

**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, November 18, 2021 at 3:00 p.m. via WebEx.**

**OPTIONS TO ACCESS THIS MEETING**

- **Call-in to listen to the meeting.** Dial 602-666-0783 and Enter Meeting ID 2468 004 8531#. Press # again when prompted for attendee ID.

- **View the meeting as an attendee.** Click on this link at the time of the meeting and join the WebEx to listen and view presentations:  
<https://cityofphoenix.webex.com/cityofphoenix/onstage/g.php?MTID=e566b6666cc9595634c868e9319b1a0f9>

- **Speak during a meeting.** If you wish to provide a written comment or speak at the meeting, please submit a request to [pearl.meza@phoenix.gov](mailto:pearl.meza@phoenix.gov) with as much advance notice as possible to ensure there is sufficient time to distribute the written comments and provide information on how to participate. Requests to speak during the meetings may be taken as late as 10 a.m. on Thursday, November 18, 2021. The email should include your first and last name, email address, the item number(s) and whether you wish to speak.

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, and 8.

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 October 21, 2021**

### **CONSENT ACTION (ITEMS 4-6)**

4. **4LWM LLC Ground Lease at 2949 East Washington Street**

This report requests that the Phoenix Aviation Advisory Board recommend to the City Council to enter into a Ground Lease Agreement (Lease) for up to approximately 16,000 square feet of paved parking lot with 4LWM LLC at 2949 East Washington Street for two years with three one-year options to extend.

5. **SGP Deer Valley LLC Ground Lease at DVT**

This report requests that the Phoenix Aviation Advisory Board recommend to City Council to enter into a Ground Lease Agreement (Lease) for up to 175,000 square feet of undeveloped land at Phoenix Deer Valley Airport for 30 years with two five-year options to extend.

6. **Custom Pipe & Fabrication, Inc. Ground Lease Amendment**

This report requests that the Phoenix Aviation Advisory Board recommend to the City Council to amend a ground lease (#151989) with Custom Pipe & Fabrication, Inc. at 2739 E. Washington Street, Phoenix, Arizona.

**THESE ITEMS ARE FOR CONSENT ACTION.**

### **DISCUSSION AND POSSIBLE ACTION (ITEM 7)**

7. **Airport FAA Concessions Consultant Contract Solicitation Request to Issue**

This report requests that the Phoenix Aviation Advisory Board recommend to the Transportation, Infrastructure and Planning Subcommittee to authorize the Aviation Department to issue a Request for Proposals to contract with an Airport

FAA Concessions Consultant to meet Federal compliance requirements for airport concessions.

**THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.**

### **INFORMATION AND DISCUSSION (ITEMS 8-9)**

#### **8. CAMP Update**

This report provides the Phoenix Aviation Advisory Board an update on the review and update of Sky Harbor's master plan, the Comprehensive Asset Management Plan adopted in 2019.

**THIS ITEM IS FOR INFORMATION AND DISCUSSION.**

#### **9. Tempe Entertainment District**

A presentation was requested at the Oct. 21, 2021 Phoenix Aviation Advisory Board meeting from the developer of the proposed Tempe Entertainment District.

**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.

#### **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](http://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, December 16, 2021.



**PHOENIX AVIATION ADVISORY BOARD  
SUMMARY MINUTES  
October 21, 2021  
*Meeting held via WebEx***

Board Members Present

Stephanie Cherny – Chairperson  
Seth Scott  
Andrew Cohn  
Susan Ehrlich  
Brian Foster  
Valencia Fisker  
Verma Pastor – Vice-Chairperson

Board Members Absent

Bret Aldieri  
Karlene Keogh Parks  
  
Camilo Henao – Ex-Officio

Staff Present

Chad Makovsky  
Sarah Demory  
Carolina Potts  
Pearl Meza  
Brad Holm  
Jay DeWitt  
Michael Hughes  
Terrance Ward

Karina Fitzgerald  
Jordan Feld  
Shawna Larson  
Lexie Pierce  
Sarah Moratto  
Matt Heil  
Ryan Clarke  
Paul Berumen

