



February Commission Report

Director's Update

Given by Rebecca Hupp, Airport Director
Boise Airport

FEBRUARY 7, 2024

Hangar Collapse at Jackson Jet Center

- Jackson Jet Center was constructing a new hangar on the airfield adjacent to their existing buildings
- At approximately 5:00pm on January 31st, the hangar collapsed, killing three people and injuring nine others
- ARFF was training on the airfield when the incident occurred, and members of our Ops team were nearby performing routine perimeter inspections—allowing them to be on the scene in seconds to start performing life saving measures
- The airport team performed heroically that evening assisting with the emergency response
- No city-owned buildings were impacted by this incident and there was no impact to Boise Airport operations

Employee Parking Garage Construction



- Exterior panels are being installed and pavement was poured for the vehicle entrance
- Interior finishes continue on all levels, including wayfinding signage
- Targeting Spring 2024 opening

CONRAC

- City Council approved the Construction Manager/General Contractor (CMGC) agreement with McAlvain for Package #2 on January 23
- Based on subcontractor bids, BOI and McAlvain will work through the Guaranteed Maximum Price (GMP) for the last remaining package:
 - Package #3 (Vertical construction, terminal connector walkway): Timing TBD
- Once pricing is validated by the CMGC and BOI, the bid will be sent to City Council for approval
- Work has commenced:
 - Minor utility work near Western Express
 - Demolition of the old ITD State Aeronautics Building is underway
 - Prep to begin construction of a temporary pedestrian pathway from the employee garage to the terminal



Strategic Planning Session



- The Boise Airport held a strategic planning session on the morning of January 31st to map out, collaborate, and come into alignment on our immediate, near-term, and long-term strategic priorities

Pre-Proposal Meetings Complete

CONCESSIONS REQUEST FOR PROPOSAL

- Retail pre-proposal meeting and food and beverage pre-proposal meeting took place on January 17th
- Saw great attendance from prime concessionaires

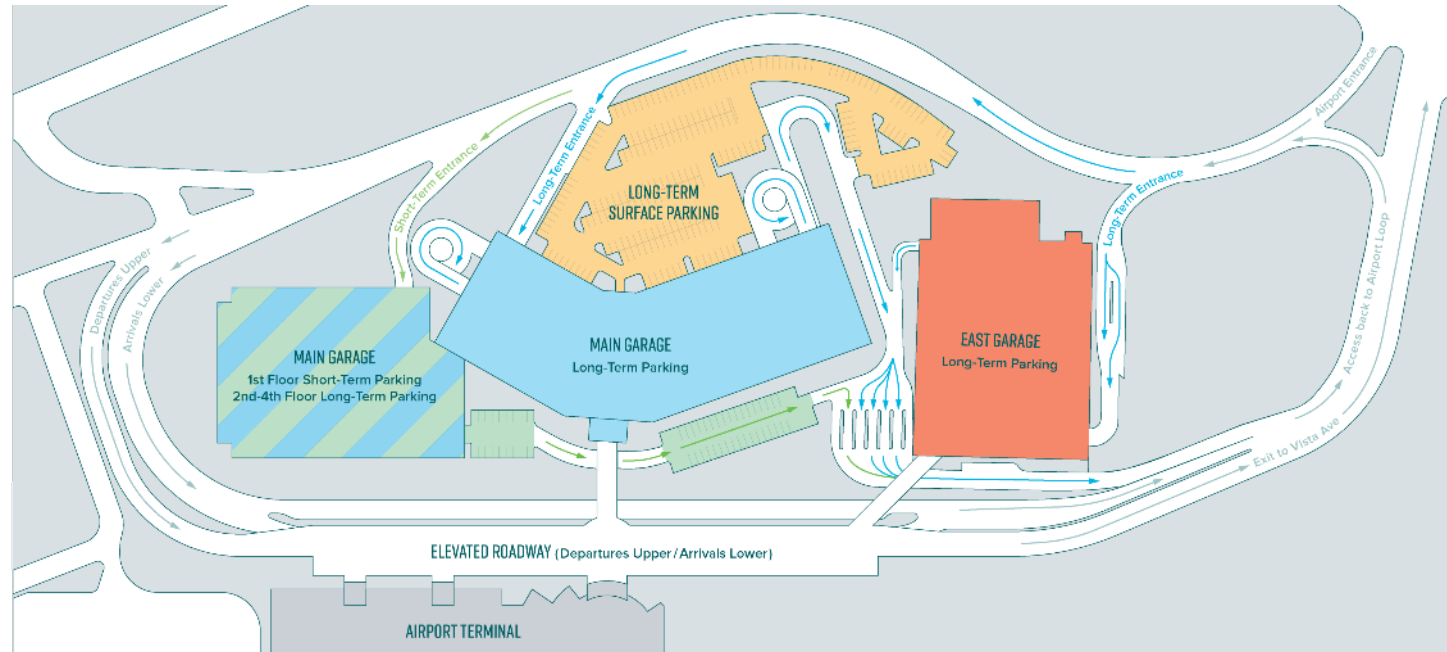
BOI UPGRADE PROGRAM: CONCOURSE DEVELOPMENT AND TERMINAL IMPROVEMENTS REQUEST FOR QUALIFICATIONS

- Pre-proposal meeting took place on January 31st
- Approximately 60 people in attendance



Parking Rate Adjustments

- New garage parking rates went into effect on 2/1
- New rates differentiate between the convenience of the two long-term garages
- Rates:
 - Economy Lot: \$10/day
 - Long-Term Surface: \$15/day
 - Main Garage Long-Term: \$23/day
 - East Garage Long-Term: \$17/day
 - Short-Term: \$25/day



A Wonderful Holiday Travel Season

- The weather cooperated and allowed for a successful and punctual air travel in our region
- Boise Airport parking facilities met passenger demand
- In the terminal, The GoTeam therapy dogs comforted passengers, including passengers on the secure side
- Many musical groups visited the airport throughout the month adding holiday cheer to the terminal
- The airport received media coverage on all stations



Winter Weather

- Between January 9th – January 17th the airport received 17.3 inches of snowfall
- Our Airfield Maintenance, Facilities Maintenance, Operations, and Custodial teams worked around the clock to keep the airfield, aprons, and terminal areas clear so we could maintain operations
- Huge shoutout to the team for their coordinated efforts!



