

**NOTICE OF PUBLIC MEETING
PHOENIX AVIATION ADVISORY BOARD**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **PHOENIX AVIATION ADVISORY BOARD**, and to the general public, that the **PHOENIX AVIATION ADVISORY BOARD** will hold a meeting open to the public on **Thursday, December 15, 2022 at 3:00 p.m. located at the City of Phoenix Aviation Department, PAAB Conference Room, 2485 E. Buckeye Road, Phoenix, Arizona 85034, or via WebEx teleconference.**

OPTIONS TO ACCESS THIS MEETING:

- 1. Watch the meeting virtually using the WebEx link provided below.**

<https://cityofphoenix.webex.com/cityofphoenix/onstage/g.php?MTID=e0732fd4f15dc18f9779b8621806d7a67>

- 2. Call-in to listen to the meeting, dial 602-666-0783 and Enter Meeting ID 2462 779 3463# Press # again when prompted for attendee ID.**
- 3. Attend the meeting in-person at the Aviation Headquarters.**

Public Comment: If you wish to provide a written comment or speak at the meeting virtually or by phone, please submit a request to pearl.meza@phoenix.gov no later than 10 a.m. on Thursday, December 15, 2022. The email should include your first and last name, email address, the item number(s) and whether you would like your comment read into the record or if you wish to speak. Those who wish to attend in person may submit a request to speak by completing a speaker card at the registration desk at the beginning of the meeting.

Pursuant to Arizona Revised Statutes, Section 38-431.02B, notice is given that the Phoenix Aviation Advisory Board may vote to go into Executive Session, or Sessions, for discussion or consultation, for legal advice with the attorney or attorneys of the public body for any agenda items listed below, as authorized by Arizona Revised Statutes, Section 38-431.03 (A)(3) or for discussion of records and/or information that is exempted by law from public disclosure, as authorized by Arizona Revised Statutes, Section 38-431.03(A)(2). If authorized by a majority vote of the Phoenix Aviation Advisory Board, the Executive Session will be held immediately after the vote and will not be open to the public. If a decision is requested, the Phoenix Aviation Advisory Board may decide the matter in the public meeting or defer the decision to a later date. The agenda items that may be subject to an Executive Session pursuant to Arizona Revised Statutes, Sections 38-431.03 (A) (2) and 38-431.03 (A) (3) are as follows: Items 4, 5, 6, 7, 8, & 9.

One or more board members may participate via teleconference. Agenda items may be taken out of order.

The agenda for the meeting is as follows:

CALL TO ORDER

SUMMARY OF CURRENT EVENTS

1. **Summary of Current Events by the Director of Aviation Services**
2. **Summary of Current Events by the Airline Station Manager**

MINUTES OF MEETING

3. **For Approval or Correction, the Minutes of the Phoenix Aviation Advisory Board Meeting on November 17, 2022**

DISCUSSION AND POSSIBLE ACTION (ITEM 4)

4. **Ground Transportation Dispatch and Curb Monitoring Services**

This report requests that the Phoenix Aviation Advisory Board recommend to the City Council to award Ace Parking III, LLC a contract to provide ground transportation dispatch and curb monitoring services for the Aviation Department.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

INFORMATION AND DISCUSSION (ITEMS 5-8)

5. **Sky Harbor Child Care Program Update**

This report provides an update on the child care scholarship program that was launched earlier this year, and progress related to construction of shell space to support a child care facility at the 44th Street Sky Train Station.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

6. **Tal Wi Wi Request for Information**

This report provides the Phoenix Aviation Advisory Board an update on the results of a Request for Information issued in conjunction with the Contracts and Services Division for the development of Aviation owned land at the intersection of Olive Ave. and Litchfield Rd.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

7. Super Bowl Update

This report provides the Phoenix Aviation Advisory Board an update on Super Bowl planning efforts for the Aviation Department's three airports.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

8. Monthly Concessions Update

This report provides the Phoenix Aviation Advisory Board with an update on concession contract hours, enforcement, and compliance.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

ADVISORY BOARD INFORMATION AND FOLLOW-UP REQUESTS

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. Section 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later time.