Moe Yacut  
Bryan Amarel  
Melissa Yeager  
Mike O'Shaughnessy  
Daver Malik  
Angel Ramos  
Joel Ericson  
Valerie Churchwell

Members of the Public Present

Julia Staten  
David Anderson  
Gregory Torrez  
Nava Singam

**CALL TO ORDER**

Chairperson Cherny called the meeting to order at 3:03 PM

**SUMMARY OF CURRENT EVENTS**

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

Chad Makovsky, Director of Aviation Services, updated the board on current events at the airport. Mr. Makovsky reviewed updates from City Hall, wishing Mr. Ed Zuercher a wonderful retirement and stated that Jeff Barton has been appointed as the new City Manager effective October 8. Lori Bays was also named Assistant City Manager effective October 11. July passenger traffic was at 3.8 million, and August passenger traffic was at 3.4 million. Chad mentioned that preliminary numbers for September suggest stronger traffic than seen in August. Chad also stated that the fall break brought a very heavy travel weekend to the airport, compounded by unique challenges related to Southwest Airlines. The airport's Terminal Operations and Customer Service teams were deployed to assist customers.

Mr. Makovsky discussed the Navigator Buddies program and stated that the Paul Coze mural will be unveiled at the Rental Car Center on Friday, October 22, and the Mayor and City Council will be touring the new Sky Train facilities.

Mr. Makovsky reviewed new air service, including Spirit, British Airways, Denver Air Connection, and United Airlines.

Mr. Makovsky provided an update on the I-10 Broadway Curve project and stated that the Aviation Department is working closely with ADOT to ensure that the impact to customers coming to the airport is minimized as much as possible.

Mr. Makovsky provided an update on the job fair hosted by Business & Properties and Human Resources. He noted low turnout for the event was representative of the issues in the hospitality industry related to talent acquisition.

Mr. Makovsky concluded his remarks with a review of the Community Service Fund Drive, in which the Aviation Department was able to raise over \$35,000 for United Way.

## **2. Summary of Current Events by the Airline Station Manager**

Mr. Camilo Henao, Airline Station Manager, was absent.

## **MINUTES OF MEETING**

### **3. For Approval or Correction, the Minutes of the Phoenix Aviation Advisory Board Meeting on August 19, 2021**

**A motion was made by Ms. Fisker, seconded by Mr. Cohn that this item be approved.**

The motion carried by the following vote:

**Yes:** 6 – Mr. Cohn, Ms. Ehrlich, Ms. Fisker, Mr. Foster,  
Mr. Scott, Chairperson Cherny

**Absent:** 1 – Ms. Pastor

**No:** 0

Ms. Pastor joined the meeting at 3:15 p.m.

#### **DISCUSSION AND POSSIBLE ACTION (ITEMS 4-6)**

##### **4. Request to Issue RFP for Air Service Consulting Services**

Ms. Lexie Pierce, Air Service Development Manager, presented. Ms. Pierce demonstrated the development of air service by reviewing a map of the pre-pandemic air service network. She discussed the strong recovery of the airport and emphasized the importance of direct air service, including the economic benefit, convenience for customers and attraction of new businesses. Ms. Pierce stated that air service development firms provide essential data and intelligence that would be too costly for the airport to obtain on its own.

Ms. Pierce reviewed the evaluation criteria that will be used in reviewing competitors in the RFP and stated that the estimated start date for the contract would be for August 2022.

Mr. Cohn asked if the \$375,000 is a flat, historical amount or if that has been an increase from previous years. Ms. Pierce clarified that this was the amount budgeted for the previous contract annually.

Ms. Cherny asked if there is a return analysis conducted on air service consulting. Ms. Pierce stated that a specific ROI study has not been conducted.

Mr. Foster asked whether the contract is a multi-year or single-year contract. Ms. Pierce stated the desire is to issue a 3-year contract with two 1-year options.

Ms. Fisker lost connection at 3:20 p.m.

