



OCTOBER 15, 2020

CALL AND NOTICE OF A REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, October 19, 2020, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Commission or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, members of the public may observe and participate in the meeting telephonically through the following number:

Dial In: (818) 862-3332

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, October 19, 2020

9:00 A.M.

The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.



Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Commission during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Commission's subject matter jurisdiction.*
- *Limit comments to five minutes or to such other period of time as may be specified by the presiding officer.*



The following activities are prohibited:

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Commission less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.



In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Board Secretary at (818) 840-8840 at least 48 hours prior to the meeting.

AGENDA

Monday, October 19, 2020

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Operations and Development Committee
 - (i) September 21, 2020 **[See page 1]**
 - 2) Finance and Administration Committee
 - (i) September 21, 2020 **[See page 3]**
 - b. Commission Minutes
(For Approval)
 - 1) October 5, 2020 **[See page 5]**
6. ITEMS FOR COMMISSION APPROVAL
 - a. Tegile Intelliflash T4200 Hybrid Storage Array Purchase and Installation Services for Primary Network **[See page 8]**
 - b. Allied Universal Contract Amendments **[See page 11]**
7. ITEMS FOR COMMISSION INFORMATION
 - a. August 2020 Passenger and Cargo Ground Statistics **[See page 21]**
 - b. August 2020 Transportation Network Companies **[No staff report]**
 - c. August 2020 Parking Revenue Statistics **[No staff report]**
8. COMMISSIONER COMMENTS
(Other updates and information items, if any)
9. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, October 19, 2020

[Regarding agenda items]

5. CONSENT CALENDAR

(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)

- a. COMMITTEE MINUTES. Approved minutes of the Operations and Development Committee meeting of September 21, 2020, and approved minutes of the Finance and Administration Committee meeting of September 21, 2020 are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. Draft minutes of the October 5, 2020 Commission meeting are attached for the Commission's review and approval.

6. ITEMS FOR COMMISSION APPROVAL

- a. TEGILE INTELLIFLASH T4200 HYBRID STORAGE ARRAY PURCHASE AND INSTALLATION SERVICES FOR PRIMARY NETWORK. A staff report is included in the agenda packet. At its meeting on October 5, 2020, the Operations and Development Committee voted unanimously (3-0) to recommend that the Commission approve the purchase and installation of two Tegile IntelliFlash T4200 Hybrid Storage Arrays, also known as Storage Area Networks ("SANs"), to replace two current SANs that will soon be reaching their end of life and will no longer be supported by the manufacturer.

The aggregate cost for the acquisition and installation of these SANs is \$123,015.42. Appropriations, in the amount of \$75,000, were included for this project in the adopted FY 2020/2021 budget. The shortfall of \$48,015.42 in appropriations, subject to budget performance in the fiscal year, is to be supported by the carryover of CARES Act funds from FY 2020.

- b. ALLIED UNIVERSAL CONTRACT AMENDMENTS. A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval to the amendments to contracts with Universal Protection Service LP, dba Allied Universal, for airport security/traffic control services and airport consumer item inspection services. The proposed amendments address staffing needs due to the impacts of COVID-19 and extend the term of each contract by one-year. The compensation limit for the extension period will be \$974,413 for the airport security/traffic control services contract and will be \$113,568 for the airport consumer item inspection services contract. The latter service is fully reimbursable by the in-terminal concessionaires.

7. ITEMS FOR COMMISSION INFORMATION

- a. **AUGUST 2020 PASSENGER AND CARGO GROUND STATISTICS.** A staff report is included in the agenda packet. The August passenger count of 120,577 was down 78.3% compared to last year's 556,491 passengers. Air carrier aircraft operations decreased 57.0%, while cargo volume in August was down 3.5%, at 9.1 million pounds.
- b. **AUGUST 2020 TRANSPORTATION NETWORK COMPANIES.** No staff report attached. Staff will update the Commission on TNC activity for the month of August 2020.
- c. **AUGUST 2020 PARKING REVENUE STATISTICS.** No staff report attached. Staff will present parking revenue data for the month of August 2020.

**MINUTES OF THE REGULAR MEETING OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, SEPTEMBER 21, 2020

A regular meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 8:33 a.m., by Commissioner Devine.

ROLL CALL

Present: Commissioners Devine (via teleconference) and Brown; Commissioner Kennedy was present during the meeting, but his voice could not be heard due to technical difficulties.

Absent: None

Also Present: Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Tom Lenahan, Fire Chief, Airport Fire Department; Tom Janowitz, Sr. Manager, Ground Access

1. Approval of Agenda The agenda was approved as presented.

2. Public Comment There were no public comments.

3. Approval of Minutes
a. August 17, 2020 Commissioner Brown moved approval of the minutes of the August 17, 2020 meeting seconded by Commissioner Devine (via teleconference). There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (3-0).