EXECUTIVE SESSION (ITEM 9)

9. Executive Session

Discussion and legal consultation re: Tempe Entertainment District development (in-counsel Carolina Potts).

ADJOURNMENT

For further information, please call Pearl Meza, Management Assistant II, Aviation Department at 602-273-3382. For further documentation on this meeting, please visit skyharbor.com.

Persons with a disability may request a reasonable accommodation, please contact Pearl Meza, Management Assistant II, Aviation Department at 602-273-3382. Or 7-1-1 friendly.

The next Phoenix Aviation Advisory Board meeting is scheduled to take place Thursday, January 19, 2023



**PHOENIX AVIATION ADVISORY BOARD
SUMMARY MINUTES
November 17, 2022
*Meeting held via WebEx***

Board Members Present

Valencia Fisker – Chairperson
Seth Scott – Vice-Chairperson
Ruben Alonzo
Stephanie Cherny
Andrew Cohn
Sandra Ferniza
Brian Foster
Verma Pastor
Ron Price
Camilo Henao – Ex-Officio
Chad Makovsky – Ex-Officio

Board Members Absent

Staff Present

Abbie Slade
Bradley Hagen
Carl Cephas
Carolina Potts
Clifford Looper
Corrine Harbaugh
Heather Shelbrack
Janet Lee
Jay DeWitt
Jennifer Holland
Jordan Feld
John Ojeda
Julie Rodriguez

Kathleen Badillo
Kimberly Whetstone
Lawrence Hein
Lisa Madison
Marshall Kain
Mary Helen Martinez
Matthew Becker
Michael O’Shaughnessy
Moe Yacut
Monica Gonzalez
Nicole Donathan
Pearl Meza
Prasan DeSilva

Rebecca McCarthy
Richard Graham
Roxann Favors
Sarah Demory
Sarah Moratto
Sonja Costello
Tamra Ingersoll
Tim Spahr
Tom Sawyer
Valerie Churchwell
William Robinson

Members of the Public

Jim Lauer
Lilly Osborne
Russ Sanders
Bill Hastings
Bruce Mosby

Karen Ratliff
Gregory Torrez
Lynsey Jones
Ian Wood
Kurt Mangum

David Sperling
Carmen Ronan
Stephan Douglas
Joel Ericson
Scott Welding

CALL TO ORDER

Chairperson Fisker called the meeting to order at **3:00 p.m.**

SUMMARY OF CURRENT EVENTS

1. Summary of Current Events from the Director of Aviation Services

Mr. Makovsky opened his presentation by reviewing the passenger numbers from Sky Harbor for the month of September and year-to-date (YTD), the Cargo tonnage, and general operation numbers (take offs and landings) from all three airports.

Mr. Makovsky provided an update on new air service at Sky Harbor. Breeze Airlines will begin service from Sky Harbor on November 19. They will begin by offering flights to Provo, Utah, and Charleston, South Carolina twice weekly.

Frontier Airlines opened a crew base at Sky Harbor on November 4. This crew base is expected to generate over \$118 million in annual payroll. Frontier also announced the addition of twelve new destinations effectively doubling their footprint at Sky Harbor.

Lynx Air, a new ultra-low-cost airline from Canada announced nonstop service to Sky Harbor three times a week from Calgary beginning in February 2023.

Mr. Makovsky also discussed the recent Wings for Autism event, the 7th such event at Sky Harbor. This event provides families with children on the Autism spectrum to experience the airport, boarding an airplane, taxiing around the airport, and then deplaning.

The Aviation Department in partnership with the Support Sky Harbor Coalition just finished the 16th Aviation Academy. The program brings in community leaders to showcase Aviation staff and the many stakeholders that make an airport like Sky Harbor function. Board Member Price was acknowledged for attending the most recent Academy.