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

The motion carried by the following vote:

**Yes:** 6 – Mr. Cohn, Ms. Ehrlich, Mr. Foster,  
Mr. Scott, Ms. Pastor, Chairperson Cherny

**Absent:** 1 – Ms. Fisker

**No:** 0

No Public Comment Cards.

## **5. Request to Issue RFP for Security Badging Identity Management System**

Ms. Shawna Larson, Deputy Aviation Director of Public Safety & Security, presented. Ms. Larson reviewed the current badging system which manages 20 thousand active badge holder records, over 1,500 company records, and issues between 30 and 40 thousand badges annually. Ms. Larson briefly described the badging process and the background check process before reviewing what the identity management system is responsible for maintaining in relation to the access control system used around the airport.

Ms. Fisker rejoined at 3:22 p.m.

Ms. Larson stated that the current system was implemented in 2012 and the current maintenance agreement contract was executed in 2018 and will expire in 2023. Ms. Larson added that the initial implementation comes with a substantial investment, and thus the maintenance contract after implementation is structured for an initial 5-year term. Ms. Larson provided examples of how technological advances make the need for a new identity management system more urgent.

Ms. Larson reviewed the evaluation criteria and estimated cost of the new contract. The proposed timeline for this RFP spans from December 2021 to June 2023.

Mr. Cohn stated that the Business and Development Subcommittee spent a great deal of time discussing this item and wanted to contextualize the request with how important the badging system and security of the airport is. Mr. Cohn suggested that technological updates are critical and that the request is appropriate.

Mr. Cherny asked whether and how the phasing out of Internet Explorer will be addressed to ensure that critical functions maintain. Ms. Larson stated the department is in talks with the current vendor to ensure it is addressed before Internet Explorer is phased out.

**A motion was made by Mr. Cohn, seconded by Ms. Fisker that this item be approved.**



The motion carried by the following vote:

**Yes:** 7 – Mr. Cohn, Ms. Ehrlich, Ms. Fisker, Mr. Foster,  
Mr. Scott, Ms. Pastor, Chairperson Cherny

**No:** 0

No Public Comment Cards.

## **6. Stormwater Consulting Services Solicitation/Award**

Mr. Jordan Feld, Deputy Aviation Director of the Planning & Environmental Division, presented. Mr. Feld gave an overview of the purpose of stormwater consulting services in ensuring that the airport system maintains compliance with Arizona Pollutant Discharge Elimination System Multi-Sector General Permit. He added that the online training provided by the consulting firm helps staff and is highly accessible.

Mr. Feld clarified that this item could not come before the PDSC as the Streets Transportation Department only released the award today.

**A motion was made by Mr. Foster, seconded by Ms. Pastor that this item be approved.**

Ms. Fisker lost connection at 3:35 p.m.

The motion carried by the following vote:

**Yes:** 6 – Mr. Cohn, Ms. Ehrlich, Mr. Foster,  
Mr. Scott, Ms. Pastor, Chairperson Cherny

**Absent:** 1 – Ms. Fisker

**No:** 0

No Public Comment Cards

Ms. Fisker reconnected at 3:37 p.m.

## **INFORMATION AND DISCUSSION (ITEMS 7-8)**

### **7. Airport Childcare Facility Program Update**

Mr. Matthew Heil, Special Projects Administrator, provided an update to the board on the Airport Childcare Facility Program. Mr. Heil discussed funds

provided by the American Rescue Plan Act of 2021 to the City of Phoenix and the funds allocated to Sky Harbor specifically for childcare services. Mr. Heil stated that the airport is located in a childcare desert, and that affordability proves to be a significant barrier to parents looking for childcare and trying to return to work. Staff reached out to airports to survey their participation in childcare programs, and as a result found that only a few peer airports provide or have provided childcare, including LAX, LAS and SFO.

Mr. Heil discussed the City Council's interest in the program, including workforce support, speed of implementation, and ongoing operation. Additionally, staff surveyed authorized signers on the potential demand of affordable daycare or childcare, and of the 31 companies that responded 21 indicated more than 600 of their employees would be interested.

