

Progress Report #8

Period: April 1 - April 30, 2019



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1. Work Completed During Period

- **CASP Task 1: Scoping - Study Design - COMPLETE**
- **CASP Task 2: Project Management and Consultant Team Coordination**
 - Prepared for and conducted bi-weekly calls on April 1 and 22. The project schedules were updated for use in communicating progress. Internal team meetings were held to discuss tasks and progress. This eighth progress report was developed for inclusion with the invoice.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
 - Task 3.1 - Project Branding (non-federal): COMPLETE
 - Task 3.2 - Establish PAC: PAC Meeting #2 was conducted via webinar on Thursday, April 11th due to inclement weather in Denver. KH provided CDOT a summary of the PAC meeting results on April 17 and CDOT approved the meeting notes with one change on April 22. Subsequent to the PAC meeting, the facility and service objectives were revised to reflect comments received during PAC meeting and via a call with CDOT Aeronautics. On April 26 a packet with the final presentation, draft meeting summary, meeting handouts, and an updated facility and service objective matrix was distributed to the PAC. A minor change was made to the Excel file with the matrix and sent separately on April 27.
 - Task 3.3 - Stakeholder Interviews: All stakeholder outreach is complete. Stakeholder interview results are being summarized (along with the environmental analyses and intermodal information) for inclusion in a separate chapter. KH will reach out to Scott Dulaney to obtain additional input relative to ESPs and to determine if he has stories.
 - Task 3.4 - Meetings with CDOT Modal Managers, Regional Planning Organizations (RPO), and Emergency Service Providers (ESP):
 - *Modal Manager Meeting - One of the two modal manager meetings is complete, with a meeting held with the CDOT Statewide Plan (SWP) Owners/Modal Managers.*
 - *RPO Meeting - One of the two RPO meetings is complete, with a meeting held with the Statewide Transportation Advisory Committee (STAC).*
 - *ESP Meeting - One of the two ESP meetings is complete.*
 - *PPACoG Meeting - CDOT was requested by PPACoG to give a presentation and CDOT requested KH staff to conduct this presentation on May 8, 2019. KH preparing presentation to focus discussion on the airports specifically in the Pikes Peak Region. The meeting will include a high-level overview similar to STAC and SWP meetings.*
 - Task 3.6 - CAOAs Conferences and Public Meetings: KH coordinated with CDOT on the 2019 CAOAs Spring conference in Greeley. It was determined that KH would present for approximately 20 minutes, with 10 minutes of question and answer. CDOT noted that the CAOAs participants would be interested in the status of the project (both CEIS and CASP) and anything KH can share on the economic impact study, including a demo of the calculator, as possible.
 - Task 3.7 - Project Website: The March 2019 progress report was uploaded to the website and new ones will continue to be uploaded after CDOT approves them monthly. The website will also be updated with draft chapters as available.
- **CASP Task 4: Establish Study Design and Goals - COMPLETE**
 - Chapter 1, Study Design and Goals, was updated to reflect comments received from CDOT and the PAC. It was also updated with the new approved logo. This task is considered complete.
- **CASP Task 5: Inventory of System Condition**
 - Task 5.1 - Data Collection: KH completed all 65 on-site visits in January. KH is focusing on compiling data, reaching out to airports for any remaining items, and drafting an initial inventory chapter including graphics and tables.

- **CASP Task 6: Review Existing NPIAS Airport Roles/Classifications**
 - KH prepared initial NPIAS/ASSET classifications and presented results during the second PAC meeting. Comments were provided by the PAC and during a subsequent bi-weekly call with CDOT in which the airport roles/classifications naming conventions were confirmed. CDOT and KH agree that the “(S)” designator to indicate state role/classification is no longer necessary.
 - KH drafted an initial facility and service objectives matrix based on CDOT and PAC input during the second PAC meeting. CDOT reviewed and provided comments during a call on April 26. The revised facility and service objectives were distributed to the PAC along with materials from the second PAC meeting.
- **CASP Task 7: System Performance - not started**
- **CASP Task 8: Develop Aviation Forecasts**
 - Tables for existing indicators were updated based on results of conversation with FAA representative Linda Bruce.
- **CASP Task 9: Explore Aviation Issues and Identify System Needs**
 - KH completed an internal draft of the aviation issues based on stakeholder interview responses, airport manager inventory form responses, and information obtained from the ESP, STAC, and SWP meetings for integration into a draft chapter (see Task 2 discussion). This draft is being edited based on internal comments.
- **CASP Task 10: Review of Intermodal Integration and Access**
 - KH completed an internal draft of the intermodal integration and access analysis for inclusion in a chapter (see Task 2 discussion). This draft is being edited based on internal comments.
- **CASP Task 11: Review of Environmental Considerations**
 - KH completed an internal draft of the environmental/land use information reported by airport managers, data from airport master plans on environmental issues/concerns, and available GIS and other maps for integration into a draft chapter (see Task 2 discussion). This draft is being edited based on internal comments.
- **CASP Task 15: Include Real-Life Stories - NON FEDERAL**
 - Real-life stories were obtained during various on-site visits and meetings and are starting to be documented for use in the study.
- **CEIS Task 1: Data Collection**
 - Air Carrier Passenger Surveys at single-airline airports are being extended through May. All of these airports have or will be contacted to obtain final survey copies.
 - FBO and transient GA pilot/passenger surveys are trickling in. The deadline was extended into May to compile more results. All FBOs have or will be contacted to obtain final survey copies.
 - KH has distributed tenant surveys and contacted all tenants for which contact information was provided and that surveys had not yet been obtained.
 - KH reached out to airports to distribute a second round of tenant surveys and, as needed, request an estimate of the number of employees for non-responsive tenants and business type.
 - CDOT assisted with outreach to airports that had been unresponsive.
- **CEIS Task 5: Define Economic Role of Airports in Air Cargo**
 - EDR compiled data provided by airports (through inventory) and what is available through Bureau of Transportation Statistics (BTS). There are some variances and these will be resolved through outreach to airports in May.
- **CEIS Task 8: Deliver an Economic Impact Model to Enable CDOT to Conduct Simple Updates and to Estimate Impacts of Future Scenarios**
 - EDR revised the draft impact model reports, CDOT provided additional comments, and EDR responded and revised the reports. EDR is working on the dynamic model.