SNOWIEST DAYS ❄️ ❄️	Jan 6: 2.9"	Jan 10: 5.2"	Jan 13: 6.8"
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Kudos From Horizon

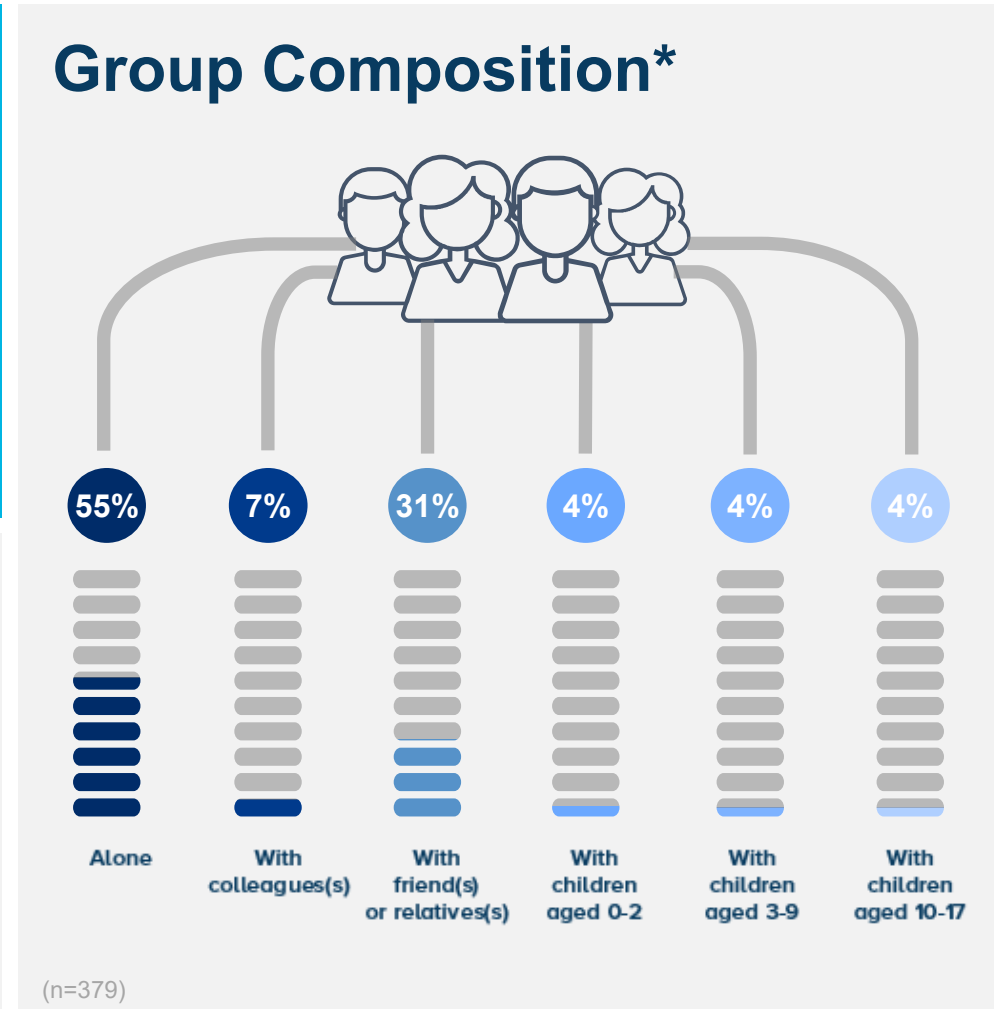
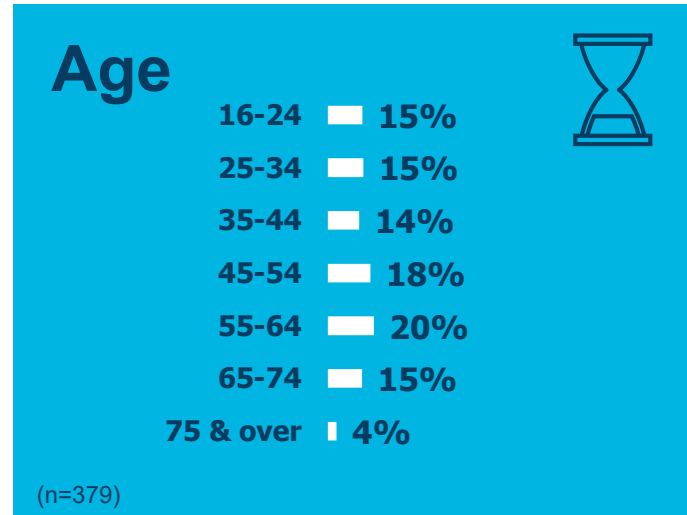
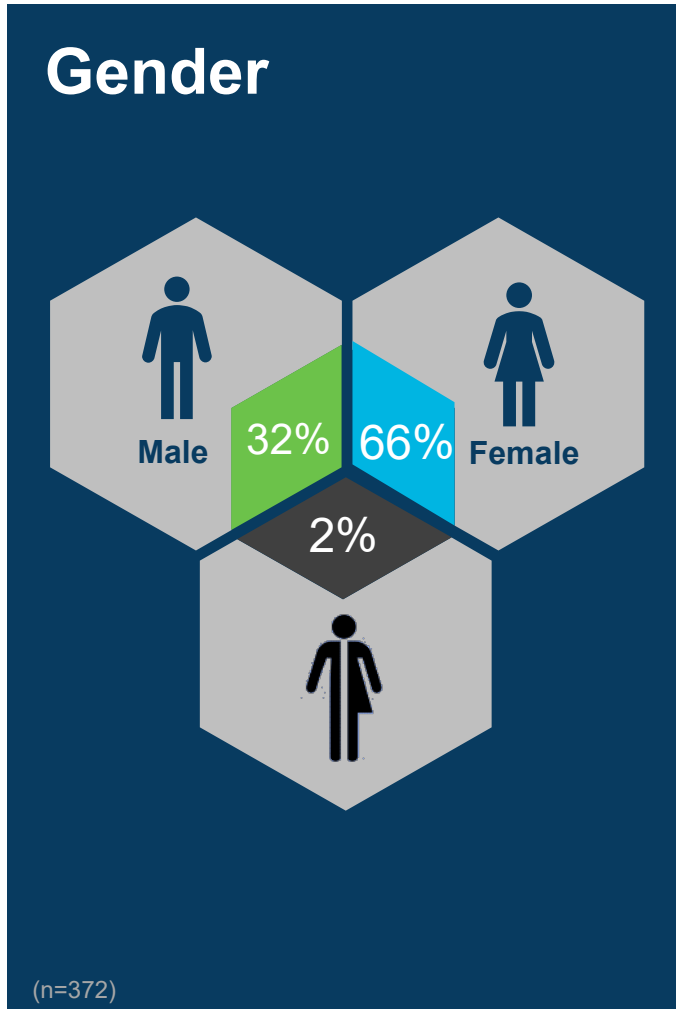


“We observed a very impressive BOI Airport Team response to the snow this morning (1/10). Our QX ramp areas got attention repeatedly and early and it really helped us out on all of our spots! Just a big ‘Thank You’ to the Teams involved.”