Mr. Makovsky also discussed the introduction of autonomous vehicle rides to and from the airport from downtown Phoenix. Waymo is offering trusted tester participants the opportunity to pilot this program before it opens to the general public later this year.

Mr. Makovsky then shared that the opening of the PHX Sky Train – Stage 2, including the new 24th Street Sky Train station and the Rental Car Center station is expected to open to the public before the end of the year.

Mr. Makovsky then recognized, Ms. Roxann Favors, who was chosen as the Inspirational Events Executive by Women in Sports and Events. This award was given to Ms. Favors in recognition for her efforts as a leader in sporting events and mentorship of other women in coordinating sporting events.

He also recognized Design and Construction Deputy Director Candace Huff, who was named 2022 Woman of the Year by WTS. Mr. Makovsky shared highlights of Ms. Huff's engineering career and the different projects she's worked on for the airport.

Additionally, Mr. Makovsky acknowledged four members of the Aviation Technology team who worked together to save the airport nearly \$500,000. Through their ingenuity, they repurposed terminal computers to host multiple displays from a single processor to display flight information.

Turning to airport awards, Mr. Makovsky highlighted how Sky Harbor earned the level four Airport Carbon Accreditation and the Environmental Achievement Award. Sky Harbor is the only airport in the country to have achieved level four and Mr. Makovsky highlighted the airport's commitment to sustainable practices.

Lastly, Mr. Makovsky shared the airport has begun a strategic planning process with the help of David Feldman of Exambela Consulting. Results of the planning process will be provided to the Board in early 2023.

2. Summary of Current Events by the Airline Station Manager

Mr. Henao noted that Frontier opened their crew base earlier this month and that many new flights have started. He shared that more airlines will be starting their first flights in the coming weeks making Sky Harbor more accessible to more of the country.

MINUTES OF MEETING

3. For Approval or Correction, the Minutes of the Phoenix Aviation Advisory Board Meeting on September 15, 2022

A motion was made by Mr. Price, seconded by Mr. Foster that this item be approved.

No public comments.
The motion carried.

INFORMATION ONLY (ITEM 4)

4. Ground Lease at 3801 E. Washington Street, Phoenix Rising FC, LLC

As this item was for information only, no presentation was provided.

Mr. Foster asked for clarification on if this was for a ground lease with the soccer club Phoenix Rising.

Mr. Graham confirmed that this is a ground lease for the club to relocate from their current location.

CONSENT ACTION (ITEMS 5-6)

5. Ground Lease with KOR Medical Arizona, LLC

6. Arizona Fueling Facilities Hydrant Fuel System Modification

A motion was made by Mr. Cohn, seconded by Ms. Cherny that items 5 & 6 be approved.

No public comments.

The motion carried.

DISCUSSION AND POSSIBLE ACTION (ITEMS 7-8)

7. Ground Lease with Burrell Aviation Goodyear, LLC

Mr. Richard Graham discussed the proposed ground lease with Burrell Aviation Goodyear, LLC (Burrell). He noted that Burrell currently does not have a tenant for the proposed development, however, their target is to incorporate air cargo with cold storage capabilities at the site, which is a service that is currently not available within the Phoenix metro area.

Mr. Graham discussed the actual acreage of the parcel, the proposed development term and remaining term of the lease, and requested rent credits to support development of improvements that both benefit and help make the airport more marketable to neighboring developments.

Mr. Cohn commented he heard this item at the BDSC meeting, and that considerable time was spent discussing the rent credits and how they will be beneficial to the balance of the land and how they can be recouped by future development.

A motion was made by Ms. Ferniza, seconded by Ms. Cherny that this item be approved.

No public comments.
The motion carried.

8. Request to Issue Terminal Advertising Revenue Contract Solicitation

Ms. Corrine Harbaugh provided an overview of the Terminal Advertising program. She discussed and provided examples of the types of advertising media and format which include digital displays, backlit pedestals, banners, wraps, and wall clings.