4. Contracts and Leases
a. Award of Contract Aircraft Rescue Firefighting ("ARFF") Vehicle Replacement Staff presented to the Committee a recommendation for Commission approval to award an ARFF Vehicle Purchase Contract and related Purchase Order for \$808,912.33 to Rosenbauer Minnesota, LLC for a Rosenbauer Panther 4x4 ARFF vehicle with a no later than August 31, 2021, delivery date.

Appropriations of \$875,00.00 for this acquisition are in the FY 2020/2021 Facility Improvement (Capital) Budget. The base vehicle acquisition of \$753,166.26, funded through an AIP Grant with the local sponsor match and ancillary equipment of \$55,746.07, through

an additional allocation of CARES Act Grant funding for AIP Grant awards.

Motion

Commissioner Brown moved approval of Staff's recommendation, seconded by Commissioner Devine (via teleconference).

Motion Approved

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (3-0).

5. Items for Information

**a. Contract Amendment –
MV Transportation**

Staff briefed the Committee on the status of the MV Transportation agreement, the Authority's contracted shuttle service provider, regarding the terms of the current agreement, and a proposal to amend the agreement to reflect a reduced scope, size of the fleet, and on-call services.

b. Committee Pending Items

Staff informed the Committee of future pending items that will come to the Committee for review.

6. Adjournment

There being no further business, the meeting adjourned at 8:47 a.m.

**MINUTES OF THE REGULAR MEETING OF THE
FINANCE AND ADMINISTRATION COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, SEPTEMBER 21, 2020

A regular meeting of the Finance and Administration Committee was called to order on this date in the Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California, at 10:32 a.m., by Commissioner Selvidge.

AB 23 Disclosure: The Senior Deputy Director announced that, as a result of the convening of this meeting of the Finance and Administration Committee, each Committee member is entitled to receive and shall be provided \$200.

ROLL CALL

Present: Commissioners Selvidge (via teleconference),
Commissioner Adams and Najarian (via teleconference)

Absent: None

Also Present: Staff: John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Director, Finance and Administration; David Kwon, Director, Financial Services

1. Approval of Agenda Agenda was approved as presented.

Motion Commissioner Adams moved approval of the agenda, seconded by Commissioner Najarian.

Motion Approved There being no objection the motion was unanimously approved (3–0).

2. Public Comment There were no public comments.

3. Approval of Minutes

a. August 17, 2020 Draft minutes for the August 17, 2020, regular meeting of the Finance and Administration Committee meeting was presented for approval.

Motion Commissioner Najarian moved approval of the minutes, seconded by Commissioner Adams.

Motion Approved There being no objection the motion was unanimously approved (3–0).

4. Treasurer's Report

a. June 2020

A copy of the June 2020 Treasurer's Report was included in the agenda packet for the Committee's review.

Motion

Commissioner Adams moved approval, seconded by Commissioner Najarian.

Motion Approved

There being no objection the motion was unanimously approved (3-0) that it be forwarded to the Commission for note and file.

5. Items for Information

a. Committee Pending Items

Staff informed the Committee of future pending items that will come to the Committee for review.

6. Other Contracts and Leases

There were no other contracts and leases.

7. Adjournment

There being no further business to discuss, the meeting was adjourned at 10:52 a.m.

**MINUTES OF THE REGULAR MEETING OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

MONDAY, OCTOBER 5, 2020

A regular meeting of the Burbank-Glendale-Pasadena Airport Authority was called to order this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:00 a.m., by President Selvidge.

1. ROLL CALL

Present: Commissioners Selvidge (via teleconference); Devine (via teleconference); Brown, Wiggins, Adams, Agajanian (via teleconference), Najarian (via teleconference), Madison (via teleconference), and Kennedy (via teleconference)

Absent: None

Also Present: Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Patrick Lammerding, Deputy Executive Director, Planning and Development

2. PLEDGE OF ALLEGIANCE Commissioner Najarian led the assembly in the recitation of the Pledge of Allegiance to the Flag.

3. APPROVAL OF AGENDA The agenda was approved as presented.

4. PUBLIC COMMENTS There were no public comments.

5. CONSENT CALENDAR

**a. Committee Minutes
(For Note and File)**

**1) Operations and
Development
Committee**

(i) August 17, 2020 Approved minutes of the Operations and Development Committee meeting for August 17, 2020, were included in the agenda packet for information purposes.

**2) Finance and
Administration
Committee**

(i) August 17, 2020 Approved minutes of the Finance and Administration Committee meeting for August 17, 2020, were included in the agenda packet for information purposes.

3) Legal, Government and Environmental Affairs Committee

(i) August 17, 2020

Approved minutes of the Legal, Government and Environmental Affairs Committee meeting for August 17, 2020, were included in the agenda packet for information purposes.

b. Commission Minutes (For Approval)

1) September 21, 2020

Minutes of the September 21, 2020, Commission meeting were included in the agenda packet for review and approval.

c. Treasurer's Report

1) June 2020

At its meeting on September 21, 2020, the Finance and Administration Committee reviewed the June 2020 Treasurer's report and voted unanimously (3-0) to accept the report and recommend to the Commission for note and file.

