



**AIRPORT COMMISSION MEETING**

**Agenda Item Executive Summary**

Airport Conference Room, Palm Springs International Airport

3400 E. Tahquitz Canyon Way, Palm Springs, CA 92262

Wednesday, July 19, 2023 - 5:30 P.M.

**The following agenda items were distributed on the next regular business day after the Airport Commission agenda packet was distributed to the Airport Commission, and at least 24 hours prior to the Airport Commission meeting.**

**AGENDA ITEM 9.D - Marketing and Air Service Update**

**ATTACHMENT:**

Marketing and Air Service Update

**AGENDA ITEM 9.G - Projects and Airport Capital Improvement Program Update**

**ATTACHMENT:**

Projects and Airport Capital Improvement Program Update

**AGENDA ITEM 10 - Executive Director Report**

**ATTACHMENT:**

Executive Director Report



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# Marketing Update

July 2023



# **Air Service Update**



## June Total Passenger Count

- 138,461 Total Passengers
- -2.9% from June 2022

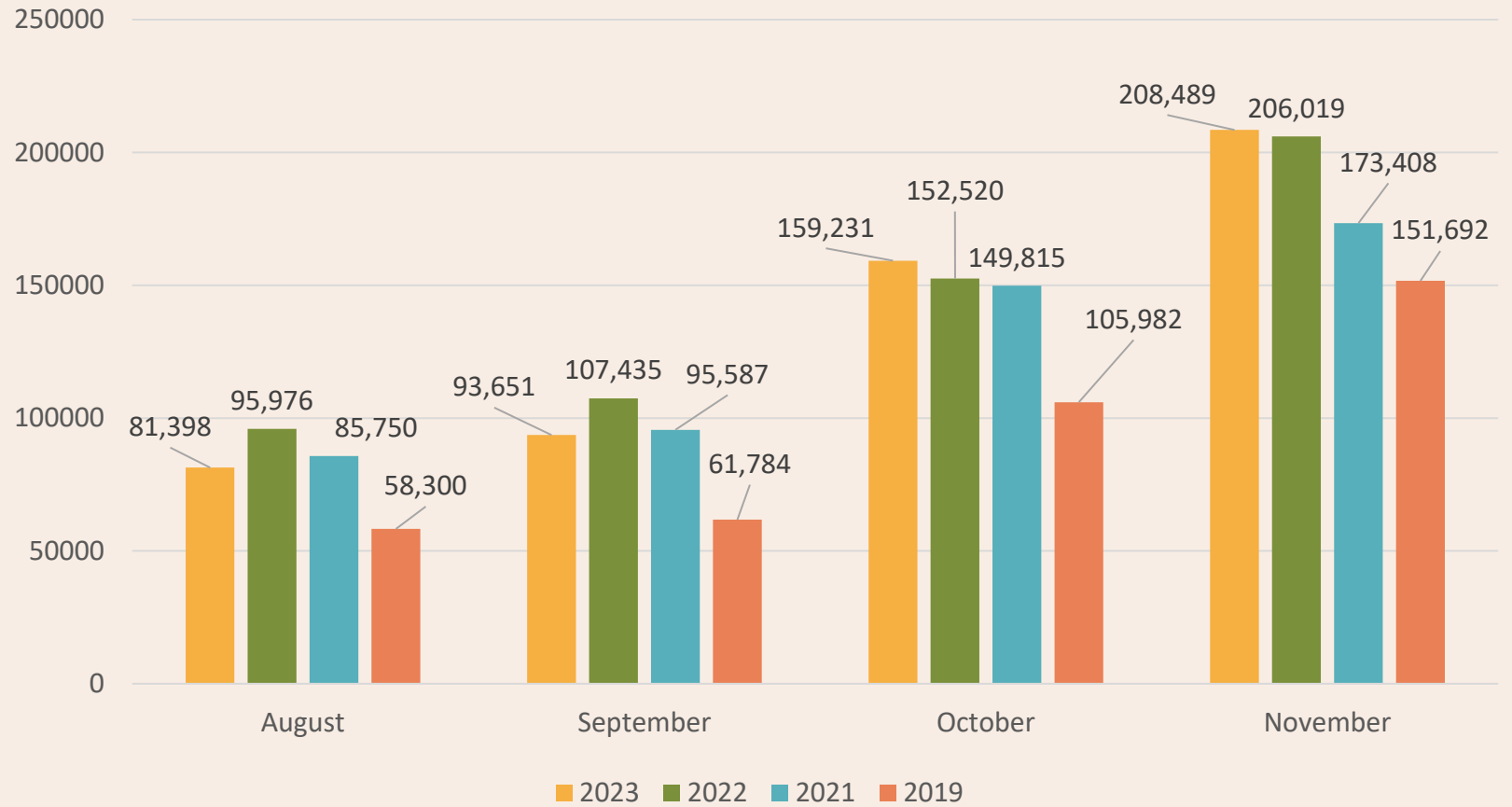
## Domestic US Summer Travel Slower than 2022