Ms. Harbaugh described the terms of the project, along with the scope, and its goals, noting the scope will cover all three city-owned airports.

Ms. Scott asked how much revenue the airport nets from this type of contract on an annual basis.

Ms. Harbaugh stated that the airport earns roughly \$3 million from the advertising contract.

A motion was made by Ms. Cherny, seconded by Mr. Price that this item be approved.

No public comments.
The motion carried.

INFORMATION AND DISCUSSION (ITEMS 9-10)

9. Phoenix Deer Valley Land Use Planning

Mr. Jordan Feld provided an overview of the most recent Deer Valley Airport (DVT) Master Plan and commented that staff have been working hard to secure funding sources and implement the airfield recommendations.

He then stated the area around DVT is a growing economic development area, referencing Taiwan Semiconductor Manufacturing Company, Gore, USAA and Honeywell. He reviewed a map showing the large tracts of land available for development at DVT and the opportunity to leverage surrounding development.

He then reviewed the process for the land use plan update, including identifying trends and opportunities, collecting stakeholder feedback, conducting market assessments, forecasting, needs assessment and development of marketing materials for the preferred land use goals.

Mr. Feld provided examples of aero-biz development, and advised Aviation has partnered with consulting firms HNTB and MXD to support the project. He shared the proposed project timeline noting the update should be completed in early 2023.

Chairperson Fisker asked how this land use plan relates to the Sky Harbor's new strategic plan.

Mr. Feld responded strategic goals heavily influence airport land use planning.

No public comments.

10. Airport Concessions Update

Ms. Roxann Favors reviewed the Aviation Department's use of American Rescue Plan Act funds. She emphasized that rental car companies, and in-terminal concessionaires are recipients of these relief funds and the airport is working with the parent companies to get the funds applied to their accounts.

She then provided an update on liquidated damages. She noted that some companies were in full compliance of their contractual hours and as such, were not assessed liquidated damages.

She then shared that members from the prime concessionaires are present and will be given time after the concessions update to answer questions from the board.

Ms. Favors then turned the main presentation over to Mr. Prasan DeSilva. Mr. DeSilva reviewed the status of concessions. Of the 130 total concessionaires, 115 are open. He then displayed graphs depicting the previous three months' status of the concessionaires.

Mr. DeSilva shared a survey of the airport which was completed by an outside consultant. Categories which people were surveyed in were cleanliness, friendliness/efficiency, product display, quality of food and drinks, selection/choice of cuisine, restaurant ambiance, and finally, pricing.

He then discussed the Aviation Department's monthly job fair. This job fair has been successful throughout the year and has played a vital role in bringing back much of the concessions throughout the airport. The childcare scholarship, which launched in July, has been helpful to concessionaires.

Mr. DeSilva then discussed reconcepts of concessions that are happening in the terminals.

Mr. DeSilva then shared which of the prime concessionaire's restaurants, are currently offering full menus.

Mr. Cohn inquired as to what date those concessionaires began offering full menus.

Mr. DeSilva responded that based on his data full menus were restored the week of November 7.

Mr. Cohn asked if all concessionaires are now offering full menus.

Mr. DeSilva responded he believes one prime is at about 90%. The other prime has only 2 restaurants that do not have 100% menus.

Ms. Favors offered to provide follow-up answers so Mr. Cohn could understand what exactly the phasing to 100% menus looked like from a month-over-month perspective.

Mr. Scott asked if aviation staff relied on the concessionaire's word about 100% menus, or if the information was being verified by aviation staff.

Mr. DeSilva confirmed that Aviation staff do conduct site inspections and verify the menu offerings.

Continuing, Mr. DeSilva provided an update about phase two of the RCS process for the new Terminal 4 S1 Concourse, and shared staff anticipated contracts to be awarded by October 2023.

Chairperson Fisker asked if the concessionaires were operating their full contractual hours or a partial schedule.