Mr. Heil discussed next steps, including the evaluation of facilities, and defining what is needed to make an operable daycare center, and identifying a third-party childcare provider, and a nonprofit or government partner to manage a voucher subsidy program.

Mr. Cohn asked what the timeframe is for the final execution of this project. Mr. Heil responded that the quickest the airport could likely complete this process is approximately 9 months, with hopes to identify the third-party partner within 6 months. Mr. Cohn asked if Council approval would be needed for a voucher program and whether this item had the Council support. Mr. Heil stated that yes, the support from the Council was unanimous.

Mr. Cohn asked if there was any possibility of expediting the process, to which Mr. Heil answered that while the hope is to move quickly, the department is still new to determining the scope of this project.

## **8. Tempe Entertainment District**

Mr. Jordan Feld, Deputy Aviation Director of the Planning & Environmental Division, provided an update to the board on the Tempe Entertainment District, a proposed mixed-use redevelopment site within 10,000 feet of Sky Harbor's center runway.

Mr. Feld displayed a comparison of footprint of Sky Harbor and other comparable airports and stated that due to our smaller size any nearby development has a significant impact on airport operations. Mr. Feld discussed the mixed-use intentions of the Tempe Entertainment District as well as the proposed development area's location in respect to the airport's runway and the overhead aircraft arrival and departure height. He emphasized the small distance between the proposed development height and the approximate aircraft height, with only about 400 feet distance between.

Mr. Cohn commented about comparative airports with similar issues and asked what the approximate distance in height between incoming aircraft and high-rise buildings.

Staff worked with an airspace consultant to review OEI surfaces, but added that different airlines have different requirements and procedures.

Mr. Feld stated that grant assurances obligate the airport to oppose incompatible development surrounding the airport, however the FAA acknowledges that the airport is not always the zoning authority in relation to land surrounding airport property.

Mr. Feld also discussed the Phoenix Tempe South Runway IGA and stated that the development area falls in within a high-noise disturbance area, from which Tempe is banned from using for incompatible development.

Mr. Cohn asked whether aircraft technological changes are impacting the changes in anticipated noise disturbance areas. Mr. Feld confirmed that yes, aircraft improvements are reducing the level of noise experienced in these areas, however it will not likely eliminate the issue.

Mr. Feld also discussed comparisons to other airports with similar issues, and that building materials and height proved to be a continuous issue, including glare and other environmental impacts.

Mr. Feld stated that the department is now in communication with the developers. He added some of the tools necessary for reviewing this development and its impact to the airport. Additionally, the SkyHarbor.com website is being updated with information on the project.

Mr. Cohn asked who requested the meeting between the parties. Mr. Makovsky clarified that the department had initially reached out to Tempe to get more information, and that from there the developers did in fact reach out to request the meeting. He added that it serves not only the City of Phoenix but the state to protect the airport as an asset, and that steps are taken to preserve the development of this airport, including avoiding any incompatible uses of land surrounding the airport.

Mr. Cohn asked who the land use attorney and developer are. Mr. Brad Holm stated that Nick Wood, with Snell & Wilmer, and Blue Bird Development are the attorney and developer.. Mr. Cohn asked whether the land is owned by the City. Mr. Holm clarified that the area is mostly City-owned, however part of the land has a issue on the title due to a current business operation with Tempe. Mr. Cohn asked for confirmation that the City of Tempe is in the entitlement process for the land. Mr. Holm stated that the City of Tempe is in a procurement process and in evaluation of the proposal and anticipates that the evaluation will be

completed by December 31, 2021. Mr. Cohn stated that this issue requires deeper discussion and that he would like to participate or help in any way possible.

