

2023

Tenant Manager Reference Guide

February 28, 2023

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#1 - Airport Contacts

Making the right contacts is critical. You have questions and concerns unique to your situation. Whom do you contact? A call to the Airport Control Center is your best starting point. Airport Operations staff will assist you in finding the correct information or person, day or night. For administrative matters during regular working hours, please contact the Airport Administrative Offices, located on the 2nd floor, center Terminal.

OPERATIONAL ISSUES

Please note these 24-hour emergency phone numbers are not for public distribution: Control Center: Office (760) 318-3820 (unlisted) & Fax (760) 318-3829
Airport Police: (non-emergency) (760) 318-3840 & Lost & Found: (760) 318-3841

If there is an emergency at PSP – please call the Airport Control Center at 318-3820 or 911.

PSP Administrative Office Mailing Address and telephone:

3400 E. Tahquitz Canyon Way, Suite 1, Palm Springs, CA 92262 - (760) 318-3800
Fax (760) 318 3815

AIRPORT ADMINISTRATIVE STAFF

Harry Barrett Jr., A.A.E Airport Director	Harry.Barrett@palmspringsca.gov	318-3901
Jeremy Keating Assistant Airport Director	Jeremy.Keating@palmspringsca.gov	318-3849
Daniel Meier, C.M. Deputy Director- Marketing, Air Service	Daniel.Meier@palmspringsca.gov	318-3806
Victoria Carpenter Airport Administration Manager	Victoria.Carpenter@palmspringsca.gov	318-3808
Ramon Sanchez Interim Airport Operations Manager	Ramon.Sanchez@palmspringsca.gov	318-3825
Ed Graff Interim Safety Management System Manager	Ed.Graff@palmspringsca.gov	318-3824
Scott Daugherty Airport Security Manager	Scott.Daugherty@palmspringsca.gov	318-3822
Jacob Colella Maintenance Superintendent	Jacob.Colella@palmspringsca.gov	318-3901
Vacant Executive Program Administrator		318-3805
Christina Brown Executive Administrative Assistant	Christina.Brown@palmspringsca.gov	318-3811
Caren Nelson Account Specialist II	Caren.Nelson@palmspringsca.gov	318-3819

Suzanne Seymour Administrative Secretary	Suzanne.Seymour@palmspringsca.gov	318-3804
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#2 - Telephone & Data Service Start-up

The Airport has an established communication backbone, consisting of a copper and multi-mode fiber-optic cable plant. The backbone is the common communication system link, and is the required system for use by Airport tenants. Specific details regarding the cable plant system are available by contacting the City IT Department at ithelp@palmspringsca.gov

The following are frequently asked questions that will assist you with telephone and data service integration. Please note the Airport is responsible for telephone/data system infrastructure, and tenants are responsible for telephone service, connections and dial tone.

How do I get my phone service up and running?

All modifications to telephone connections at the Airport are completed by the Airport's telephone/data installation service provider. The Airport does not assume responsibility for providing telephone service or making the connections for Airport tenants.

A two- step process is used for initiating or modifying service connections:

1. Notify ithelp@palmspringsca.gov of the proposed changes you wish to make and use the Service Request Approval form (See page 3). Your proposal must receive advance written approval before the work may begin. If for any reason your proposal is not approved, the City of Palm Springs IT Department will clarify which changes are necessary.
2. Following approval, the airport will contact the Airport's telephone/data installation service provider to coordinate and schedule telephone system modifications. All costs associated with such work will be the responsibility of the requesting tenant. The current Airport telephone/data installation service providers are:
 - In-house NEC Phone System: ithelp@palmspringsca.gov
 - Cove Electric: www.coveelectric.com or call (760) 360-0036 or Precision Technologies at robby@precisiontechit.com or call (909) 226-1704. All data and network cabling must be approved by the Airport prior to any installations are scheduled.

What if my phones are already in place and I just want to start service?

In this case, you will simply contact your company's telephone service provider and make arrangements to have phone service established. Note that your company will be responsible for providing escort in Secured/SIDA areas to any individuals requiring it.

How do I get data service connected?

Data service is established in the same way as phone service, as described above. Please note the Airport does have high-speed internet access capability through the fiber-optic backbone. If you wish to connect to the fiber-optic system, prior written approval is needed, as required for telephone service (see above). You may then schedule modifications with the Airport telephone/data service provider.

Is Wireless Internet available in the terminal?

Yes, free Wireless Internet is available in the terminal. The City IT Department is the first point of contact about Wireless Internet Service in the Terminal, Concourses and Concessions.