Mr. DeSilva explained that some are still operating on a partial schedule, a condition that would result in the issuance of liquidated damages.

Chairperson Fisker requested follow-up information to better understand the number of concessionaires who are open partial vs. full contractual hours.

Ms. Favors introduced the representatives from HMS Host - Mr. Stephen Douglas, and SSP America - Mr. Scott Welding.

Mr. Cohn stated that the airport and Board have received complaints and was concerned about the concessionaires' operation during and after COVID. He stated operating at the airport is not like a street location, and concessionaires need to incentivize employees through salaries and benefits to choose employment at the airport over street locations.

Mr. Cohn asked, month-over-month, how many of the prime's facilities were open, their staffing levels, and any of the complaints the primes received directly, and how they handled staffing shortages during this time.

Mr. Douglas stated that HMSHost is doing everything in their power to get every restaurant back open for as many hours as possible. He stated that a large investment has been put into Sky Harbor and that they are highly motivated to be open and operating.

Mr. Cohn asked for a follow-up on the level of PPP monies each prime received from the government during COVID.

Mr. Douglas and Mr. Scott answered that each of their respective primes received no federal relief. They both stated that the CRRSA and ARPA funds are separate from PPP funds and that CRRSA and ARPA are still up for discussion.

Mr. Cohn asked if CRRSA and ARPA funds benefitted both companies and how much funds each received.

Mr. Douglas discussed industry challenges faced by the restaurant industry as a whole, including that people do not want to work service jobs at pre-pandemic rates.

Mr. Cohn stated that to hire more people, you have to pay more.

Mr. Douglas discussed what HMS is doing to help resolve staffing issues at Sky Harbor. He emphasized that while wages are important to employee retention, in today's environment, there needs to be more. He discussed the incentives offered by HMS so employees can earn more beyond their hourly wage, health care coverage, future planned wage increases, varying levels of certification employees can earn to increase their wage, and HMS's recruiting budget.

Switching topics to technology, Mr. Douglas discussed advancements in technology used within restaurants. He outlined automatic payment systems, mobile order and pick-up, order and pay at tables, and other technology integrations HMS is incorporating into their business.

Mr. Cohn commented that he believes the people working at the airport are the best in the City of Phoenix government. He is proud of this airport and he wants to ensure that passengers are experiencing the level of service that Phoenix Sky Harbor is capable of delivering.

Ms. Favors opened the floor to Mr. Scott Welding to answer similar inquiries from the board.

At this time a member of HMSHost's management team and an ACDBE partner, Mr. Kurt Mangum, asked to make a statement. Mr. Mangum shared that he is a local Phoenix resident who is a small business partner with HMSHost.

Mr. Mangum acknowledged Mr. Cohn's frustration and discussed the levels of wage increases, bonuses, and incentives HMS implemented throughout the pandemic in order to attract and retain employees.

Mr. Cohn thanked Mr. Mangum and emphasized that the airport economy is not the typical business or asset and that extraordinary measures need to be and should be taken to take care of the asset.

Mr. Welding from SSP began his remarks on the concessionaire situation by acknowledging that SSP's data and situation is going to be similar to that of HMSHost. Mr. Scott shared that although it looks like SSP is one large company running everything, there is 43% minority participation through sub-tenancy and joint venture programs.

Mr. Scott asked if either SSP or HMS received rent relief during COVID, noting that this type of relief is federal relief and that the impression set out earlier in the discussion was incorrect about the companies not receiving any sort of federal relief.

Mr. Welding agreed with this statement and admitted that rent relief occurred from the peak of COVID till the end of last summer and the relief saved them. Continuing, Mr. Welding discussed ongoing labor challenges. Currently SSP is employing around 800 people. He continued by stating that of the positions both companies are hiring for, cooks and management have been the hardest positions to fill and that the reason most concessionaires had to limit their menus was due to the fact that cooks were hard to hire.

To help the hiring process, SSP is advertising jobs on all available platforms, and added dedicated internal staff to help with hiring.