- International Travel Rebound
- Large increase in US demand for travel to Canada and Europe
- US Airlines reporting lower bookings to Florida and other tourist locations

# Scheduled Departing Seats

| 2023 vs. 2022 | % Change |
|---------------|----------|
| August        | -15.2    |
| September     | -12.8    |
| October       | 4.4      |
| November      | 1.2      |

| 2023 vs. 2019 | % Change |
|---------------|----------|
| August        | 39.6     |
| September     | 51.6     |
| October       | 50.2     |
| November      | 24       |





# Brand Update





- Phase 1 – Started July 10, 2020
  - Focus on the most visible items
    - Website, Social, Advertising
    - Navigator Uniforms
    - Ops and MX staff uniforms in process
    - In terminal signage
    - Media back drop, podium signage, & other items
    - Roadway banners
  - Plan to complete in 3 phases over next few months





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A Department of the City of Palm Springs

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DATE: July 19, 2023  
TO: Chairman Dada and Airport Commissioners  
FROM: Harry Barrett, Jr., Airport Executive Director  
SUBJECT: Projects and Airport Capital Improvement Update

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### **Capital Projects**

#### ***Airport Master Plan (Updated July 14, 2023)***

**Background:** This project is a 30-month comprehensive study to plan and develop capital program requirements thru the year 2045. The study is scoped to be sustainable, and incorporates future goals related to terminal complex, landside access and parking, and airside improvements for future generating aircraft.

**Status:** Airport staff and Mead & Hunt (M&H) kicked off the master planning process on February 13<sup>th</sup>. A full Commission strategy session was conducted on February 28<sup>th</sup> resulting in additional inputs for M&H to consider as the planning process. The consultant has produced draft working papers for the Inventory of Existing Conditions and for the Aeronautical Forecast. The next Master Plan Working Group meeting is scheduled for July 26<sup>th</sup> to discuss the draft Facilities Requirements Analysis.

#### ***Restroom Renovations (Updated July 14, 2023)***

**Background:** City Council approved Airport staff to design and renovate all public restrooms airport wide in the FY 2023 budget. This would include demolition and replacement of all flooring and fixtures, upgrades to ventilation and lighting systems, and conversion of some restrooms to gender neutral facilities.

**Status:** Solicitations for bids closed - Negotiations. The Airport has received a costs proposal for the design of five pair of public restrooms throughout the campus. Airport staff is currently in negotiations with the highest ranked firm on costs proposals.

#### ***Terminal Common Use (Updated July 14, 2023)***

**Background:** This project is to install Common Use Passenger Processing System (CUPPS) at each of the 18 boarding gates and at the non-signatory airline ticket counters. This includes renovations to the Bono Concourse which involve replacement of customer service podiums, lighting and signage upgrades and carpet replacement for both concourses.

**Status:** Invitation For Bid #21-28 was issued on February 15th for construction of Bono concourse podiums and the renovation of the concourse. The City Council approved a contract with the most qualified firm (CalTec) on May 11, 2023. The Regional Jet (RJ) concourse gates have been partially converted onto the Common Use platform and some airlines are live in the system. Phasing has been established and work areas are currently being prepared for demolition.