- **CEIS Task 9: Economic Impacts of DEN**
 - KH continued following up with DEN regarding clarifications and additional information. KH coordinated with DEN on passenger surveying which is planned for May 1-3 with six staff conducting the surveys.
- **CEIS Task 11: Project Management and Reporting**
 - EDR Group participated in bi-weekly calls with CDOT.

2. Work Anticipated in Next Period

- **CASP Task 2: Project Management and Consultant Team Coordination**
 - Continued bi-weekly calls and meeting summaries.
- **CASP Task 3: Public Consultation and Project Advisory Committee (PAC)**
 - Task 3.2 - Follow-up on PAC comments on facility and service objectives.
 - Task 3.7 - Project Website: Add April progress report when approved by CDOT.
- **CASP Task 5: Inventory of System Condition**
 - Task 5.1 - Data Collection: Complete draft inventory chapter documentation and submit to CDOT for review.
- **CASP Task 6: Review Existing NPIAS Airport Roles/Classifications**
 - Draft chapter on classification system and facility and service objectives and submit to CDOT for review.
- **CASP Task 8: Develop Aviation Forecasts**
 - Initiate forecasts based on direction from FAA and CDOT, including industry trends analysis.
- **CASP Task 9: Explore Aviation Issues and Identify System Needs**
 - Complete draft chapter that includes issues, intermodal integration and access (Task 10) and environmental considerations (Task 11). Submit draft chapter to CDOT for review. The System Needs analysis will be a separate chapter completed after the inventory is approved.
- **CASP Task 10: Review of Intermodal Integration and Access**
 - Complete draft documentation of intermodal integration and access.
- **CASP Task 11: Review of Environmental Considerations**
 - Complete draft documentation of potential environmental considerations on a statewide and airport level.
- **CASP Task 15: Include Real-Life Stories - NON FEDERAL**
 - Continue documenting real-life stories and summarize for use in the study.
- **CEIS Task 1: Data Collection**
 - Continue air carrier passenger surveys at single airline airports through May.
 - Summarize direct impacts for all airports and distribute to airports for review.
 - Follow up with airports that took the lead on distributing tenant surveys to ensure data collection is complete as soon as possible.
- **CEIS Task 5: Define Economic Role of Airports in Air Cargo**
 - Contact airports regarding differences between BTS data and airport-reported information regarding where airports reported/didn't report cargo data but BTS has/doesn't have cargo data.
- **CEIS Task 8: Deliver an Economic Impact Model to Enable CDOT to Conduct Simple Updates to Estimate Impacts of Future Scenarios**
 - Continue model development.
- **CEIS Task 9: Economic Impacts of DEN**
 - Follow up with DEN on clarification of data provided.



- Conduct passenger surveys at DEN May 1-3 in coordination with DEN staff.
- **CEIS Task 11: Project Management and Reporting**
 - EDR Group continue to participate in bi-weekly calls with CDOT.

3. Issues Incurred

- The schedule of CASP and CEIS Task 1: Data Collection was extended to coincide with conducting air carrier passenger surveys into May. Additional time extensions are also needed on other CEIS tasks to reflect that we are running surveys for longer than originally anticipated to obtain more data. CASP Task 5: Inventory of Existing Condition needs to be extended to the end of May to finish compiling all data obtained from airports and a draft chapter.
- The schedule for CASP Task 6: Review Existing NPIAS Airport Roles/Classifications will be extended until May to allow for PAC input on the facility and service objectives and finalizing a draft chapter to document the results.
- CEIS Task 5: Define Economic Role of Airports in Air Cargo was also extended through May to allow more time for coordination with the airports and then analyzing the air cargo impacts.
- PAC Meeting #3 was moved to July based on the schedule for PAC Meeting #2.