MOTION

Commissioner Kennedy moved approval of the Consent Calendar; seconded by Commissioner Devine.

MOTION APPROVED

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved unanimously (9-0).

AYES: Commissioners Selvidge (via teleconference) Devine (via teleconference); Brown, Wiggins, Adams, Agajanian (via teleconference), Najarian (via teleconference), Madison (via teleconference); Kennedy (via teleconference)

NOES: NONE

ABSENT: NONE

6. ITEMS FOR COMMISSION APPROVAL

a. Professional Services Agreement – Trifiletti Consulting, Inc.

At its meeting on September 21, 2020, the Legal Government and Environmental Affairs Committee voted unanimously (3-0) to recommend that the Commission approve a proposed Professional Services Agreement with Trifiletti Consulting, Inc. in a not-to-exceed amount of \$75,000, for continued support services in support of the Memorandum of

Understanding with the South Coast Air Quality Management District.

MOTION

Commissioner Agajanian moved approval; seconded by Commissioner Madison.

MOTION APPROVED

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (9-0).

AYES: Commissioners Selvidge (via teleconference); Devine (via teleconference); Brown, Wiggins, Adams, Agajanian, (via teleconference), Najarian (via teleconference), Madison (via teleconference) and Kennedy (via teleconference)

NOES: NONE

ABSENT: NONE

7. CLOSED SESSION

The meeting adjourned to close session at 9:07 a.m.

- a. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Significant Exposure to Litigation (California Government Code Section 54956(d)(2): 1 potential case. Facts and Circumstances: FAA Southern California Metroplex Project.**

Meeting Reconvened to Open Session

The meeting reconvened to open session at 9:54 a.m. with all Commissioners present.

Closed Session Report

No reportable action taken on the presented item.

8. COMMISSIONER COMMENTS

Commissioner Kennedy requested that information regarding the issue of equity, diversity and inclusion and how it is being handled at other airports be researched and presented to the Commission at a future date.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:57 a.m.

Ross Selvidge, President

Don Brown, Secretary

Date

Date

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
OCTOBER 19, 2020**

**TEGILE INTELLIFLASH T4200 HYBRID STORAGE ARRAY PURCHASE AND
INSTALLATION SERVICES FOR PRIMARY NETWORK**

SUMMARY

At its meeting on October 5, 2020, the Operations and Development Committee (“Committee”) unanimously voted (3–0) to recommend that the Commission approve the purchase and installation of two Tegile IntelliFlash T4200 Hybrid Storage Arrays, also known as Storage Area Networks (“SANs”), to replace two current SANs that will soon be reaching their end of life and will no longer be supported by the manufacturer.

The aggregate cost for the acquisition and installation of these SANs is \$123,015.42. Appropriations, in the amount of \$75,000, were included for this project in the adopted FY 2020/2021 budget. The shortfall of \$48,015.42 in appropriations, subject to budget performance in the fiscal year, is to be supported by the carryover of CARES Act funds from FY 2020.

BACKGROUND

The SANs, which store the Authority’s Primary Domain Network, are nearing its end-of-life cycle. This equipment, originally purchased and installed in December 2015, utilizes older flash drive technology and is strategically located in separate locations at the Airport to support system redundancy. The current equipment provides a total usable storage space of 48 terabytes (“TB”) airport-wide that is an integral part of the Primary Virtual Network Servers and End User Data Storage system.

In addition to the equipment reaching its end of life cycle as well as not being supported by the manufacturer later this year, Staff recognized the need to build additional storage capacity for the Airport’s current and future operations. The Tegile IntelliFlash T4200 SANs utilize newer technology that provides a smaller footprint, faster data read/write ability, and greater storage capacity. Each SANs provides a total usable storage space of 58 TB for each location with a combined total of 116 TB that will accommodate future data storage needs.

REQUEST FOR BIDS

Staff issued specifications for SANs that utilize newer technology and greater storage capacity using the Tegile IntelliFlash T4200 SANs. Requests for Bids for this specific SAN with installation was issued via PlanetBids. A total of four responses were received on August 26, 2020. Two bid responses were deemed to be complete for the acquisition and installation of the two Tegile IntelliFlash T4200 SANs from the following vendors:

- CHANDLER AUTOMATED SYSTEMS DBA VIGILANT TECHNOLOGIES \$123,015.42
- CLUTCH SOLUTIONS \$162,234.58

Vigilant Technologies has undertaken similar work at the Airport in the past and has completed such work satisfactorily.

BUDGET IMPACT

Appropriations to address the Primary SANs replacement in the amount of \$75,000 are included as part of the Authority's adopted FY 2020/2021 budget.