BOI Holiday Party 2023



Understanding Our Passengers – Q4 2023



Base (n): Respondents providing a valid response

Q20. Are you...(gender options); Q19. What is your age group?; Q16. Including this trip, how many return trips by air have you made to any destination in the past 12 months?; Q13. With whom are you travelling today?

* Because respondents were able to select several options, the total of mentions may exceed 100%.

AVERAGE SCORES



ASQ Global:
4.30



ASQ Peers:
4.30



North America:
4.19



2-5M Passenger:
4.38

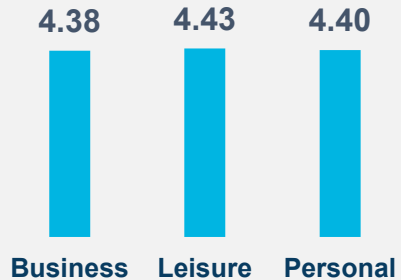
Overall Satisfaction: 4.40 (+0.03 vs Q3 2023)

Overall Experience: 4.29 (+0.10 vs Q3 2023)

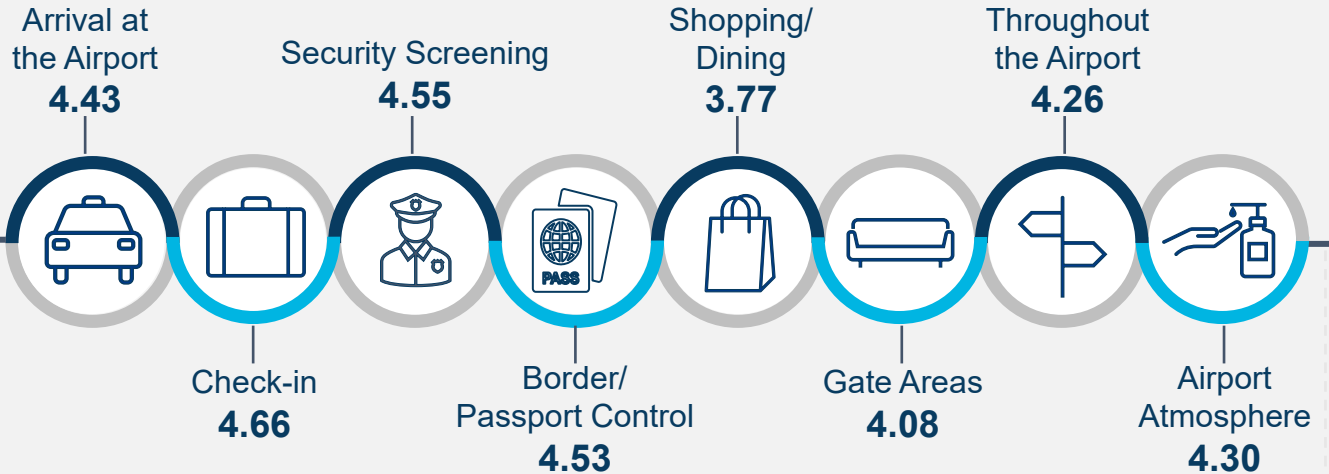
Overall Satisfaction by Traffic Type



Overall Satisfaction by Reason to Travel



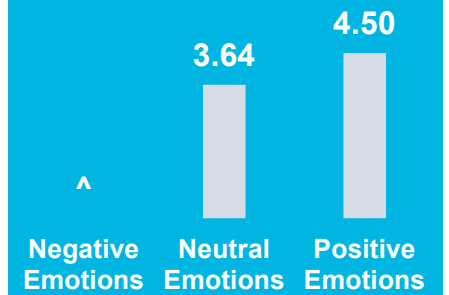
Category Scores



ASQ Indexes



Overall Experience by Emotional State



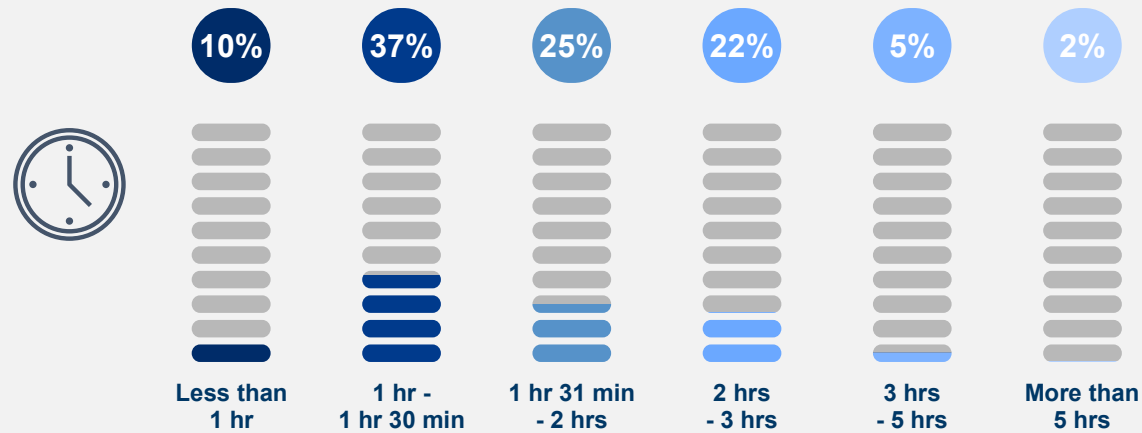
Passenger Emotions



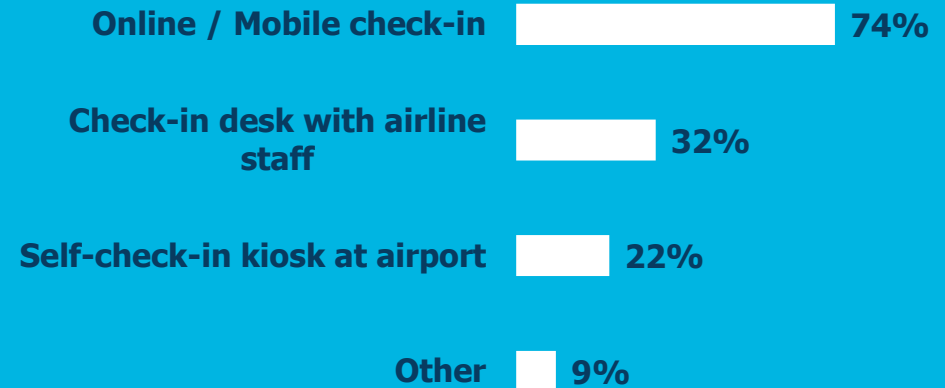
^ Results cannot be presented due to the very small sample (<10)