Service Approval Request Form

In order to have cabling, voice or data work performed in the terminal, or in order to access utility rooms, please fill a Service Approval Request form, and submit it to the City IT Department one week before the expected work start date. Here is the link for the (*City IT Department preferred*) electronic version of the Service Approval Request Form:

[Airport Service Request | City of Palm Springs \(palm Springs ca.gov\)](http://palm Springs city website)

*Please provide one week notice and schedule work between Monday – Thursday 0700 - 1730

**Airport Escort provided at a rate of \$75.00 per hour

#3 - Construction and Modification

Many Airport tenants make facility improvements prior to moving on-site, or at some point wish to upgrade or modify their existing facilities. All portions of the modification must be reviewed and approved by Airport Management prior to start of work. Unauthorized facility modifications are prohibited at the Airport; this includes modifications to Airside apron markings, which are not permitted without written approval of the Airport Executive Director. The process needed to expedite your request for modification is detailed below. Your lease agreement contains additional specific information for your reference.

Plan Review and Approval

If you have any questions, it is advisable to begin the planning process by discussing your ideas with the Assistant Airport Director. This first step may save a great deal of time and effort for you and your staff. Please email the proposed project to Jeremy.Keating@palmspringsca.gov. Written advance approval from Airport Management is required before the work may begin.

The email proposal should include:

Project Description: A complete narrative project description, including the reason for the improvement, scope of work, any required modification to existing facilities, equipment / materials to be installed – including samples if possible, construction time lines and any special requirements.

Engineering Plans: If Engineering / Architectural plans will be integral to a project, these should be provided at the same time the proposal is submitted. They should identify the changes to be made, dimensions, electrical requirements and conduit routes, and equipment locations. **Two (2) stamped sets of plans** are required to be submitted as part of the project review. Depending on the scope of work, a City Building Permit may be required. Airport staff can advise in most cases whether or not this will be needed.

List of Contractors: A list of all contractors and sub-contractors performing the work is required, and must include their State Contractor License numbers, contact names, business phone and after-hours phone information.

Security Compliance Description: Detail how Airport security requirements will be complied with, including: Issuance of SIDA badges required, escort procedures that will be in place, expected delivery schedule, procedures and delivery locations. In addition, a listing of authorized company staff responsible for project management and project security is required, with contact information and after-hours phone numbers.

Construction Coordination: If possible the work should be accomplished between the hours of 2200 and 0500 to have the least impact on Airport operations.

Provide details regarding impacts anticipated on any of the following: Airport Terminal and facility operations; passenger or tenant activities (noise, fumes, dust, equipment, hot work, etc.); contractor parking needs; contractor restroom facilities; water and power requirements; expected work hours; any other information necessary to properly coordinate your project.

Many projects require shutdown of the fire alarm system, domestic water, HVAC, electrical service, or may include welding (hot work) as part of the scope of work. All of these require coordination well in advance of actual work, and need to be included in the project description. Please note that a pre-construction meeting of affected parties may be necessary prior to start of construction.

#4 – PSP Signage Standard

Airport signage is a very important tool in the operations of PSP Airport. If not managed within a uniform framework, signage can become confusing to our customers and be unsightly. The intent of this standard is to provide guidelines so that the signage displayed in all public areas will:

1. Provide an effective source of needed information.
2. Maintain quality of design that is compatible with the aesthetics of PSP.
3. Be attractive and use colors and materials that are compatible with the design of the facility.

Tenants are required to follow the concept approval process for all signage prior to installation. Alterations of existing signage also require approval and costs associated are the responsibility of the tenant.

All tenant signs are subject to discretionary periodic reviews by PSP.

Responsibility & Intent

1. Signage in public areas is the responsibility of PSP. Signage within leased areas is the responsibility of the tenant.
2. All signs will be of an informative nature only, no advertising allowed.
3. All signs must be fabricated by firms specializing in signage so that federal and local code requirements are met.

Conceptual Design Submittal

Prior to any signage installation or fabrication, the Tenant must submit the following to the Palm Springs International Airport Administration for approval:

1. An email containing a description of the type of sign and/or graphics proposed.
2. One (1) Site Plan or Terminal Lease Plan showing the location of the new sign or modification.

3. At least one (1) photo of the existing conditions.
4. One (1) Color Rendering or Elevation(s) of the conceptual design identifying materials and architectural elements. Drawings should be on a minimum sheet size of 8.5" x 11".

Note: Allow approximately 1 week upon receipt of the submittal for PSP to issue a concept approval notice. No work should begin on sign fabrication until approval is received.

Signage requests may be sent to the Airport Information email at Airport.Information@palmspringsca.gov

Construction and Modifications Guidelines

Tenant will refer to **Article 3** of this Tenant Manager Guide and coordinate construction to accomplish all work between the hours of 2200 and 0500.

Signage Guidelines

All signage will be properly mounted or framed with a secure system. Methods should be provided with approval request. No area signs will be permitted on, or attached to other surfaces other than those specifically listed below including floors, walls, structural supports, columns, and ceilings.

