



# CITY OF SALEM

585 Liberty St SE  
Salem, OR 97301

## Staff Report

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File #: 22-493

Date: 10/24/2022

Version: 1

Item #: 6.e.

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**TO:** Mayor and City Council  
**THROUGH:** Keith Stahley, City Manager  
**FROM:** Kristin Rutherford, Urban Development Director

**SUBJECT:**

Airport Terminal Design Cost Estimates

Ward(s): 2

Councilor(s): Nishioka

Neighborhood(s): SEMCA

Result Area(s): Safe, Reliable and Efficient Infrastructure; Strong and Diverse Economy

**SUMMARY:**

In response to Council direction to provide cost estimates to complete design work for the airport terminal infrastructure project, two potential options are presented that reflect minimal improvements to meet TSA and building and safety code requirements. The first addresses renovation while the other addresses renovation and expansion.

**ISSUE:**

Information only.

**RECOMMENDATION:**

Information only.

**FACTS AND FINDINGS:**

To accommodate proposed commercial air service with larger aircraft, some terminal improvements are required. These improvements will need to accommodate installation of TSA baggage security screening equipment and conveyance systems, passenger security screening equipment, enhanced security access controls, and to meet building occupancy, ADA, and other building and safety code requirements.

Option 1: This option addresses **only** renovations and upgrades in the existing building footprint. It does not contemplate any expansion of space outside the building footprint. This option will be faster and cheaper to implement than Option 2 but does not address building occupancy limits. Exceeding building occupancy limits would require management and mitigation, and could require that staff monitor building occupancy and only allow passengers into the terminal to proceed through check-in and security as terminal space becomes available. In addition to outbound passengers, building occupancy must also account for inbound passengers, airport staff, airline staff, car rental staff and others already operating in the terminal and may require those dropping off or greeting passengers wait outside the terminal along with departing passengers until those who have deplaned have retrieved their baggage and exited the building. Managing admission to the building may be needed to control the number of people in the holding room as well as the baggage claim and security line areas, as too many people will create space conflicts and exceed occupancy limits for these areas. This option may result in extended wait times between flights to allow passenger processing within a constrained physical environment.

**Design Cost for Option 1: \$110,000**

**Design & Permitting Cost for Option 1: \$129,500**

Option 2: This option addresses renovations and upgrades in the existing building footprint **and** expanding the passenger seating area and relocation of baggage claim to a functional location and size. Both expansions would use modular construction and would allow passengers to enter the building for check-in and security before deplaning passengers have exited the terminal.

**Design Cost for Option 2: \$160,000**

**Design & Permitting Cost for Option 2: \$195,000**

Funding for design and/or permitting would need to come the General Fund ending balance. Urban renewal plan amendments will not be complete until early 2023 and those funds will not be available for these efforts, nor can they be used to reimburse the General Fund for work performed that was outside of the urban renewal area and plan at the time the costs were incurred.

## **BACKGROUND:**

Detailed information on improvement costs, revenue and expense forecasts, funding options, and project timelines were included in the staff report provided to Council at their October 10, 2022 meeting.

John Paskell  
Airport Manager

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**Attachments:**  
None