



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 2

Agenda Date: September 28, 2022

In Control: City Council B Session

DEPARTMENT: Aviation Department

DEPARTMENT HEAD: Jesus H. Saenz Jr.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Pre-Solicitation Briefing for Parking Optimization Services at the San Antonio International Airport

SUMMARY:

The Aviation Department will brief City Council on parking operations at the San Antonio International Airport including the management of the facility. This briefing includes a pre-solicitation briefing for parking optimization services to attract new online services for those airport customers who chose to park at the San Antonio International Airport. Parking operations generates one of the largest source of non-airline revenue for the Airport System. Additional revenue generated from parking operations and other sources will support the financing of the Terminal Development Program.

BACKGROUND INFORMATION:

The San Antonio International Airport manages its parking and ground transportations with 61 employees whose responsibilities range from cashiers, chauffers for shuttle busses, administration and ground transportation inspection units. The Airport System also supports procurement, fiscal, IT and maintenance of the parking facilities. Visitors to the San Antonio International Airport have four options for parking with over 9,000 parking spaces:

- Short-Term Parking Garage with 1,238 parking spaces with a parking guidance and surveillance system.
- Long-Term Parking Garage with 5,439 parking spaces and an additional 166 parking spaces for oversized vehicles with a parking guidance and surveillance system for the first four floors of the parking garage.
- Economy Parking Lots with a total of 2,447 parking spaces in two surface parking lots and provide shuttles for customers to the travel to the terminals.
- Fly Away Valet offers curbside valet service who utilize space in the Short-Term Parking Garage and operates as a separate airport concession.

Over the past year, with the strong return of air travel especially for leisure passengers, parking has been in high demand. The Short-Term Parking Garage has reached capacity close to 60 times and the economy lots reaching capacity twice this spring – events that in past, pre-COVID years only occurred during the peak travel period of Thanksgiving or Christmas. Aviation Department staff is addressing short-term solutions to identify additional parking spaces for the 2022 peak holiday travel periods and to ready for 2023 travel, but a longer-term solution is required.

Beyond improving capacity, the City is seeking to provide enhanced parking services for parking customers that other airports offer through contractual agreements. San Antonio International Airport has remained an exception among medium and large hub airports that manage their own operations and therefore do not have proprietary software parking systems that can provide services such as as a reservation services or tailored coupon offers.

ISSUE:

The City is seeking firm or firms to provide Parking Optimization Services for the San Antonio International Airport to include parking and ground transportation operations, hardware, software and associated services. Through this Request For Proposals, the City is transitioning its parking and ground transportation function to a private operation, a structure that is standard at other medium-hub and large-hub airports. The City will expect the respondents to provide an opportunity for existing City staff to continue employment with their firm at a similar compensation and benefits; City employees will also be offered an opportunity to stay with the City in another capacity.

The pre-solicitation briefing will cover the estimated contract value, project timeline, high profile designation, the scope of work, term of the contract, proposed scoring criteria, evaluation committee members, project considerations and program requirements.

ALTERNATIVES:

For briefing purposes only.

FISCAL IMPACT:

For briefing purposes only.

RECOMMENDATION:

For briefing purposes only.