Mr. Welding displayed a graphic depicting SSP employee vacancies from around the country for the month of September and Phoenix was number two on the list for highest number of job openings. Mr. Welding also shared vacancies at the management level and again, Phoenix was number three in terms of vacancies. Mr. Welding then displayed month-over-month statistics since June on the number of hiring events, the number of new hires and the number of new hires retained.

He noted that to provide passengers options, in the last four months, SSP has implemented four self-service kiosks throughout Sky Harbor. Most of the restaurants throughout the terminals have QR codes to assist with ordering. Additionally, to be more inclusive of dietary restrictions, SSP is working to

expand menus to include options for gluten free, vegan, or to address certain caloric intake restrictions.

Ms. Cherny thanked the presenters and asked that they provide data on how long people have to wait for service after they've used technology to order, sharing a personal experience where she nearly missed a flight because a reservation order wasn't ready. She also asked for concessionaire plans to handle Thanksgiving week traffic.

HMS host responded that each concessionaire has ramped up staffing, offered overtime and added other incentives, and suppliers have prepared for extra demand for the Thanksgiving week.

Ms. Favors remarked that aviation staff has been working with the concessionaires on operating hours and communicating that to the passengers, including that the concessionaires are open for first and last flights each day.

Ms. Cherny thanked Ms. Favors for this update but stated that people traveling into Sky Harbor don't receive these updates.

Mr. Alonzo asked how a full menu is measured, and if a menu is pared down to two items, does that constitute a full menu?

Ms. Fisker commented that she felt Mr. Alonzo's question is a follow-up to her question regarding statistics on the definition of what open is, what are the actual open hours vs contractual hours?

Ms. Pastor wanted to know if both companies are paying about equal wages.

Mr. Douglas answered that HMS Host's wages are very competitive and on a regular basis the company will conduct wage surveys to ensure they offer competitive wages.

Mr. Welding discussed how SSP has a collective bargaining agreement in place and that there are time period triggers when wage increases occur.

Ms. Ferniza discussed how Arizona is entering a critical time frame during the winter months when the state attracts a lot of travelers. She also noted that the primes do their own job fairs and that the airport does its own job fair. Ms. Ferniza suggested conducting a job fair at different locations like high schools with culinary programs or various community centers, noting that it may be better to go to the people rather than expecting people to come to us. She also asked how or if other benefits are communicated to potential employees. Lastly, Ms. Ferniza asked if data is being gathered on why people would go through the hiring process then simply not show to work.

Mr. Ian Wood with HMS Host answered that recruiting companies help to conduct outreach for them and noted that job fairs are conducted once a month and usually at various hotels. He also shared that one way they help new hires get started is to place new workers in locations before security so they can start work while background screening is conducted. He also noted that another challenge people have is getting to and from the airport for their shifts; people may get hired but end up finding that transportation is their biggest hurdle.

Mr. Bruce Mosby stated that he appreciated the concerns of the board and reiterated that recruitment never ceases. He operates two Peet's Coffee locations in the terminals and is fully staffed at both locations but noted that at any point people could quit and then they would be understaffed. He wanted to assure the board that everything is being done to ensure full staffing.

Mr. Scott had a follow-up question for Ms. Favors about one of the primes not being assessed liquidated damages. He asked if that decision is in effect moving forward, or are they were forgiven of fines previously accrued.

Ms. Favors responded that for the month of September the retail prime concessionaire met their compliance standard. However, the October audit has yet to be completed and if they fall short of compliance for October then they will be assessed a fine. There will also be no retroactive forgiveness of liquidated damages.

Mr. Scott asked about the follow-up packet from the September PAAB regarding staffing levels. He discussed the numbers provided and asked the validity of the numbers.

Ms. Favors responded that during a meeting with the primes, the reported numbers were down, however, larger vacancies occurred before the meeting so that's what the report was based on.

Mr. Scott asked how many employees are needed for primes to be at full staffing.

