

AIRPORT COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

RESOLUTION NO. 25-0047

APPROVAL OF MODIFICATION NO. 2 TO CONTRACT NO. 50365 WITH HALLMARK AVIATION SERVICES, L.P. TO EXERCISE THE FIRST OF THREE 1-YEAR OPTIONS TO EXTEND THE CONTRACT TERM TO JUNE 30, 2026 AND INCREASE THE CONTRACT AMOUNT BY \$10,701,990 FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$20,001,419

WHEREAS, on June 4, 2024, by Resolution No. 24-0119, the Commission awarded Contract No. 50365 (Contract) to Hallmark Aviation Services, L.P. (Hallmark) to provide Airport customer information and support services by managing and staffing information desks, the Federal Inspection Service (FIS) area, and designated landside and airside locations in an amount not to exceed \$9,299,429 for a term of one year starting July 1, 2024 through June 30, 2025, with three 1-year options to extend the Contract exercisable at the sole discretion of the Commission; and

WHEREAS, on February 7, 2025, the Airport Director administratively modified the Contract through Modification No. 1 to retroactively correct the hourly rates, benefits, and other direct costs set forth in the Calculation of Charges back to July 1, 2024 and update certain standard contract provisions; and

WHEREAS, Hallmark continues to provide maximum efficiency and exceptional guest services to meet the Airport's requirements; and

WHEREAS, Staff seeks Commission approval to exercise the first of three 1-year options to extend the term to June 30, 2026 and increase the Contract amount by \$10,701,990 for a new not-to-exceed amount of \$20,001,419; now, therefore, be it

RESOLVED, that this Commission approves Modification No. 2 to Contract No. 50365 with Hallmark to exercise the first 1-year option to extend the term to June 30, 2026 and increase the Contract amount by \$10,701,990 for a new not-to-exceed amount of \$20,001,419; and, be it further

RESOLVED, that the Director of Commission Affairs is hereby directed to request approval of the Modification No. 2 to Contract No. 50365 from 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 APR 1 2025


Secretary