The cost for replacement is summarized as follows:

Acquisition of two SANs:	\$123,015.42
Installation and configuration	<u>Included</u>
Total:	<u>\$123,015.42</u>

The shortfall of \$48,015.42 in appropriations, subject to budget performance in the fiscal year, is to be supported by the \$1.7 Million in CARES Act funds carried over from FY 2020.

RECOMMENDATION

At its meeting on October 5, 2020, the Committee unanimously voted (3–0) to recommend that the Commission authorize the Executive Director to issue a purchase order to Vigilant Technologies for the acquisition, installation and configuration of two (2) Tegile IntelliFlash T4200 Hybrid SANs in the total amount of \$123,015.42.

**NETWORK STORAGE HARDWARE - RFQ ICT20-01
BID RESULTS**

Bid Results for NETWORK STORAGE HARDWARE (RFQ ICT20-01)
Issued on 08/19/2020
Bid Due on August 26, 2020 4:00 PM (Pacific)

Item Num	Section	Item Code	Item Type	Description	Unit of Measure	Quantity	Chandler Automated Systems	Clutch Solutions	CDW Government LLC	Non Responsive	Connection, MoreDirect Enterprise Soluti
1	Main Bid			Tegile Xeon T4200 Intelliflash 52TB	EA	2	\$89,000.00	\$125,283.26	\$112,054.90		\$114,659.88
2	Main Bid			Intelliflash Quad Port 10GB SFP Network Adapters	EA	4	\$10,048.00	\$8,239.12	\$7,039.88		\$7,200.64
3	Main Bid			Intelliflash 12-mo Platinum Support (12mo x 2 units = 24)	Month	24	\$13,440.00	\$15,026.16	\$9,317.04		\$13,799.44
4	Main Bid			Delivery-Non-taxable-FOB Destination	LS	1	\$375.00	\$859.00	\$0.00		\$750.00
5	Main Bid			10.25% City of Burbank Sales/Use Tax	LS	1	\$9,379.98	\$15,226.22	\$12,207.22		\$13,977.82
						Subtotal	\$122,242.98	\$164,633.76	\$140,679.04		\$150,347.88
						Total	\$122,242.98	\$164,633.76	\$140,679.04		\$150,347.88
4	Main Bid			Delivery-Non-taxable-FOB Destination	LS	New- Subtotal	\$112,488.00	\$148,548.54	\$126,411.82		\$135,615.96
5	Main Bid			10.25%	LS	FOB	\$375.00	\$859.00	\$0.00		\$750.00
						Tax 10.25%	\$10,152.42	\$13,686.04	\$12,207.22		\$12,490.70
						New Total	\$123,015.42	\$163,093.58	\$140,619.03		\$148,860.66
6				Bid Terms Acknowledgement Form/RFQ Signed			Yes	Yes	Yes		NO
7				Provided Company Profile			Yes	Yes	Yes		NO
8				Provided References			Yes/3	Yes/2	Yes/2		NO
9				Provided Product Warranty Information			Yes	Yes	No		NO

DN: cn=Alisa DeHoyos, o=Burbank-Glendale-Pasadena Airport Authority, ou=Procurement, email=adehoyos@bur.org, c=US
Date: 2020.09.29 12:05:07 -07'00'
Adobe Acrobat version: 2020.01.2.20048



**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
OCTOBER 19, 2020**

ALLIED UNIVERSAL CONTRACT AMENDMENTS

SUMMARY

Subject to the recommendation of the Operations and Development Committee (“Committee”) at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval of proposed amendments, copies attached, to contracts with Universal Protection Service LP, dba Allied Universal, for airport security/traffic control services and airport consumer item inspection services. The proposed amendments address staffing needs due to the impacts of COVID-19 and extend the term of each contract by one-year. The compensation limit for the extension period will be \$974,413 for the airport security/traffic control services contract and will be \$113,568 for the airport consumer item inspection services contract. The latter service is fully reimbursable by the in-terminal concessionaires.

BACKGROUND

The services covered under these contracts include the following:

- (i) Airport security as defined in the Security Directive issued by the Transportation Security Administration (“TSA”) requiring airport sponsors to provide “positive control” and identification of each person needing access to the secured area of the airport. This requires 24/7 staffing of two airfield checkpoints.
- (ii) Traffic control of the airport loop road from the crosswalk at the short-term parking structure to past Terminal B to minimize traffic congestion, improve vehicular flow, manage vehicle activity along the terminal curb front and ensure pedestrian safety.
- (iii) Airport consumer item inspection of any and all commercial merchandise and consumables for sale and/or use by screened individuals within the sterile area of the terminal for any prohibited item as well as allowing entry in this area by approved security identification display area badge holders. This specific service is fully reimbursable by the in-terminal concessionaires, MCS Burbank LLC (food and beverage) and HG Burbank JV (news and gifts).

Allied Universal has been providing these services at the Airport for the past three years and is in good standing in meeting these requirements.

BUDGET IMPACT

Appropriations for these services are included in the adopted FY 2021 budget. Funding for services scheduled to occur in FY 2022 will be requested during subsequent budget year. If, during FY 2021, there is a significant increase in passenger and traffic activity which requires additional staffing hours, Staff will return to the Committee and Commission to seek additional authorization.

