



**ACTION SHEET**  
**CITY COUNCIL COMMITTEE MEETING OF 07/08/2015**  
**ITEM FROM FINANCE COMMITTEE MEETING OF 06/29/2015**

**ISSUE:**

6. Presentation of CIP Project #611B – 2015 Airport Terminal Improvements Schematic Plans. (Mary MacDonald)

**FINANCE COMMITTEE ACTION:**

Information only no action taken – forward to City Council.

**FUNDING SOURCE:**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR TRUJILLO	Excused		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

06/29/2015

# City of Santa Fe, New Mexico

# memo

**DATE:** June 30, 2015  
**TO:** City Councilors  
**FROM:** Jon Bulthuis, Transportation Department Director  
**RE:** Airport Renovation Plan Update

## **Background and Summary**

The City of Santa Fe is currently in the process of designing renovations to the Santa Fe Municipal Airport (SAF) Terminal to address immediate needs required to adequately serve commercial air passenger traffic, the Transportation Security Administration (TSA), and commercial airlines which provide daily scheduled service to SAF. The Airport Advisory Board (AAB) has approved the schematic design plan, prepared by MolzenCorbin's architectural group, and attached for your review and information.

## **Item and Issue**

Since award of the DFA grant, provided to the City of Santa Fe during the 2013 New Mexico Legislative Session, the following milestones have been achieved in the project development process:

- November 7, 2014: City received executed DFA Grant 14-L-1998 \$890,000
- November 18, 2014: City sponsored the design charrette to identify:
  - \* What Works
  - \* What Is Broken
  - \* Absolute Needs
  - \* Dreams
- March 5, 2015: Airport Advisory Board
  - \* Discussion item regarding initial schematic design plan for Phase I improvements, project schedule, current/planned project development activities

- April 23<sup>rd</sup> – April 24<sup>th</sup>, 2015 Stakeholder Interviews
  - \* Hertz
  - \* Airport Maintenance Staff
  - \* Envoy Station Manager
  - \* Maggie Santiago & Lisa Armstrong – TSA
  - \* AVIS / Budget
  - \* Roadrunner Shuttle
  - \* Airport Grill
  
- May 14, 2015: Airport Advisory Board
  - \* Action Item resulting in unanimous approval vote (one abstention) of Phase 1 schematic design plan
  
- May 19, 2015: Chamber of Commerce
  - \* Presentation of Phase I schematic design plan with Q/A
  
- June 22, 2015: Public Works Committee
  - \* Presentation of Phase I schematic design plan with Q/A
  
- June 29, 2015: Finance Committee
  - \* Presentation of Phase I schematic design plan with Q/A

The next steps in the project development process will be as follows:

- \* Request for Bids: September 2015
- \* Notice to Proceed for Construction: December 2015
- \* Project Completion/Occupancy: April 2016

**Action Recommended**

For information only.



**IMPROVEMENTS LEGEND**

- SECURE
- TSA
- PASSENGER AREAS
- OPERATIONS AREAS
- NON-SECURE
- PASSENGER/AIRLINES
- FOOD SERVICE
- DEPARTURE GATES
- SECURE BOUNDARY
- DEPARTURES
- ARRIVALS

**KEYED NOTES**

1. ARRIVAL COURTYARD FOR BAGGAGE
2. WELCOME GATE FOR ARRIVING PASSENGERS
3. RECONFIGURED AND LOWERED BAGGAGE CONVEYOR
4. ARRIVAL COURTYARD FOR CARRY-ON BAGGAGE RETRIEVAL
5. NEW DOOR
6. REMOVE DOOR
7. UNCLAIMED BAGGAGE LOCKERS
8. MAINTAIN RENTAL CAR ORGANIZATION & SHUTTLE
9. VESTIBULE
10. RELOCATE RENTAL CAR MAINTENANCE AND WASH AREA
11. RECLAIM AREA OF SERVICE COUNTER WITH AN ADDITIONAL SCALE
12. CONVEYOR FOR CHECKED BAGGAGE SCREENING
13. WORK SURFACE FOR BAGGAGE SCREENING
14. ADDITIONAL TSA OFFICE SPACE
15. ADDITIONAL AIRLINES OFFICE SPACE
16. DEDICATED QUEUE AREA FOR TSA CHECKPOINT
17. ADDED WALL
18. REMOVE WALL/GLASS
19. ENLARGE TSA CHECKPOINT
20. TSA ENCLOSED SCREENING AREAS
21. RECONFIGURE AND ENLARGE DEPARTURE GATE AREA
22. ADDITIONAL SECURE HOLDING SPACE
23. SECURE SIDE RESTROOMS
24. SECURE FOOD SERVICE
25. NON-SECURE FOOD SERVICE
26. IMPROVE COURTYARD WALLS
27. DEPARTURE GATE
28. ENCLOSE PORTICO FOR LOBBY
29. EXTEND VESTIBULE
30. TRIM LANDSCAPING
31. RECONFIGURED DROP-OFF & PICK-UP, CONSIDER SHADE/RAIN PROTECTION
32. SCREEN SERVICE COURTYARD
33. SCREEN UTILITIES
34. ATM
35. IMPROVE GREASE TRAPS
36. MAINTAIN EQUIPMENT CLEARANCES
37. PATIO IMPROVEMENTS
38. ARRIVALS BAGGAGE CLAIM
39. RELOCATED VENDING MACHINES
40. READY CAR PARKING (SHORT TERM)

**KEYED NOTES**

- (A) ADD ALT #A
- (B) ADD ALT #B
- (C) ADD ALT #C

# TERMINAL BUILDING IMPROVEMENTS

AIRPORT TERMINAL IMPROVEMENTS 2015  
CIP Project #611B

MOLZENCORBIN

SANTA FE, NEW MEXICO  
JUNE 2015A