***Outbound Baggage Handling System Replacement: (Updated July 14, 2023)***

**Background:** This project is intended to modify or replace the current outbound baggage handling system with a new inline baggage handling system to improve capacity and process efficiency, implement additional technology for bag tracking, reduce or eliminate single points of failure, and improve ergonomics.

**Status:** In process - design: City Council approved the selection of AECOM for inline outbound baggage handling system design services. Airport staff is working with TSA to execute the design Other Transaction Authority (OTA) agreement for funding of the design. Airport staff continues to work with the FAA to identify funding for what is likely to be a building expansion to accommodate the system. The project has kicked off and AECOM is currently completing analysis and drafting conceptual designs.

***Baggage Claim Expansion and Renovation (Updated June 16, 2023):***

**Background:** This project was previously identified on the airport's Capital Improvement Program (CIP) list for start in FY 2025.

**Status:** Procurement Complete – pending award. In the Fall of 2022, Airport staff applied for a nationwide competitive grant under the Airports Terminal Program (ATP) under the 2021 Bipartisan Infrastructure Law. Airport staff was notified on February 27th that PSP had been awarded a \$5.7M grant to partially fund expansion of baggage claim. Airport staff has determined that a Construction Manager at Risk (CMAR) project delivery methodology is appropriate for this project and Request for Proposal #34-23 was advertised. An contract award for Construction Manager at Risk is anticipated to advance to City Council for approval on July 24th, 2023 with a project budget of \$27M. Primary funding sources for this project include BIL ATP, BIL allocation, and Airport Improvement Program funds. This project was included in the airport's proposed budget and as such the airport will also be working with the airlines upon adoption of the 2024 budget on capitalizing any remaining costs. The airport's on-call consultant is being tasked with the renovation design for the baggage claim. Airport staff will be working with consultant to ensure that planning and design is in collaboration with master plan processes, and consistent with the existing Class I historic designation of the main terminal building. The airport anticipates that design alternatives be presented to the Commission for consideration in early 2024.

***Public Parking Electrification – Lot D (Updated June 16, 2023)***

**Background:** Airport staff applied for the Southern California Edison electric vehicle charging infrastructure rebate program in the winter of 2022. The program is designed to provide no-cost infrastructure to enable Level 2 electric vehicle charging with the caveat that sponsors self-procure level 2 chargers.

**Status:** PSP was approved for expansion of electric infrastructure under the SCE rebate program. Request for Proposal #04-23 was issued on June 1st, 2023 for procurement of 40 level two chargers to serve 80 parking positions. The airport anticipates that infrastructure work to commence in the fall of 2023. Airport staff is developing costs recovery rate and fee plans for ev charging spaces and anticipates bringing proposals to the finance committee in the winter of 2023.

### ***Employee and Economy Parking Lots & Commercial Transit reconfiguration***

**Background:** This project aims to complete three objectives; 1) design and build a new employee parking lot west of the airport at El Cielo and Baristo; 2) convert the current overflow and employee lots to economy lots; and 3) make changes to commercial ground transportation staging areas. PSP's focus is on incorporating and improving technology thru these designs by introducing a new Parking and Revenue Control System, adding EV charging and upgrading fiber capability to accommodate security improvements. Staff has been working thru state and federal programs to procure EV charging capability.

**Status:** Procurement Phase. The RFQ for design services is with the City Procurement Office awaiting an Independent Fee Estimate to confirm and negotiate pricing. At the completion of review and negotiation, the Airport will advance a recommendation for contract approval by City Council. The Airport has entered into an agreement with the Southern California Edison to supply no costs installation of infrastructure to support increased electrical loads for Electric Vehicle Charging in public parking lot D. The Airport has budgeted secure 40 level 2 chargers for FY 2024 and has been notified by SCE that the timing of our application allows us to secure a rebate for the initial investment of procuring those chargers. Airport staff anticipate this project to commence over the summer.

### ***Taxiway W and A1 Rehabilitation***

**Background:** This is an Airport Improvement Program (AIP) funded project to design and rehabilitate the Airport's primary commercial taxiway under the Pavement Management Program.