RECOMMENDATION

Subject to the recommendation of the Committee at its meeting immediately preceding the Commission meeting, Staff seeks Commission approval of the proposed amendments to the Allied Universal contracts for airport security/traffic control services and airport consumer item inspections services, and authorization for the President to execute the same

**AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT**
(Burbank-Glendale-Pasadena Airport Authority / Allied Universal)

THIS AMENDMENT NO. 1 (“First Amendment”) to the October 15, 2018 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and Universal Protection Service, LP d.b.a. Allied Universal Security Services (“Consultant”), a California Limited Partnership, is dated October 19, 2020 for reference purposes.

RECITALS

- A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to provide the following professional services: airport consumer item inspection services.
- B. The parties desire to amend the Agreement to: (i) provide for a one-year extension; and (ii) set the staffing level and compensation limit for the extension period.

NOW, THEREFORE, the parties agree as follows:

- 1. Amendment of Section 1.** Paragraph (B) (“Contract Amount”) of Section 1 (“Definitions”) of the Agreement is amended to read as follows:

“(F) ‘Contract Amount’: Four Hundred Thirty-Five Thousand Fifty-Two Dollars and Eighty Cents (\$435,052.80).”

- 2. Amendment of Section 1.** Section 1 (“Definitions”) of the Agreement is amended by adding a new paragraph (I) to read as follows:

“(I) ‘Supplemental Rate Sheet’: the fee schedule set forth in the attached Exhibit E.

- 3. Amendment of Section 3.** Section 3 (“Term”) of the Agreement is amended to read as follows:

“3. Term.

A. This Agreement shall commence on October 16, 2018 and shall remain in full force and effect until October 31, 2021 unless terminated by either party pursuant to paragraph (B) below. The period from October 16, 2018 through October 31, 2020 shall be known as the ‘Base Period’. The period from November 1, 2020 to October 31, 2021 shall be known as the ‘Extension Period’.”

B. If Consultant breached this Agreement and fails to cure such breach within seven days of written notice from the Contract Administrator, then the Authority may immediately terminate this Agreement for cause. Either party may terminate this Agreement for convenience upon 30 days prior written notice to the other party.”

4. Amendment of Section 4. Paragraph (A) of Section 4 (“Compensation”) of the Agreement is amended to read as follows:

“(A) The Authority shall compensate Consultant for performance of the Services, and Consultant agrees to accept as full satisfaction for such work, payment according to the Rate Sheet for the Base Period and according to the Supplemental Rate Sheet for the Extension Period. In no event shall the compensation payable to Consultant under this Agreement exceed the Contract Amount. In no event shall the compensation payable to Consultant for the Services during the Extension Period exceed One Hundred Thirteen Thousand Five Hundred Sixty-Eight Dollars (\$113,568).”

5. Addition of Exhibit E. The attached Exhibit E is added to the Agreement.

6. Preservation of Agreement. Except as expressly modified by this First Amendment, all of the provisions of the Agreement shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall control.

TO EXECUTE THIS FIRST AMENDMENT, the parties have caused their duly authorized representatives to sign below.

Universal Protection Service, LP
d.b.a. Allied Universal Security Services



General Partner

[Pursuant to Corporations Code Section 15904.02, signature line must be executed by a general partner.]

Burbank-Glendale-Pasadena Airport Authority

Ross Selvidge, Ph.D., President

Approved as to form:

Richards, Watson & Gershon
A Professional Corporation

EXHIBIT E
Supplemental Rate Sheet

(attached)



Hollywood Burbank Airport
 Consumer Goods
 2021 Pricing

Security Service

NAME	WEEKLY HOURS	Regular Hourly Rate	HOLIDAY RATE	WEEKLY	MONTHLY	ANNUALLY
Alpha 6	70	\$ 31.20	\$ 49.92	\$ 2,184.00	\$ 9,464.00	\$ 113,568.00
Bravo 5 (As needed)	0	\$ 31.20	\$ 49.92	\$ -	\$ -	\$ -
TOTAL Hours	70.00					
*Budget may adjust based on weekly requested hours including holiday and operational needs.						
			Total	\$2,184.00	\$9,464.00	\$113,568.00

**AMENDMENT NO. 2 TO
PROFESSIONAL SERVICES AGREEMENT
(Burbank-Glendale-Pasadena Airport Authority / Allied Universal)**

THIS AMENDMENT NO. 2 (“Second Amendment”) to the October 13, 2017 Professional Services Agreement (“Agreement”) executed by the Burbank-Glendale-Pasadena Airport Authority (“Authority”), a California joint powers agency, and Universal Protection Service, LP d.b.a. Allied Universal Security Services (“Consultant”), a California Limited Partnership, is dated October 19, 2020 for reference purposes.

