2025


Secretary

MEMORANDUM

March 4, 2025

TO: AIRPORT COMMISSION
Hon. Malcolm Yeung, President
Hon. Jane Natoli, Vice President
Hon. Jose F. Almanza
Hon. Mark Buell
Hon. Susan Leal

25-0041

25-0042

MAR 4 2025

FROM: Airport Director

SUBJECT: Award of the Two Automated Teller Machine Service Leases

DIRECTOR'S RECOMMENDATION: (1) AWARD THE AUTOMATED TELLER MACHINE SERVICE LEASE A TO BANK OF AMERICA, N.A. AND SERVICE LEASE B TO WELLS FARGO, N.A. AND (2) DIRECT THE DIRECTOR OF COMMISSION AFFAIRS TO SEEK APPROVAL OF THE LEASES FROM THE BOARD OF SUPERVISORS PURSUANT TO SECTION 9.118 OF THE CHARTER OF THE CITY AND COUNTY OF SAN FRANCISCO.

Executive Summary

The competitive bid process has concluded for the two Automated Teller Machine (ATM) Service Leases, Lease A and Lease B, each comprised of 12 ATM locations, and each with a term of three years with one 2-year option period. Based on the bid amounts, Staff recommends awarding Lease A to Bank of America, N.A. (Bank of America) and Lease B to Wells Fargo, N.A. (Wells Fargo).

Background

On August 20, 2024, by Resolution No. 24-0188, the Airport Commission (Commission) authorized Staff to re-issue the Banking Services Lease Request for Bids for Two Automated Teller Machine Service Leases through a Request for Bid (RFB). The RFB was issued after the Commission authorized Staff to cancel the previous request for bids process because the Airport received no bids in response.

Staff issued the RFB and conducted a virtual informational conference on September 25, 2024. Staff gathered feedback and evaluated requests for changes to business terms where appropriate. In response to the RFB, the Airport received one bid for each Lease by the December 18, 2024 bid deadline. Both banks meet the minimum qualifications and have successfully serviced the Airport over the years.

Bank of America began installing ATMs in 1974 and has 50 years of experience in the ATM business. Bank of America operates approximately 15,000 ATMs, including 12 at the Airport under an existing lease which expires August 31, 2025. Bank of America tendered the sole and winning bid of \$250,000 on Lease A, which will be the Minimum Annual Guarantee (MAG) for the first lease year.

THIS PRINT COVERS CALENDAR ITEM NO. 8

Wells Fargo is celebrating 127 years of service and is the fourth largest bank in the nation, with 13,000 ATMs, including 12 locations at the Airport under an existing lease that is currently on a month-to-month holdover until the new Lease B commences. Wells Fargo tendered the sole and winning bid of \$350,000 on Lease B, which will be the MAG for the first lease year.

Lease A and Lease B will each have an initial term of three years with one 2-year option term, exercisable in the sole and absolute discretion of the Commission.

Recommendation

I recommend this Commission (1) award the Automated Teller Machine Service Lease A to Bank of America, N.A. and award the Automated Teller Machine Service Lease B to Wells Fargo, N.A., and (2) direct the Director of Commission Affairs to request approval of the Leases from the Board of Supervisors pursuant to Section 9.118 of the Charter of the City and County of San Francisco.



Mike Nakornkhet
Airport Director

Prepared by: Kevin Bumen
Chief Financial and Commercial Officer

Attachments

Attachment 1

Two Automated Teller Machine Service Leases

<p>Premises:</p>	<p>Twelve ATM locations (per Lease) in Harvey Milk Terminal 1, Terminal 2, Terminal 3, and Dianne Feinstein International Terminal and Rental Car Center</p>	
	<p><u>Lease A (Bank of America)</u></p> <ol style="list-style-type: none"> 1. Harvey Milk Terminal 1, arrivals level 2. Harvey Milk Terminal 1, Boarding Area B, post-security 3. Harvey Milk Terminal 1, Boarding Area C post-security 4. Terminal 2 departures level, pre-security 5. Terminal 2, post-security 6. Terminal 2, arrivals level 7. Terminal 3 East departures, post-security 8. Terminal 3 Boarding Area F Hub, post-security 9. Terminal 3 West, post-security (future location) 10. Dianne Feinstein International Terminal Building, near BART, pre-security 11. Dianne Feinstein International Terminal Building, near G food court, pre-security 12. Dianne Feinstein International Terminal, Boarding Area A, post-security 	<p><u>Lease B (Wells Fargo)</u></p> <ol style="list-style-type: none"> 1. Harvey Milk Terminal 1, departures pre-security 2. Harvey Milk Terminal 1, Boarding Area B, post-security 3. Harvey Milk Terminal 1, Boarding Area C, post-security 4. Terminal 2 departures level, pre-security 5. Terminal 2, post-security 6. Terminal 3, arrivals level 7. Terminal 3 East, departures level, post-security 8. Terminal 3 Boarding Area F Hub, post-security 9. Terminal 3 West, post-security (future location) 10. Dianne Feinstein International Terminal Building, near A food court, pre-security 11. Dianne Feinstein International Terminal, Boarding Area G, post-security 12. Rental Car Center, Level 4