Travel Profile – Q4 2023

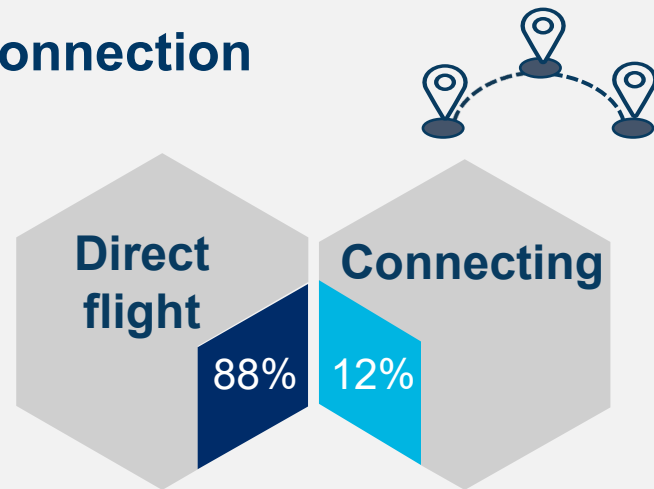
Arrival Before Departure Time / Duration of the Connection



Mode of Check-in*

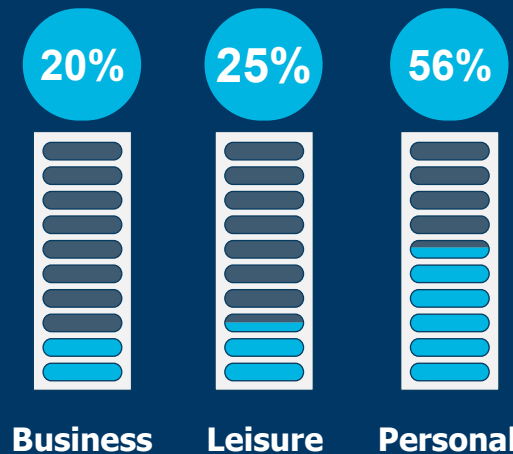


Connection



(n=379)

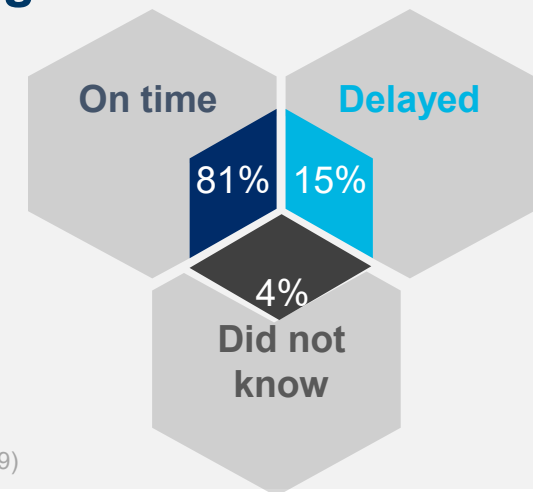
Main Reason for Travel



Business Leisure Personal

(n=379)

Flight Status



(n=379)

Base (n): Respondents providing a valid response

Q1. Which airport are you flying to? (traffic type and region are based on the destination); Q2. Are you currently making a connection/transfer at THIS airport?; Q3. What is/was your MAIN reason for this trip?; Q15. At the time of completing this survey, is your flight scheduled to depart on time?

Most Important Service Quality Items & Satisfaction

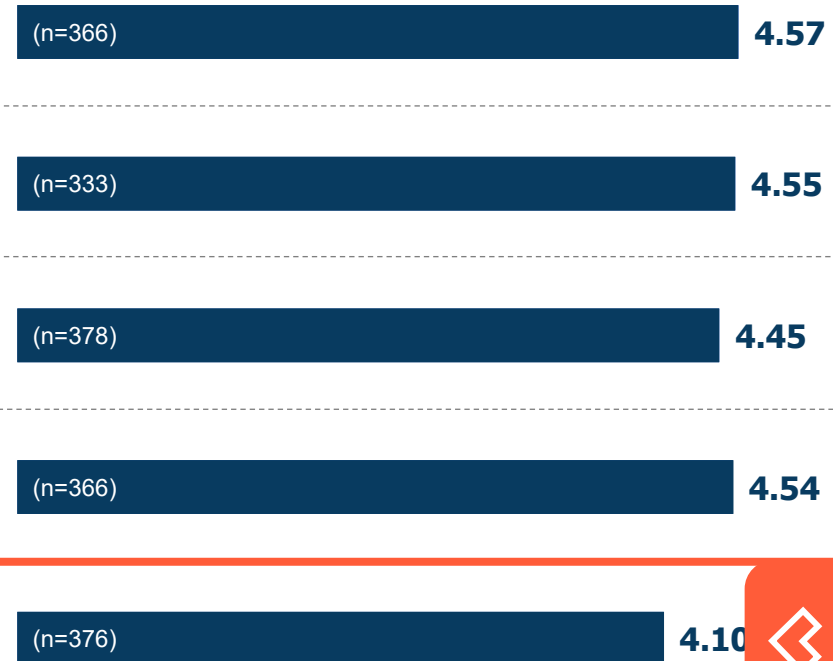
BOI scores well on the items our passengers say are most important—with projects underway to help further improve their experience

Top 5 Most Important Items

(n=379)

1	Ease of going through security screening	47%
2	Ease of getting to the airport	38%
3	Ease of finding your way	20%
4	Waiting time at the security screening	19%
5	Comfort of waiting at the gate areas	17%

Satisfaction with these Service Items



 **Working to address this item now!**

The figure presents the proportion (%) of respondents who mentioned the item amongst the most important items based on their experience at your airport. Because respondents were able to select several items, the total of mentions may exceed 100%.

