



Local Business Enterprise Advisory Committee (LBEAC)
June 5, 2025 Meeting Minutes

1. Call to Order/Introduction

Chair Galarza called the meeting to order at 10:09am

Committee Members Present: Matthew Ajiake, Kyndra Cox, Migual Galarza, Bruce Giron, Kent Lim, Queena Lu, Wayne Perry, Jae Shin, Elahe Enssani (attending virtually)

Committee Members Absent: Alaric Degrafinried, Darolyn Davis, Tricia Gregory, Kamal Hubbard, Daniel Sanchez, Tiffany Tatum

CMD Staff Present: Regina Chan, Queena Chen, Caitlin Flammer, Ivan Oldenkamp

Members of the Public Present: See Guest Sign-In Sheet posted on LBEAC Meeting page.

2. San Francisco Airport Development Plan - Nupur Sinha, Director of Planning & Environmental Affairs, SFO

- a. Nupur Sinha, Director of Planning & Environmental Affairs presented the following:
 - i. SFO's business revenue has been trending up, and there are several major projects planned.
 - ii. Current capital program totals \$11B. Many of these projects have small business requirements that range from 11-30%. Future capital program projects will total \$15-20B.
 - iii. Three adaptations SFO is facing in the future include autonomous vehicles, aircraft innovations, and infrastructure requirements.

3. Potrero Power Station Project – Yvonne Chen and Tina Chang, Potrero Power Station

- a. Yvonne Chen and Tina Chang presented the following:
 - i. This project has created approximately 2,000 jobs, and \$1M has been paid to fund OEWD Workforce Readiness and Job Training funds.
 - ii. Power Station is currently ahead of their LBE goal of 17%. They are looking to include more LBEs, and have been meeting with several LBE stakeholder groups.
 - iii. Construction on Block 2 will begin June 2025. There are upcoming bid packages in drywall, concrete, and structural steel. Design and Precon Bid Packages have been awarded and Prime Subs will be reaching out to LBEs.

4. Director's Report - Regina Chan, Incoming CMD Director

- a. The following updates were provided by Regina Chan:
 - i. Stephanie Tang, Director of CMD for 2 years, has been promoted Deputy City Administrator. Regina Chan, former Deputy Director, is now the incoming Director of CMD.
 - ii. There are two legislation updates: File 250508, to update Minimum Competitive Amount and Threshold Amount number and language, was introduced. File 250389, which would

allow the City to buy fire apparatus without complying with solicitation requirements, was approved.

- iii. The LBE Program evaluation is ongoing and LBE participation is needed.
 - iv. Public Works is seeking to identify LBE partners interested in working on projects addressing homelessness via an interest survey.
 - v. CMD is recruiting for the next cohort of the Mentor-Protegee program.
5. Review and approval of the April 3, 2025 LBEAC meeting minutes
- a. Wayne Perry, seconded by Bruce Giron, moved to approve the April 3, 2025 LBEAC Meeting Minutes.
 - i. Ayes: Matthew Ajiake, Kyndra Cox, Miguel Galarza, Queena Lu, Kent Lim
 - ii. Abstain: Jae Shin
6. Public Comment
- a. Recommendation for departments: Departments should utilize labor-only contracts and de-bundle contracts to increase opportunities for LBEs.
 - b. Question for Potrero Power Station team: Design packages – will these be released as set asides or directly negotiated with the design-assist? How should LBEs participate in this negotiation?
 - c. Comment: If LBE firms could be guaranteed to be paid within 30-45 days it would increase LBE participation.
 - d. Comment: Primes are trying to get around LBE requirements and self-perform work instead of hiring LBEs.
 - e. Comment: The participation goal should be a requirement. Primes should demonstrate a commitment to working with District 10 contractors.
 - f. Comment for CMD: LBEs need support from CMD to de-bundle projects.
 - g. Comment: City has a budget deficit, and many departments have experienced cuts.
 - h. Comment: Requiring high liquidated damages on contracts excludes LBEs.
 - i. Recommendation: Cap liquidated damages to 10% or lower or get rid of them entirely for LBEs.
 - j. Comment: LBEs have backed out of bidding for a contract because there are issues with getting paid quickly enough.
7. Adjournment
- a. The meeting was adjourned at 12:01PM.