R E C I T A L S

- A. The parties executed the Agreement to provide for the Authority’s retention of Consultant as an independent contractor to provide the following professional services: airport security and traffic control services.
- B. The parties executed an April 15, 2019 Amendment No. 1 (“First Amendment”) to the Agreement to expand the scope of services and increase the contract price.
- C. The parties desire to amend the Agreement to: (i) provide for a one-year extension; and (ii) set the staffing level and compensation limit for the extension period.

NOW, THEREFORE, the parties agree as follows:

- 1. Amendment of Section 1.** Paragraph (F) (“Contract Limit”) of Section 1 (“Definitions”) of the Agreement is amended to read as follows:

“(F) ‘Contract Limit’: Four Million Seven Hundred Twenty-Two Thousand Seven Hundred Sixty-Two Dollars and Forty-Four Cents (\$4,722,762.44).”

- 2. Amendment of Section 1.** Section 1 (“Definitions”) of the Agreement is amended by adding a new paragraph (P) to read as follows:

“(P) ‘Supplemental Rate Sheet’: the fee schedule set forth in the attached Exhibit E.

- 3. Amendment of Section 3.** Section 3 (“Term”) of the Agreement is amended to read as follows:

“**3. Term.** The term of this Agreement shall be as follows: November 1, 2017 - October 31, 2018 (Year 1), November 1, 2018 - October 31, 2019 (Year 2), November 1, 2019 - October 31, 2020 (Year 3), and November 1, 2020 - October 31, 2021 (Extension Period).”

- 4. Amendment of Section 4.** Paragraph (A) of Section 4 (“Compensation”) of the Agreement is amended to read as follows:

“(A) The Authority shall compensate Consultant for performance of the Services, and Consultant agrees to accept as full satisfaction for such work, payment according to the Rate

Sheet for Years 1-3 and according to the Supplemental Rate Sheet for the Extension Period. In no event shall the compensation payable to Consultant under this Agreement exceed the Contract Limit. In no event shall the compensation payable to Consultant for the Services set forth in Exhibit "A-1" exceed Two Hundred Twenty Thousand, Five Hundred Dollars and Zero Cents (\$220,500.00) between May 1, 2019 through October 31, 2020. In no event shall the compensation payable to Consultant for the Services during the Extension Period exceed Nine Hundred Seventy-Four Thousand Four Hundred Thirteen Dollars and Forty-Four Cents (\$974,413.44)."

5. Addition of Exhibit E. The attached Exhibit E is added to the Agreement.

6. Preservation of Agreement. Except as expressly modified by this Second Amendment, all of the provisions of the Agreement (as amended by the First Amendment) shall remain unaltered and in full force and effect. In the event of a conflict between the provisions of this Second Amendment and the provisions of the Agreement (as amended by the First Amendment), the provisions of this Second Amendment shall control.

TO EXECUTE THIS SECOND AMENDMENT, the parties have caused their duly authorized representatives to sign below.

Universal Protection Service, LP
d.b.a. Allied Universal Security Services



General Partner

[Pursuant to Corporations Code Section 15904.02, signature line must be executed by a general partner.]

Burbank-Glendale-Pasadena Airport Authority

Ross Selvidge, Ph.D., President

Approved as to form:

Richards, Watson & Gershon
A Professional Corporation

EXHIBIT E
Supplemental Rate Sheet

(attached)



**Hollywood Burbank Airport
Traffic
2021 Pricing**

Security Service

NAME	WEEKLY HOURS	Regular Hourly Rate	HOLIDAY RATE	WEEKLY	MONTHLY	ANNUALLY
Airport Security Supervisor(s)	112	\$ 28.16	\$ 42.24	\$ 3,153.92	\$ 13,666.99	\$ 164,003.84
Airport Secured West Checkpoint	168	\$ 25.30	\$ 37.95	\$ 4,250.40	\$ 18,418.40	\$ 221,020.80
Airport Secured North Checkpoint	168	\$ 25.30	\$ 37.95	\$ 4,250.40	\$ 18,418.40	\$ 221,020.80
Airport Vehicle Traffic Controllers	280	\$ 25.30	\$ 37.95	\$ 7,084.00	\$ 30,697.33	\$ 368,368.00
Terminal Rover (As needed)*	0	\$ 25.30	\$ 37.95	\$ -	\$ -	\$ -
3rd PM Traffic Controller (As needed)*	0	\$ 25.30	\$ 37.95	\$ -	\$ -	\$ -
TNC Coordinator (As needed)*	0	\$ 25.30	\$ 37.95	\$ -	\$ -	\$ -
TOTAL Hours	728.00					
*Budget may adjust based on weekly requested hours including holiday and operational needs.						
Total				\$18,738.72	\$81,201.12	\$974,413.44