The figure presents the average (out of 5-pt scale) for the items identified as important amongst all of the respondents who have rated the item.

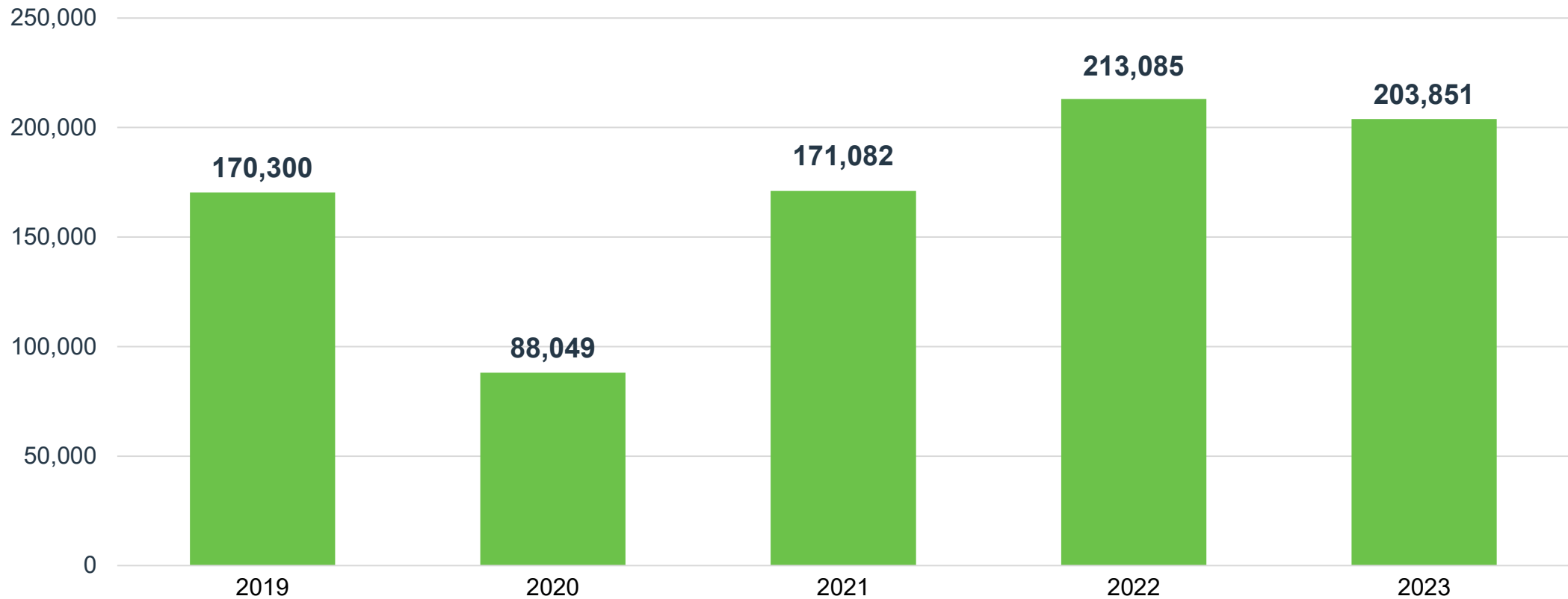
Gate Area Improvements Planned



- Six potential gate seating options are on display for passengers to trial
- Survey available for passengers to share which option they find most comfortable
- New seating will also include integrated chargers