Curbside check-in

Airline tenant signature signs are permitted on curbside check-in podiums (one sign per position). No signs are permitted on walls, sidewalks, conveyor systems, or housings.

The airline signature sign will be a maximum panel size of 4 feet wide by 18 inches high, and text should fit with a one-inch margin around the copy on the panel.

The colors and fonts of the corporate signature are acceptable. Text should follow the tenant's corporate guidelines and be included for the review and approval process.

Ticket Counter Queue area

Stanchion top signs should be made of one piece of printed graphics, and be framed and firmly attached to the stanchion post top. The maximum frame dimensions are 12 inches by 15 inches and they may be installed in a portrait or landscape orientation. The maximum height from the floor to the top of the unit should not exceed 4 feet 6 inches.

The Stanchion Ribbon may bear the corporate signature.

Ticket Kiosks

A tenant corporate signature may be affixed to self-service ticket kiosks.

Ticket Countertops

One display sign with informational text will be permitted on ticket counters for each 7 feet of counter length. The maximum dimensions are 8 ½ inches by 11 inches.

Acceptable material is text, of the corporate signature color and font printed on paper in an acrylic display case, or text cut on vinyl base.

Signs must have their own support, **scotch taped signs are not allowed.**

Other Objects:

Also permitted on ticket counter tops are low profile baggage tags and pen containers, and a service bell.

Prior approval must be obtained for any temporary decorative items.

Ticket Counter Overhead signage

Over the counter signage (indicating classes of service or functions) should measure five inches in height to cover the existing rail, an average of two feet in length, and be consistent for all check-in positions. The image and text of the corporate signature colors are acceptable.

Regulatory signage

TSA and DOT signage will be kept to a minimum as required by these two organizations. TSA required signage is in a digital format and is installed into the Ticketing monitors behind each air carrier location. The TSA signage rotates through with the carrier's branding.

Ticket Counter back-wall and other locations will be considered on a case by case basis.

Fabrication & Installation of all signs will be of a permanent nature using established methods and quality materials and hardware.

The current preferred signature back-wall signs for Palm Springs International Airport consist of flat panels measuring the width of the tenant's ticket counter, with a height of 4 feet installed at 4'6" from the floor.

Gate Boarding Area

Gate boarding area countertops, queuing lanes stanchions, and stanchion ribbon signage are subject to the same regulations governing the check-in area.

Default & Remedy

Any existing installed sign not having the approval of PSP may be removed following notification to the tenant. Tenant will be required to remove the non-conforming signs within 5 days. Failure to do so may result in PSP removing the sign and expenses for this service will be paid by the tenant.

Non-permitted Signs:

The following signs and sign material are not permitted and may not be displayed on a temporary basis:

- Paper, poster or foam board signs
- Hand-written signs
- Taped signs
- Paper or vinyl banners
- Photocopied Signs
- Deteriorated signs

Any questions on signage may be addressed to the Airport Administrative Manager.

#5 - Security Procedures

Palm Springs International Airport is dedicated to the safety and security of all operations, Landside and Airside. In order to ensure this, separate procedures have been established for individuals and vehicles entering restricted areas of the Airport. This section is a guide to Airport procedures needed in order to obtain restricted area clearance. The Airport Security Manager, Scott Daugherty, is available to answer any questions you may have. He can be reached at (760) 318-3822 or Scott.Daugherty@palm Springsca.gov.

Definitions

Sterile Area – The sterile area is defined as the space beyond (downstream) from the security screening checkpoint. Only persons with valid boarding passes, tickets, SIDA or Sterile Area Worker (SAW) identification badges or are under approved direct escort may proceed into the sterile area after being screened.

SIDA – The Security Identification Display Area (SIDA) requires individuals to display an Airport issued identification badge in an easily viewable area above the waist. The SIDA also requires “challenge” procedures, used by ALL persons holding valid Airport Identification Badges, to ensure that any individual in the SIDA area is authorized to be there.

Non-SIDA – An area on the airport where Non-SIDA identification is required. These areas include both Fixed Base Operators and parts of the FAA Air Traffic Control Tower.

AOA Vehicle Permit – A permanent sticker or temporary placard affixed to a vehicle authorizing access to restricted areas of the airport.

Airport Identification Badge – An Airport issued badge allowing access to certain restricted areas of the Airport. The Airport Identification Badge may be one of the following: SIDA, Non-SIDA, or SAW.

Authorized Signatory Letter – A letter, generated on company letterhead, establishing those company representatives approved to request badges and permits on behalf of the company.

Procedures for Obtaining an Airport Identification Badge

1. Companies requesting Airport Identification Badges must have an “Authorized Signatory Letter” on file with the airport. The letter must contain the name of at least one individual, in a management or supervisory capacity, who is authorized to request ID badges for the company. This form is available on the Airport website at [Business and Employment | City of Palm Springs \(palm Springsca.gov\)](http://Business and Employment | City of Palm Springs (palm Springsca.gov)), original signatures are required.