Attachment

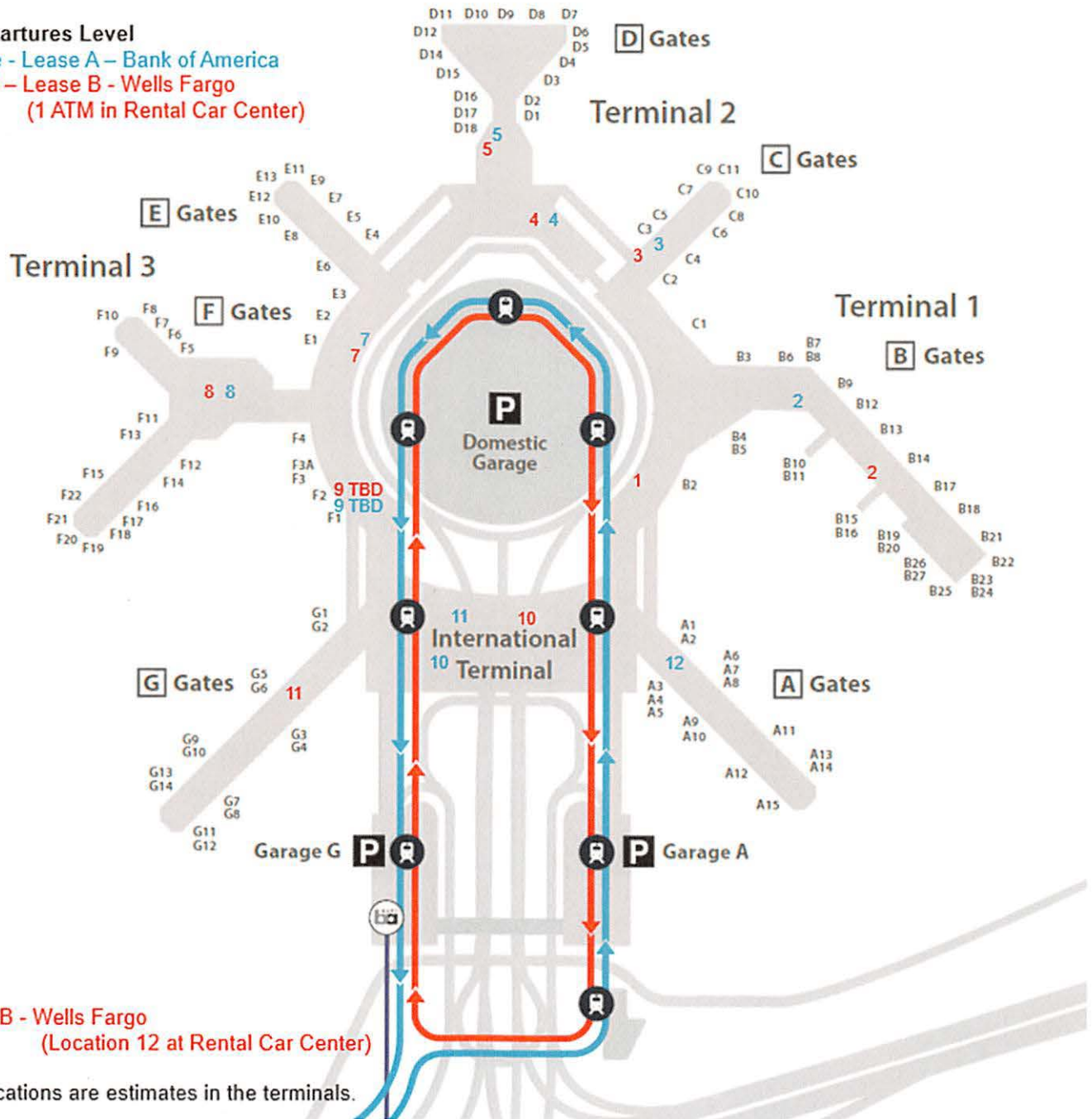
Two Automated Teller Machine Service Leases

Departures Level

Blue - Lease A - Bank of America

Red - Lease B - Wells Fargo

(1 ATM in Rental Car Center)



Lease B - Wells Fargo
(Location 12 at Rental Car Center)

The locations are estimates in the terminals.

Exhibit A

Two Automated Teller Machine Service Leases