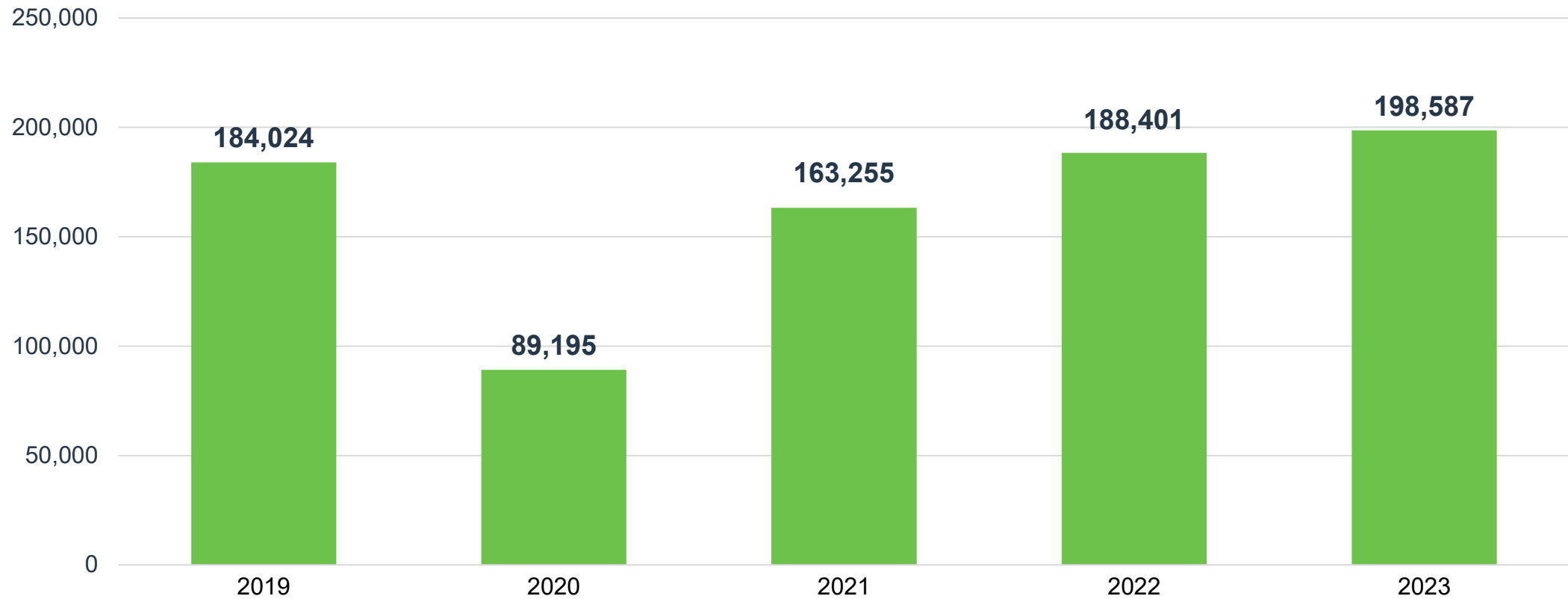
November Enplanements

Enplanements were down compared to 2022 for the first time all year



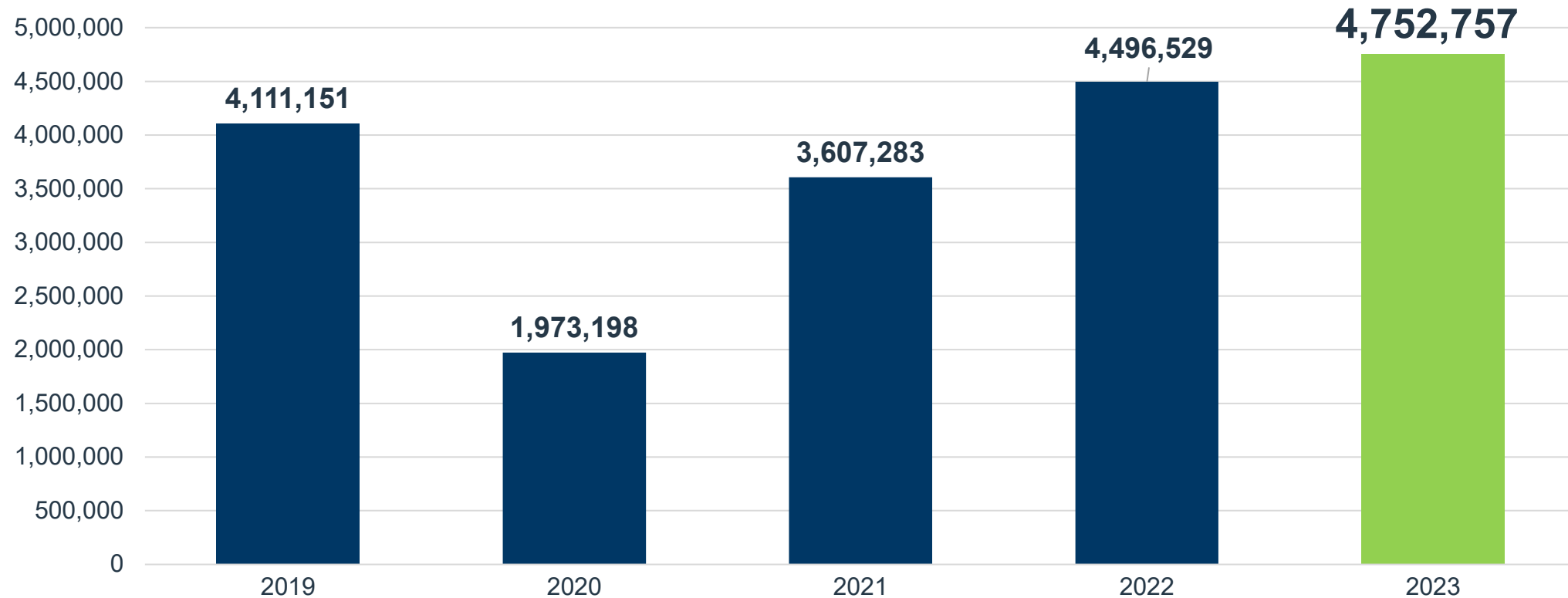
December Enplanements

Enplanements are up 5% above December 2022



A(nother) Record Year for Passenger Travel!

BOI is continuing to see exponential growth! 2023 was the busiest year on record, surpassing the previous record set in 2022



DECEMBER 2023

Top 10 Operating Revenue Description	FY 2024	FY 2023	\$ Change	% Change
Parking Lot	\$ 5,162,917	\$ 4,167,945	\$ 994,972	24%
Signatory Airline Landing Fees	\$ 2,533,638	\$ 1,024,739	\$ 1,508,899	147%
Rental Car Concession	\$ 1,686,164	\$ 1,619,786	\$ 66,378	4%
Terminal Rent - Airlines	\$ 1,288,776	\$ 1,619,786	\$ 364,139	39%
Industrial Land Rent	\$ 984,940	\$ 1,025,000	(\$ 40,061)	-4%
Terminal Concessions – Food/Beverage	\$ 503,897	\$ 451,709	\$ 52,188	12%
Terminal Concessions – Retail	\$ 356,618	\$ 396,001	(\$ 39,383)	-10%
Landings/Freight	\$ 324,345	\$ 199,297	\$ 125,048	63%
Advertising	\$ 193,026	\$ 181,089	\$ 11,938	7%
TNC Revenue	\$ 166,242	\$ 140,274	\$ 25,968	19%
Total Top 10 Operating Revenue	\$ 13,200,563	\$ 10,130,479	\$ 3,070,085	--
Other Operating Revenue	\$ 972,228	\$ 993,875	(\$ 21,648)	-2%
Total Operating Revenue	\$ 14,172,791	\$ 11,124,354	\$ 3,048,437	27%

DECEMBER 2023

Top 10 Operating Expenses Description	FY 2024	FY 2023	\$ Change	% Change
Personnel	\$ 3,785,905	\$ 3,085,909	\$ 699,996	23%
Indirect Cost Reimbursement	\$ 1,309,969	\$ 1,141,791	\$ 168,178	15%
Fire Service	\$ 1,143,615	\$ 827,054	\$ 316,561	38%
Policing Service	\$ 1,140,617	\$ 783,009	\$ 357,608	46%
Parking Management	\$ 681,487	\$ 533,373	\$ 148,114	28%
Chemicals	\$ 287,741	\$ 228,476	\$ 59,265	26%
Power	\$ 262,172	\$ 239,799	\$ 22,373	9%
R/M – Structural/Electrical/Plumbing	\$ 194,663	\$ 211,062	(\$ 16,400)	-8%
R/M – Fleet Management	\$ 172,298	\$ 110,301	\$ 61,997	56%
Credit Card Fees	\$ 152,669	\$ 106,757	\$ 45,912	43%
Total Top 10 Operating Expenses	\$ 9,131,136	\$ 7,267,531	--	--
Other Operating Expense	\$ 1,415,278	(\$ 4,931,210)	\$ 6,346,488	-129%
Total Operating Expense	\$ 10,546,414	\$ 2,336,321	\$ 8,210,093	351%



Boise Airport

www.iflyboise.com



Architectural, Engineering, and Construction Administration Services for
**BOI Upgrade Program: Concourse
Development and Terminal Improvements**