Hollywood Burbank Airport

REVENUE PASSENGERS	August			January - August		
	2020	2019	% Change	2020	2019	% Change
Signatory Airlines						
Alaska Airlines	13,285	66,494	-80.02%	130,618	412,554	-68.34%
American Airlines	14,920	28,797	-48.19%	128,455	197,716	-35.03%
Delta Airlines	196	29,216	-99.33%	55,556	130,575	-57.45%
JetBlue Airways	0	19,386	-100.00%	49,557	163,406	-69.67%
Southwest Airlines	83,212	361,512	-76.98%	1,043,135	2,686,184	-61.17%
Spirit Airlines	3,657	14,008	-73.89%	34,726	32,355	7.33%
United Airlines	5,307	37,078	-85.69%	81,470	211,571	-61.49%
Total Revenue Passengers	120,577	556,491	-78.33%	1,523,517	3,834,361	-60.27%
Inbound (deplaned)	61,395	277,778	-77.90%	762,071	1,912,625	-60.16%
Outbound (enplaned)	59,182	278,713	-78.77%	761,446	1,921,736	-60.38%

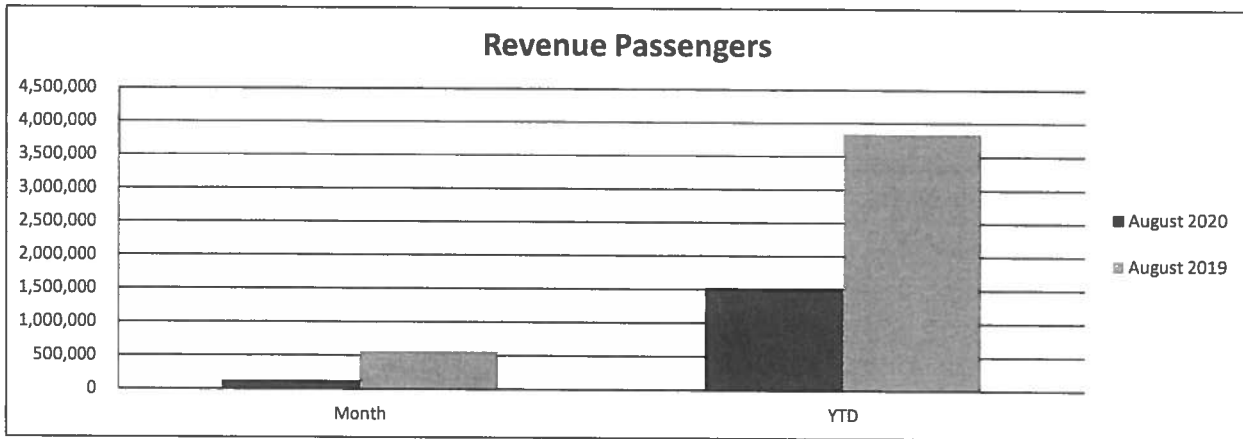
AIRCRAFT OPERATIONS *	August			January - August		
	2020	2019	% Change	2020	2019	% Change
Air Carrier	2,593	6,026	-56.97%	25,570	42,562	-39.92%
Air Taxi	1,070	1,860	-42.47%	10,583	14,482	-26.92%
General Aviation	2,152	2,971	-27.57%	16,005	20,938	-23.56%
Military Itinerant	19	34	-44.12%	305	333	-8.41%
Civil Local	3,171	2,182	45.33%	21,215	18,860	12.49%
Military Local	0	0	N/A	0	0	N/A
Total Aircraft Operations	9,005	13,073	-31.12%	73,678	97,175	-24.18%

* Source: FAA Tower Daily Airport Operations Count, adjusted to show Canadair Regional Jet-200 operations as Air Carrier. Includes Hollywood Burbank Airport arrivals/departures only; excludes aircraft that enter local air space but do not land or take off at Hollywood Burbank Airport.