Mr. Scott asked what the difference is between the existing height gap over the Hayden Ferry development and what it would be under the current proposal for the Tempe Entertainment District. Mr. Feld stated that we don't have an exact number, but that the expected arrival stream would be closer to 3,000 feet. Mr. Scott asked how pilots mitigate reflection or glare from buildings. Mr. Feld stated that architectural review is needed to make those determinations. Mr. Scott asked whether there was a difference between the concerns for the arena itself and the surrounding development, to which Mr. Feld answered that there are concerns with all portions of the proposed development, including indoor and outdoor activity, potential light disruptions, and other possible scenarios.

Mr. Cohn stated he will meet with Ms. Potts to determine any possible conflict of interest in this item.

Ms. Cherny stated this is worthy of continuous updates to the board. Ms. Cherny also encouraged the board to reach out and offer any help that could be provided. Mr. Cohn requested that someone involved in the development present in the future to the board, which Ms. Cherny echoed.

Ms. Cherny began public comments at 4:14 p.m.

Ms. Julia Staton, Project Manager with Hensel Phelps, introduced herself to the board, and stated that while they have not had the opportunity to more thoroughly review the proposed development, the project proposes a number of concerns and that a development of this magnitude should not be pursued this close to the airport, as it would likely harm the airport as the largest economic engine in the state.

Mr. DJ Anderson, Director of Airport Affairs and Properties from American Airlines, introduced himself to the board and thanked them for engaging industry members in these discussions. Mr. Anderson stated it is very important that impairments to airport operations are minimized to support business at the airport.

Mr. Gregory Torrez, a small business partner of the airport, shared his appreciation of the airport staff for engaging with small businesses and always working to protect the operations and development of the airport. Mr. Torrez stated his hopes that the developers will continue to communicate openly with the airport to ensure there are no impacts to the airport.

Mr. Nava Singam stated his support of Mr. Makovsky in the airport's request to obtain more information in relation to this project. As a small business owner

near the airport, he is concerned that traffic will impact business operations and airport operations.

### **ADVISORY BOARD INFORMATION AND FOLLOW-UP REQUESTS**

Ms. Cherny requested a follow-up on the Tempe Entertainment District with representation from the City of Tempe or the developers of the Tempe Entertainment District.

### **CALL TO THE PUBLIC**

None.

### **ADJOURNMENT**

**A motion was made by Mr. Scott, seconded by Ms. Pastor, that this item be approved.**

The motion carried by the following vote:

**Yes:**            7 – Mr. Cohn, Ms. Ehrlich, Ms. Fisker, Mr. Foster,  
                         Mr. Scott, Ms. Pastor, Chairperson Cherny

**No:**             0

No Public Comment Cards.

Meeting end at 4:19 p.m.

<b>PHOENIX AVIATION ADVISORY BOARD REPORT</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	4LWM LLC Ground Lease at 2949 E. Washington Street

**Description**

This report requests that the Phoenix Aviation Advisory Board (PAAB) recommend to City Council to enter into a Ground Lease Agreement (Lease) for up to approximately 16,000 square feet of paved parking lot with 4LWM LLC at 2949 E. Washington Street for two years with three one-year options to extend.

THIS ITEM IS FOR CONSENT ACTION.

**Report Summary**

The City owns the property located at 2949 E. Washington Street (APN 121-80-002B). 4LWM LLC currently occupies approximately 8,000 square feet of paved parking lot of the larger parcel for the storage of the company’s container studio complex and related equipment under a Temporary Parking Lot License Agreement (155065). 4LWM LLC now desires to lease up to approximately 16,000 square feet for the same purpose under a lease.

**Contract Term**

The term will be for two years with three one-year options to extend to be exercised at the sole discretion of the Director of Aviation Services.

**Financial Impact**

Rent for the first year of the lease will be approximately \$16,800 (\$1.05 per square foot). Rent will be adjusted annually based on the Consumer Price Index for Phoenix-Mesa-Scottsdale or 3%, whichever is greater. Total anticipated rent over the term, if all options are exercised, will be approximately \$84,000.

**Location**

Phoenix Sky Harbor International Airport – 2949 E. Washington Street

**Recommendation**

Request that PAAB recommend to City Council to enter into a Ground Lease Agreement for up to approximately 16,000 square feet of paved parking lot with 4LWM LLC at 2949 E. Washington Street for two years with three one-year options to extend.