Beth Sumner, Deputy Director, Engineering & Planning
Boise Airport

FEBRUARY 7, 2024

Overview

- Vision
- Request For Qualifications
 - Project Definition
 - Selection Process
- Timeline
- Guidance



Vision

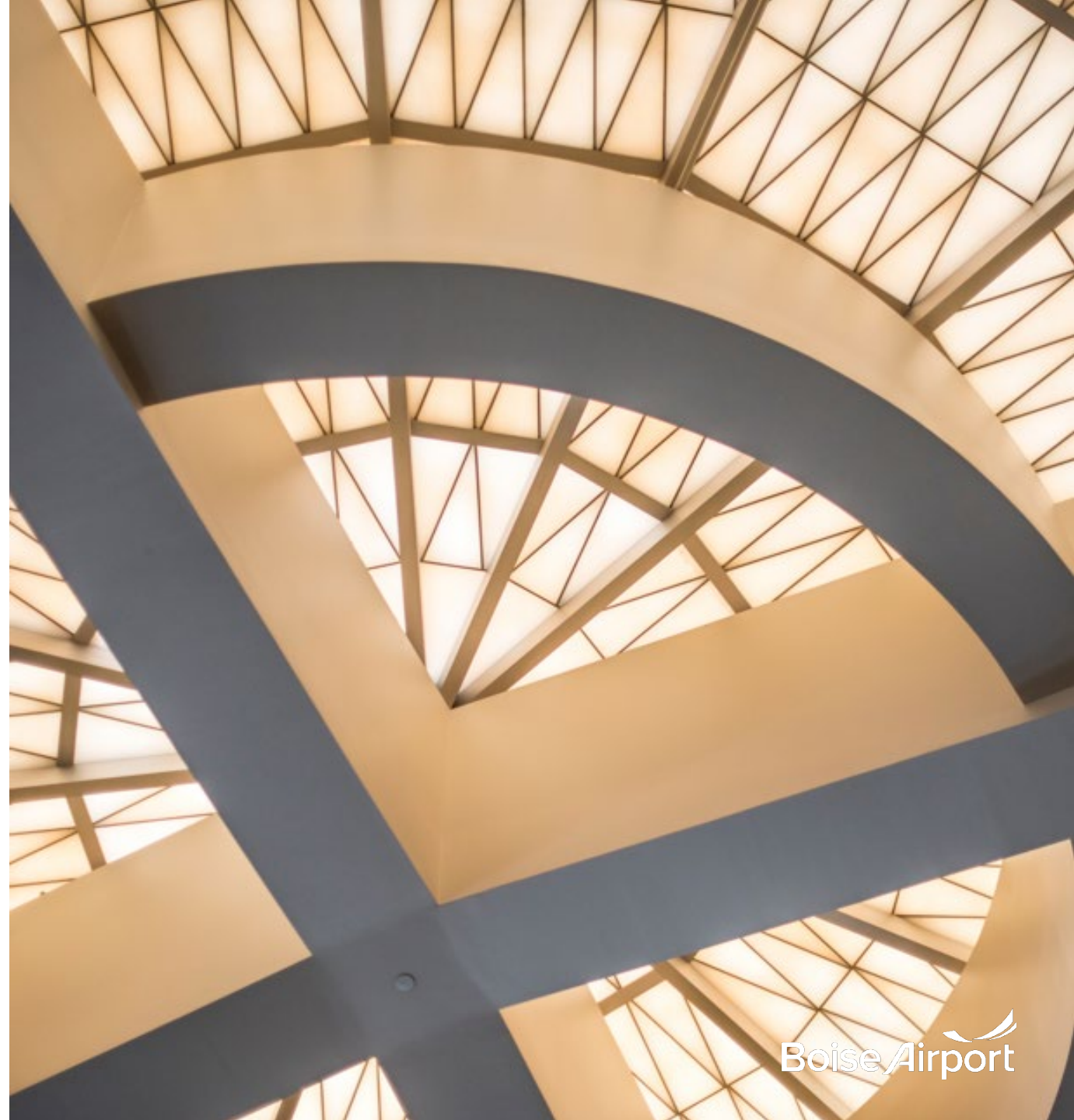
Vision

- Representative of **Boise** and **Idaho's geographic** and cultural environment: create a sense of place
- Create an **intentional** and **cohesive** experience from curb to gate
- **Cost effective, sustainable** and energy efficient design solutions
- Quality materials, **easy to maintain** facilities and systems
- Flexibility to accommodate future **growth** and **innovation**
- Superior passenger experience in areas of **amenities, art, and technology**