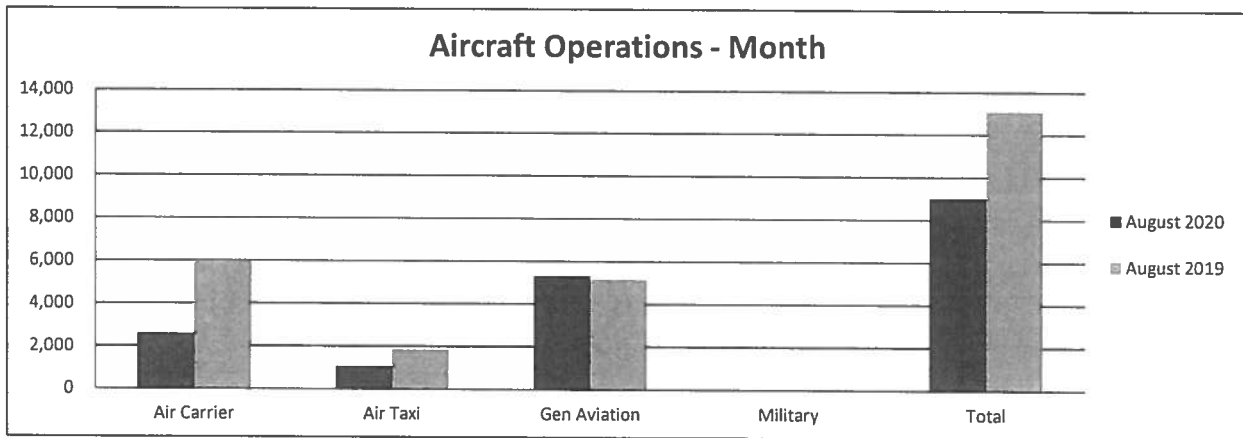
Hollywood Burbank Airport

AIR CARGO (lbs.)	August			January - August		
	2020	2019	% Change	2020	2019	% Change
Signatory Airlines						
Alaska Airlines	1,355	718	88.72%	3,952	5,264	-24.92%
American Airlines	2	202	-99.01%	599	213	181.22%
Delta Airlines	29,280	55	53136.36%	29,288	55	53150.91%
JetBlue Airways						
Southwest Airlines	60,987	163,568	-62.71%	956,962	1,264,861	-24.34%
Spirit Airlines						
United Airlines	0	999	-100.00%	1,106	45,458	-97.57%
Other Scheduled Carriers						
Federal Express	4,412,589	4,381,876	0.70%	33,856,994	35,587,191	-4.86%
United Parcel Service	4,353,182	4,619,324	-5.76%	36,813,417	32,038,660	14.90%
Charter/Contract Carriers						
AirNet Express	0	0	N/A	0	0	N/A
Ameriflight	270,721	287,703	-5.90%	2,251,780	1,850,010	21.72%
Total Air Cargo	9,128,116	9,454,445	-3.45%	73,914,098	70,791,712	4.41%
Inbound (deplaned)	4,491,748	4,625,392	-2.89%	39,103,352	34,437,058	13.55%
Outbound (enplaned)	4,636,368	4,829,053	-3.99%	34,810,746	36,354,654	-4.25%

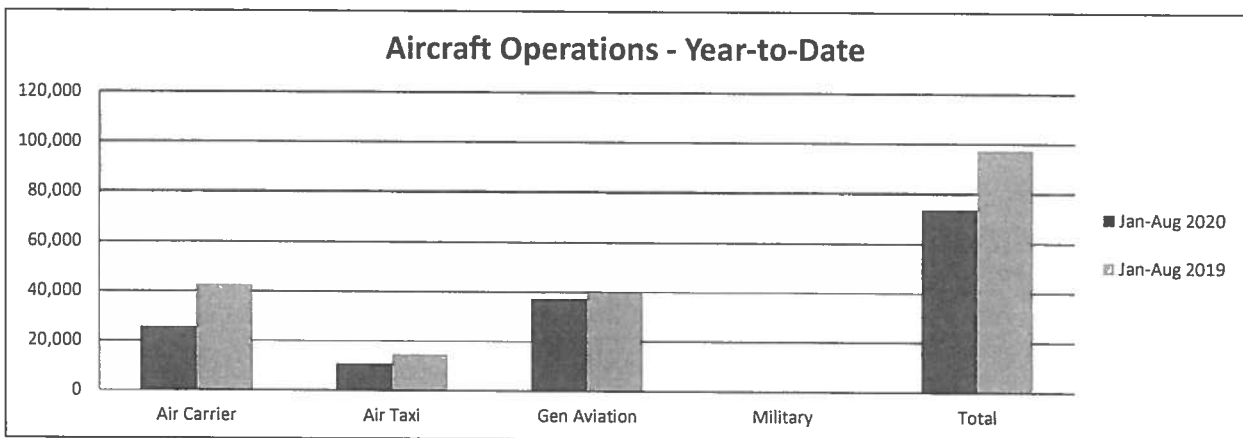
MAIL (lbs.)	August			January - August		
	2020	2019	% Change	2020	2019	% Change
United Parcel Service	0	0	N/A	6,032	0	N/A
Total Mail	0	0	N/A	6,032	0	N/A
Inbound (deplaned)	0	0	N/A	3,016	0	N/A
Outbound (enplaned)	0	0	N/A	3,016	0	N/A



Revenue Passengers	Month	YTD
August 2020	120,577	1,523,517
August 2019	556,491	3,834,361
% Change	-78.33%	-60.27%



Aircraft Operations - MO	Air Carrier	Air Taxi	Gen Aviation	Military	Total
August 2020	2,593	1,070	5,323	19	9,005
August 2019	6,026	1,860	5,153	34	13,073
% Change	-56.97%	-42.47%	3.30%	-44.12%	-31.12%



Aircraft Operations - YTD	Air Carrier	Air Taxi	Gen Aviation	Military	Total
Jan-Aug 2020	25,570	10,583	37,220	305	73,678
Jan-Aug 2019	42,562	14,482	39,798	333	97,175
% Change	-39.92%	-26.92%	-6.48%	-8.41%	-24.18%