<b>PHOENIX AVIATION ADVISORY BOARD REPORT</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	SGP Deer Valley LLC Ground Lease at DVT

**Description**

This report requests that the Phoenix Aviation Advisory Board (PAAB) recommend to City Council to enter into a Ground Lease Agreement (Lease) for up to 175,000 square feet of undeveloped land at Phoenix Deer Valley Airport for 30 years with two five-year options to extend.

THIS ITEM IS FOR CONSENT ACTION.

**Report Summary**

SGP Deer Valley LLC (SGP) requests to lease up to 175,000 square feet at Phoenix Deer Valley Airport to build a hangar, parking, runway access, and office space. SGP intends to develop the facility for sublease to the United States government.

**Contract Term**

The term will be for 30 years with two five-year options to extend to be exercised at the sole discretion of the Director of Aviation Services.

**Financial Impact**

Rent for the first year of the Lease will be approximately \$94,500 (\$0.54 per square foot). Rent will be adjusted annually based on the Consumer Price Index (CPI) for Phoenix-Mesa-Scottsdale or three percent, whichever is greater. Total anticipated rent over the primary term of the lease will be approximately \$2,835,000.

**Location**

Phoenix Deer Valley Airport – 702 West Deer Valley Road

**Recommendation**

Request that the PAAB recommend to City Council to enter into a Ground Lease Agreement for up to 175,000 square feet of undeveloped land at Phoenix Deer Valley Airport for 30 years with two five-year options to extend.

<b>PHOENIX AVIATION ADVISORY BOARD REPORT</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Custom Pipe & Fabrication, Inc. Ground Lease Amendment

**Description**

This report requests that the Phoenix Aviation Advisory Board (PAAB) recommend to the City Council to amend a ground lease (#151989) with Custom Pipe & Fabrication, Inc. at 2739 E. Washington Street, Phoenix, Arizona.

THIS ITEM IS FOR CONSENT ACTION

**Report Summary**

Custom Pipe & Fabrication, Inc. (Tenant) is located at 302 S. 28<sup>th</sup> Street and they currently lease 70,000 square feet of Aviation-owned paved property at 2739 E. Washington Street, for storage of its piping products. Tenant is requesting additional two one-year extension options to be added to the lease.

**Contract Term**

The current contract term is two years, expiring April 28, 2022, with no options to extend. The term may be extended to April 28, 2024, if two additional one-year extension options are exercised. The contract also has a 30-day cancellation notice by either party.

**Financial Impact**

Rent will be approximately \$6,498.01 per month (\$1.08 / square feet). Total anticipated rent over the term will be approximately \$158,291. Rent will be adjusted annually based on the Consumer Price Index for Phoenix-Mesa-Scottsdale or three percent, whichever is greater.

**Location**

Phoenix Sky Harbor International Airport - 2739 E. Washington Street, Phoenix, Arizona

**Recommendation**

Request that PAAB recommend to City Council to amend the ground lease with Custom Pipe & Fabrication, Inc.



<b>PHOENIX AVIATION ADVISORY BOARD REPORT</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Airport FAA Concessions Consultant Contract Solicitation Request to Issue

### **Description**

This report requests that the Phoenix Aviation Advisory Board (PAAB) recommend to the Transportation, Infrastructure and Planning (TIP) Subcommittee to authorize the Aviation Department to issue a Request for Proposals (RFP) to contract with an Airport FAA Concessions Consultant to meet Federal compliance requirements for airport concessions.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

### **Report Summary**

As a large hub primary airport, Phoenix Sky Harbor International Airport (PHX) is required to have an Airport Concession Disadvantaged Business Enterprise (ACDBE) Program. As a condition of eligibility for Federal Aviation Administration (FAA) financial assistance, the City of Phoenix (City) is required to submit its ACDBE program and overall goals to the FAA. In addition, the City must conduct regular ACDBE compliance reviews to ensure airport concessionaires meet federal compliance requirements.