Request for Qualifications

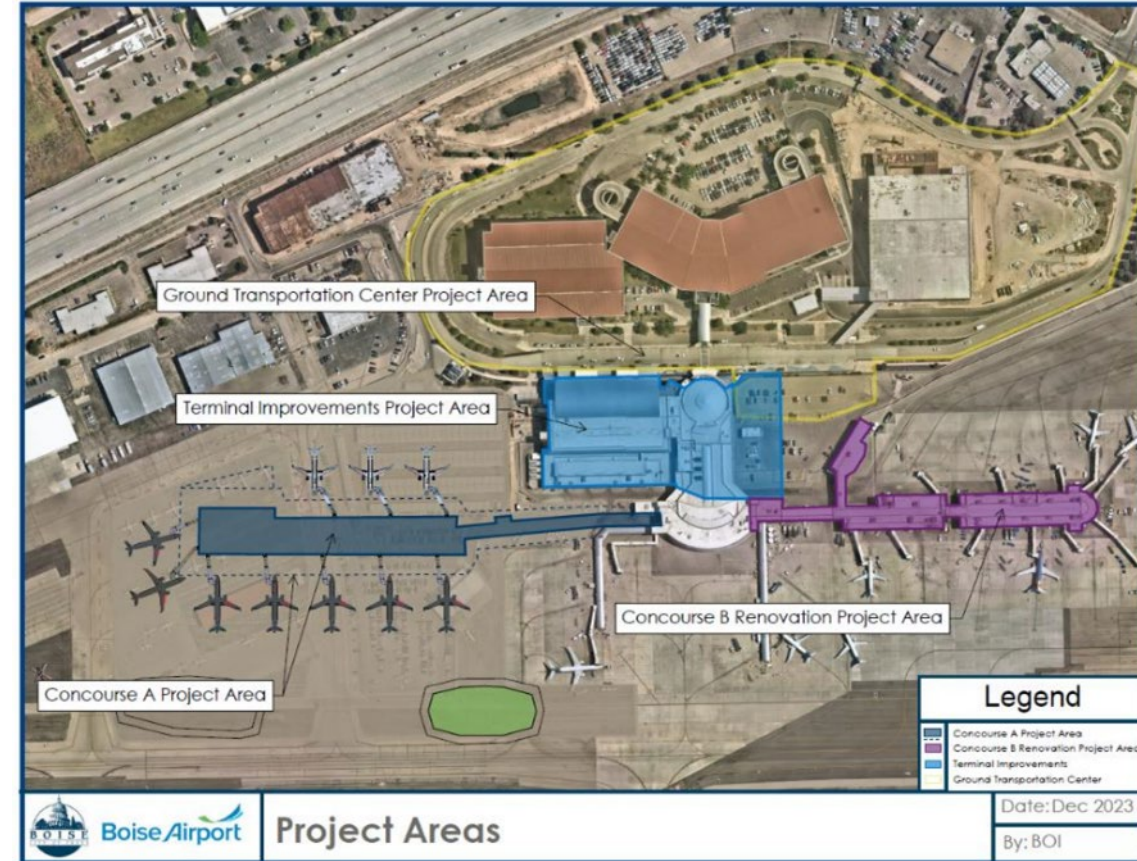
Project Definition

- **Architectural and Design Services**
 - Concourse Development
 - Concourse Renovation
 - Terminal Improvements
- **Other Areas**
 - Engage the CMGC
 - Value Engineering
 - Cost Estimating
 - Bid Support
 - Construction Administration Services



Project Definition: Project Areas

- **Concourse A Development:** 80,000SF, double loaded pier, approximately 10 gates
- **Concourse B Renovation:** Existing 60,000SF, 13 Aircraft parking positions and 11 passenger boarding bridges
- **Terminal Improvements:** depends on future needs & funds
 - Ticket Counter Expansion: common use
 - Security Checkpoint Expansion
 - Baggage Handling System expansion and upgrade



Timeline

Timeline

Activity	Anticipated Timeline
Advertisement of RFQ	January 10, 2024
Statement of Qualifications Due (closing date)	February 21, 2024
Notice of Intent to Award	TBD – Targeting March 2024
Concourse A Design Work Begins	TBD – Targeting May 2024

Guidance

Rules to Follow

- Airport must provide an equal playing field for all potential proposers
- Publicly available information is on the City's website:
 - <https://www.cityofboise.org/departments/finance-and-administration/purchasing/bids/>
- All questions related to the RFQ should be submitted to the purchasing manager, who will address questions in writing and distribute response to all interested participants
- City Code of Ethics: prohibits intentional or perceived lobbying for City business opportunities and acceptance of gifts.
 - To comply: refer all questions to Missy Grothus, and accept no gifts

Active Engagement

- Pre-submission meeting was held on 1/31/2024
- Vision Process
 - Sponsor Session
 - Stakeholder Engagement
 - Public Meetings
 - City Council
 - Airport Commission



Evaluation Criteria

1.	Firm's Demonstrated Experience in Providing Similar Design Services for Comparable Airport Projects	30 pts
2.	Identification of Firm's Team and Key Staff	50 pts
3.	Description of Firm's Resources and Quality Control Measures	10 pts
4.	Understanding of Project Scope and Project Areas	30 pts
5.	Project Examples	20 pts
6.	Interview	110 pts
<hr/> Total		250 pts

Questions/Comments?

The logo consists of three curved, overlapping shapes: a light green one at the bottom, a medium blue one in the middle, and a darker blue one at the top, all pointing towards the right.

Boise Airport

www.iflyboise.com

NOVEMBER 2023

Top 10 Operating Revenue Description	FY 2024	FY 2023	\$ Change	% Change
Parking Lot	\$ 3,667,487	\$ 2,927,983	\$ 739,504	25%
Signatory Airline Landing Fees	\$ 1,602,578	\$ 697,730	\$ 904,848	130%
Rental Car Concession	\$ 1,278,763	\$ 1,267,923	\$ 10,840	1%
Terminal Rent - Airlines	\$ 837,528	\$ 610,703	\$ 226,825	37%
Industrial Land Rent	\$ 745,037	\$ 679,409	\$ 65,629	10%
Terminal Concessions – Food/Beverage	\$ 339,090	\$ 304,627	\$ 34,462	11%
Terminal Concessions – Retail	\$ 236,967	\$ 290,361	(\$ 53,394)	-18%
Landings/Freight	\$ 201,350	\$ 131,066	\$ 70,284	54%
Advertising	\$ 137,414	\$ 128,124	\$ 9,291	7%
TNC Revenue	\$ 113,716	\$ 94,700	\$ 19,017	20%
Total Top 10 Operating Revenue	\$ 9,159,930	\$ 7,132,626	\$ 2,027,304	--
Other Operating Revenue	\$ 646,326	\$ 591,439	\$ 54,887	9%
Total Operating Revenue	\$ 9,806,256	\$ 7,724,065	\$ 2,082,191	27%

NOVEMBER 2023

Top 10 Operating Expenses Description	FY 2024	FY 2023	\$ Change	% Change
Personnel	\$ 2,427,453	\$ 1,966,994	\$ 460,459	23%
Indirect Cost Reimbursement	\$ 936,976	\$ 817,928	\$ 119,048	15%
Fire Service	\$ 762,410	\$ 522,006	\$ 240,404	46%
Policing Service	\$ 760,412	\$ 551,370	\$ 209,042	38%
Parking Management	\$ 464,798	\$ 393,139	\$ 71,659	18%
Chemicals	\$ 287,741	\$ 9,853	\$ 277,888	2820%
Power	\$ 175,325	\$ 159,977	\$ 15,348	10%
R/M – Structural/Electrical/Plumbing	\$ 157,662	\$ 174,665	(\$ 17,002)	-10%
Dues and Subscriptions	\$ 126,421	\$ 51,298	\$ 75,124	146%
R/M – Fleet Management	\$ 106,866	\$ 77,250	\$ 29,616	38%
Total Top 10 Operating Expenses	\$ 6,206,064	\$ 4,724,479	--	--
Other Operating Expense	\$ 860,906	\$ 1,091,270	(\$ 230,363)	-21%
Total Operating Expense	\$ 7,066,970	\$ 5,815,749	\$ 1,251,221	22%