**Status:** In Design. The airport's on-call engineering firm overseeing airfield projects recently completed surveying and destructive testing of the pavement to determine the project approach for rehabilitation. Project is proceeding as planned with construction scheduled for CY 2024.

### ***Sterile Area Shade Structures***

**Background:** This project aims to add shade structures post security to encourage broader use of the Airport during summer months. This project is partially funded through a grant facilitated by Visit Greater Palm Springs.

**Status:** In Design. City engineers assisted Airport staff in identifying space and are currently procuring structures for installation in three areas of the sterile area.

### **Program Updates**

***Feasibility Study for Federal Inspection Station (International Air Service) (Updated May 15, 2023)***



**Background:** This two-phased study (partially funded by Visit Greater Palm Springs) seeks to analyze how small and medium hub airports have successfully constructed an FIS and expanded international routes to their facilities, and subsequently develop a business plan for expansion of Customs and Boarder Protection Services for commercial flights at PSP.

**Status:** In Process – On March 1<sup>st</sup>, Intervistas was notified that their firm was the most qualified firm to undertake the FIS study. The City Council approved a contract with Intervistas in April and the study is currently underway. VGPS is directing the first phase of the study which is expected to be completed in August. This phase involves identifying and providing case studies and best practices from other airports relative to FIS development. Airport staff will pick up the second phase of the study and will use the case studies to determine next steps based on the outcomes of the initial phase of the study. The study is expected to cost \$385,000, of which Visit Greater Palm Springs will be responsible for \$70,000. Airport staff is continuing discussions with Customs and Boarder Protection regional leadership about PSP plans to expand international air service.

DATE: July 19, 2023

TO: Chairman Dada and Airport Commissioners

FROM: Harry Barrett, Jr., Airport Executive Director

SUBJECT: Executive Director Report

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## **Emerging Developments**

### ***Airport Reorganization – New FTEs (New)***

**Background:** The PS City Council adopted the FY 2024 and FY 2025 budgets on June 29<sup>th</sup>, which included the Airport's request for an additional 49 Full Time Equivalent positions. These positions included augmentation of current classifications to support growth, as well as new classifications to better align resources with airport needs.

**Report:** Airport staff and City Human Resources (HR) have been coordinating on hiring priorities. To date, staff has been focused on filling a number of vacant positions that were approved in the 2023 budget and positions that were vacated thru attrition. Airport staff have communicated to HR to prioritize the hiring for new classifications supporting capital development, airport administration and Aircraft Rescue and Fire Fighting response. The City HR team has also prioritized the hiring of a Human Resources Specialist to facilitate airport recruitments, personnel onboarding, and personnel actions going forward. Many of these positions are being currently being recruited off of an active eligibility list to accelerate onboarding, and an HR recruiting consultant will be hired to assist the City HR team with recruitment for all City departments.

### ***Turo Agreement (Updated July 14, 2023)***

**Background:** Turo is a peer-to-peer carsharing company which uses app-based solutions to enable people to rent personal vehicles. Airport management has become aware of Turo activity on PSP in the public parking lots.

**Report:** The company has been operating at the Airport without an agreement for a number of years. PSP has engaged with Turo and is seeking a revenue agreement with the company in exchange for an operating permit at PSP. It was previously reported that a proposed agreement will be coming to the

Commission for consideration over the summer. Airport staff have paused drafting an agreement pending the outcome of legislation being proposed in the State Assembly. Airport staff is monitoring Assembly Bill 893 which would address peer-to-peer car sharing services and which is currently being negotiated with Turo.

***Commissioner request for agenda item to update on Persons without Legitimate Business & Unhoused Population (Updated July 14, 2023)***

**Background:** Airport staff received a Commissioner request for ongoing updates surrounding the unhoused population at the Airport. The Airport has experienced an increase in persons without legitimate business within the terminal area, including unhoused persons living on the Airport campus and populating the terminal.

**Report:** Airport staff and the Police Department began enforcement of the Legitimate Business ordinance at midnight on March 12<sup>th</sup>. There was an immediate and noticeable decline in persons without legitimate business and unhoused individuals occupying the Airport property upon enforcement. The Airport can report that the situation remains unchanged and there has been no observed increase in persons without legitimate business on the airport.