The Equal Opportunity Department (EOD) seeks to issue an RFP to procure a qualified vendor to provide Airport FAA Concessions Consultant Services. The successful proposer will perform services for the City's Airport Concessions Disadvantaged Business Enterprise (ACDBE), Disadvantaged Business Enterprise (DBE), and Airport Concession Employee Retention Programs on an as-needed basis.

### **Procurement Information**

On behalf of EOD, the Aviation Department will conduct an RFP process to select a qualified Proposer that provides the best value to the City.

Responsive and responsible proposers will:

- Submit a proposal to address the Airport's DBE and ACDBE consulting needs.
- Offer evidence of at least three years of experience in the last five providing DBE and ACDBE consulting services.
- Demonstrate experience working with the United States Department of Transportation.
- Offer evidence of experience working with DBE, ACDBE, and Small Business Enterprise disparity studies.

Responsive and responsible proposers will be evaluated according to the following evaluation criteria:

- Method of Approach to demonstrate the proposer's ability to accomplish the project objectives

- Qualifications and experience of the ownership/management team
- Fee schedule for primary and principal consultants, subcontract reviews, summary reports, and certification processing

**Contract Term**

The contract term will be five years with no options to extend.

**Financial Impact**

The total amount will not exceed \$560,000 for the five-year term.

**Public Outreach**

This process will include all standard and required outreach efforts and conduct targeted outreach efforts to attract interest.

**Location**

Phoenix Sky Harbor International Airport, 2485 E. Buckeye Road.

**Recommendation**

This report requests that PAAB recommend to TIP approval to authorize the Aviation Department to issue an RFP on behalf of the Equal Opportunity Department for an Airport FAA Concessions Consultant.

<b>PHOENIX AVIATION ADVISORY BOARD</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	CAMP Update

**Description**

This report provides the Phoenix Aviation Advisory Board (PAAB) an update on the review and update of Sky Harbor's master plan, the Comprehensive Asset Management Plan (CAMP) adopted in 2019.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

**Report Summary**

Since CAMP was adopted, significant progress has been made towards regulatory approvals, grants, programming, and negotiations with strategic stakeholders such as Union Pacific Railroad, Honeywell, and Air National Guard. Unforeseen events such as the COVID-19 pandemic have affected various aspects of both aero- and non-aeronautical demand. This report will discuss CAMP progress including current needs and priorities for guiding future development of the airport.

**Concurrence/Previous Board Action**

The Board received a status report on the update process at its Aug. 18, 2021 meeting.

The Planning & Development Subcommittee was presented a CAMP Update at its Nov. 2, 2021 meeting.

**Public Outreach**

Various technical stakeholders (for example, FAA, Air National Guard and carriers) have been engaged in the update process.

**Location**

Phoenix Sky Harbor International Airport, 2485 E. Buckeye Road

<b>PHOENIX AVIATION ADVISORY BOARD REPORT</b>	
To:	Phoenix Aviation Advisory Board
From:	Chad R. Makovsky, C.M. Director of Aviation Services
Subject:	Tempe Entertainment District

### **Description**

A presentation was requested at the Oct. 21, 2021 Phoenix Aviation Advisory Board meeting from the developer of the proposed Tempe Entertainment District.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

### **Report Summary**

The City of Tempe recently issued a request for proposals for an approximately 60-acre site at the northeast corner of Priest Drive and Rio Salado Parkway. A development partnership with Arizona Coyotes has proposed a mixed-use entertainment district that would include high-rise residential, offices, hotels, retail, outdoor assembly areas and a multi-purpose enclosed sports arena.

### **Public Outreach**

Staff has met with and requested key information from the developer and engaged various technical stakeholders including the FAA, airlines and industry partners. Staff has also developed an informational page on the project, <https://www.skyharbor.com/riosaladoproject>.

### **Location**

Phoenix Sky Harbor International Airport  
3400 E. Sky Harbor Blvd