HMS responded that they needed about 850 people to be fully staffed. SSP responded that their business set up is slightly differently than HMS. Many of their concessionaires are owner operators and so employees from those locations are added to the rest of SSP's total which is about 800 employees.

Mr. Scott asked if SSP was aware how long ago it was when they needed 319 employees.

SSP staff replied that they did not know exactly when that figure would have been accurate.

Ms. Favors clarified that aviation staff is asking job fair vendors what their employee need is and that the numbers Mr. Scott is referencing are the numbers aviation staff received from the September job fair.

Mr. Scott responded that there needed to be a follow-up to provide the most accurate numbers which would reflect the number of employees each prime would need to be fully staffed.

No public comments.

ADVISORY BOARD INFORMATION AND FOLLOW-UP REQUESTS

No new follow up requests other than those requested as noted in minutes of agenda item 10.

CALL TO THE PUBLIC

No public comments.

ADJOURNMENT

Meeting end at **4:52 p.m.**

PHOENIX AVIATION ADVISORY BOARD REPORT	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Ground Transportation Dispatch and Curb Monitoring Services

Description

This report requests that the Phoenix Aviation Advisory Board recommend to the City Council to award Ace Parking III, LLC a contract to provide ground transportation dispatch and curb monitoring services for the Aviation Department.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Report Summary

This contract will provide ground transportation dispatch and curb monitoring services for the Aviation Department's Operations Division. These services are needed on a continuous basis to provide for the safe, orderly, and efficient dispatch of taxicabs from the staging lot to approved terminal pick-up locations, and to provide customer service to waiting passengers requesting a taxi at the curb.

Taxicabs are dispatched using an automated vehicle identification system to reduce roadway and terminal curb congestion and unnecessary taxicab trips. Approximately 400,000 taxi trips are dispatched annually at Phoenix Sky Harbor. Ground transportation dispatch staff also accommodate travelers with special transportation needs, including people with disabilities or other special service requirements. Additionally, dispatch staff manage the terminal rideshare curbs to provide for the orderly management of rideshare vehicles, as well as assisting customers with connecting with their rideshare driver.

Procurement Information

A procurement for ground transportation dispatch services was published on July 8, 2022. The pre-offer conference occurred on July 20, 2022. Solicitations were due August 29, 2022. Two responses were received. One was determined to be non-responsive.

The evaluation panel reached a consensus and recommended the award to ACE Parking III, LLC based on the following:

Proposer 1: ACE Parking III, LLC

930/1000 points

Proposer 2: SP Plus

Deemed non-responsive

Contract Term

The contract will begin on or about March 1, 2023 for a three-year term, with two one-year options to extend at the discretion of the Director of Aviation Services.

Financial Impact

The aggregate contract value over the term of the contract including option years will not exceed \$13,700,000. Funds are available in the Aviation Department's operating budget.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This report requests that the Phoenix Aviation Advisory Board recommend to the City Council to award Ace Parking III, LLC a contract to provide ground transportation dispatch and curbside monitoring services for the Aviation Department.

PHOENIX AVIATION ADVISORY BOARD REPORT	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Airport Worker Child Care Program Update

Description

This report provides the Phoenix Aviation Advisory Board an update on the Airport Worker Child Care Program.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

As part of the city’s American Recovery Plan Act strategic plan, the City Council approved an allocation of \$5 million to fund childcare options for workers at Phoenix Sky Harbor International Airport.

The program includes \$4 million to provide financial assistance for airport workers seeking childcare, and \$1 million to assist in identifying and constructing a childcare facility for airport workers.

On Aug. 2, the Aviation Department launched the airport worker childcare scholarship program. Currently there are 29 families approved for participation in the scholarship program, and 14 children are currently placed in childcare facilities.

In addition to the scholarship program, the Aviation Department is continuing to work on construction of shell space to support development of a childcare facility at the 44th Street Sky Train station.

Staff will provide an update on both childcare programs.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This item is for information and discussion.

PHOENIX AVIATION ADVISORY BOARD REPORT	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Tal Wi Wi Request for Information

Description

This report provides the Phoenix Aviation Advisory Board an update on the results of a Request for Information (RFI) issued for the development of Aviation-owned land at the intersection of Olive Avenue. and Litchfield Road.

The RFI specifically requested development options for a utility-scale solar facility as well as commercial/industrial development compatible with Luke Air Force Base (AFB) which is located adjacent to the 800+ Aviation-owned acres referred to as Tal Wi Wi.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

A Request for Information was issued to gather data from parties interested in the purchase and development of the Tal Wi Wi parcels. The RFI specifically identified the parcels north of Olive Avenue for commercial/industrial development compatible with Luke AFB operations and the parcels south of Olive Avenue as a utility-scale solar development from which Aviation would receive the renewable energy credits (RECs) which would be used to offset the electricity usage at Phoenix Sky Harbor Airport. Obtaining these RECs would benefit Aviation’s goals to achieve net zero carbon emissions.

The RFI was issued on July 11, 2022. Proposals were due October 18, 2022. A virtual pre-response meeting was held August 17, 2022.

Four responses were received. Two of the proposals were presented by parties interested in solar development and two proposals focused on the industrial/commercial development. Staff will provide an overview of the responses received.

Contract Term

There is no contract associated with this RFI and no contract will be issued as a result of the RFI. This RFI process was conducted to gather information only.

Financial Impact

There is no financial impact or financial commitment related to this RFI.

Location

Intersection of Olive Avenue and Litchfield Road.

Recommendation

This item is for information and discussion.

PHOENIX AVIATION ADVISORY BOARD REPORT	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Super Bowl Update

Description

This report provides the Phoenix Aviation Advisory Board an update on Super Bowl planning efforts for the Aviation Department.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

On June 2, 2021, the National Football League (NFL) and Arizona Super Bowl Host Committee announced that Super Bowl LVII will be played on Sunday, February 12, 2023. This marks the fourth time that the greater Phoenix region will host the Super Bowl. To ensure that Phoenix shines under this global spotlight, the City of Phoenix formed a citywide Super Bowl steering committee to support the planning efforts of the NFL and the Arizona Super Bowl Host Committee.

As part of the citywide Super Bowl steering committee, the Aviation Department is responsible for the Airport Coordination Working Group. Starting in December 2021, Aviation staff from all three airports participated in preparation and coordination efforts for Super Bowl 2023. Staff have been meeting regularly with internal and external stakeholders and have established numerous workgroups to develop operational and logistical plans for Sky Harbor, Deer Valley, and Goodyear airports. Staff will provide a general update on the planning and preparation efforts for Aviation's role in hosting Super Bowl 2023.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This item is for information and discussion.

PHOENIX AVIATION ADVISORY BOARD REPORT	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Monthly Concessions Update

Description

This report provides the Phoenix Aviation Advisory Board with an update on concession contract hours, enforcement, and compliance.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Report Summary

As of November 2022, terminal food and beverage and retail concession units are 92 percent open, although many concepts are still not able to maintain hours consistent with contractual obligations. With the increased airline operations during late night, food and beverage concessionaires have added 24-hour grab-n-go options. Operational hours continue to improve as all concessionaires focus on reaching full staffing levels. Concessionaires continue to participate in Airport-hosted job fairs to hire for unfilled positions. Key staff positions such as baristas and cooks continue to be difficult positions to fill and retain even with hiring incentives.

To meet passenger expectations, concessionaires not meeting the store operating hours within their contractual obligations are being assessed liquidated damages. Liquidated damages have been assessed and billed for the months of June, July, August, and September 2022. Staff will continue to assess liquidated damages to concessionaires who are not open within the operating hours outlined by the Aviation Department.

Location

Phoenix Sky Harbor International Airport - 2485 E. Buckeye Road

Recommendation

This item is for information and discussion.