2. A "Fingerprint/Badge Application" must be filled by each individual applying for a badge. This application is available on the Airport website at [Business and Employment | City of Palm Springs \(palmspringsca.gov\)](http://Business_and_Employment|City_of_Palm_Springs_(palmspringsca.gov)) or at the Badging Office of the Vehicle Inspection Plaza (VIP) located at the entrance of the airport.
3. Once completed by the applicant, the "Fingerprint/Badge Application" must be signed by a company representative listed on the "Authorized Signatory Letter". The signatory verifies and approves the individual application for processing and also thereby confirms that all fees associated with fingerprinting and badge processing will be paid by the company. The fee schedule is available on the Airport website at [Business and Employment | City of Palm Springs \(palmspringsca.gov\)](http://Business_and_Employment|City_of_Palm_Springs_(palmspringsca.gov))
4. Fingerprint appointments can then be scheduled with the Badging Office at the VIP at 760.318.3830 or VIP@palmsprings-ca.gov. The applicant will need to bring the signed Fingerprint/Badge Application and required forms of ID. After fingerprints are taken, a Criminal History Records Check (CHRC) and TSA Security Threat Assessment (STA) are conducted. Results will usually be reported to the applicant/company in approximately one to two weeks.
5. If the results do not indicate anything disqualifying, the mandatory interactive security training can then be scheduled through the Badging Office at the VIP at 760.318.3830, or VIP@palmsprings-ca.gov.
6. Upon successful completion of the training class, the individual will be issued an Airport Identification Badge.

Procedures to Obtain Aircraft Operations Area (AOA) Vehicle Permits

The Airport requires a **separate** "Authorized Signatory Letter" for each company requesting Vehicle AOA Permits. The letter must designate at least one individual who is authorized to request ID badges for your company. Management or Supervisory representatives are preferred as authorized signatories on this letter. A sample form is available by visiting [Business and Employment | City of Palm Springs \(palmspringsca.gov\)](http://Business_and_Employment|City_of_Palm_Springs_(palmspringsca.gov)) or e-mailing the Badging Office at VIP@palmsprings-ca.gov. Original signatures are required on all Authorized Signatory Letters.

An AOA Vehicle Permit Request must be submitted each time you request a vehicle permit. Two types of permits are available:

1. **A Permanent AOA Vehicle Permit** for company vehicles being operated on the AOA on a regular basis. More than one vehicle may be listed on this request. The form requires the following information: Vehicle make, type, color, year, and license number.
2. **An "Escort Required" AOA Vehicle Permit.** These permits allow the requesting company to acquire and retain a permit for vehicles needing temporary access inside the restricted area. These vehicles **MUST** be escorted at all times by a properly badged representative, and the escorting company vehicle **MUST** display

a permanent AOA Vehicle Permit. Be advised that tenants escorting vehicles assume **ALL** responsibility for the escorted vehicle.

Samples forms and further details concerning permits and vehicle operating rules are available on the airport website and at the VIP Badging Office.

#6 – Motor Vehicles

Any motor vehicle, transportation service or ground equipment utilized on Airport Property shall be performed in strict compliance with Airport Rules and Regulations, applicable federal, state and municipal laws, ordinances, codes or other similar regulatory measures, now in existence or as may be lawfully amended or modified. These Regulations require all motor vehicles on Airport property to park only in areas marked and clearly designated for appropriate and safe accommodation. All vehicles utilized on Airport property must be authorized and insured by the Tenant. The airport will be fully indemnified by Tenant for any damage caused to airport property by any vehicle used or authorized by Tenant.

#7 - Parking and Deliveries

Employee Parking

All Airport based employees are authorized to park in the employee parking lot provided they obtain and display an employee parking permit. Most permits are free to Airport based employees and can be obtained from the Vehicle Inspection Plaza 760.318.3830. The employee lot is located south of Kirk Douglas Way and the VIP.

Contractors and Deliveries

Due to Transportation Security Administration requirements, unattended vehicles are permitted only at certain specific locations in front of the Airport Terminal. Company management is responsible for pre-arranging with the Vehicle Inspection Plaza or Airport Operations the specific parking arrangements for deliveries. In most cases, contractors and unknown delivery companies must obtain and display an "Airport Use Permit" and park in the orange-curbed commercial lane across from the terminal building, also known as "Zone 5". Airport Use Permits are issued through the Vehicle Inspection Plaza. Please contact the VIP at 760.318.3830 or Airport Operations 760.318.3820 to pre-arrange parking authorization for contractors or other delivery companies.

#8 - Maintenance Services

The Airport offers certain maintenance services in common to tenants at the Airport, on Landside, Airside or in the Terminal. If you are unsure who is responsible for a particular service in a particular area of the Airport, please contact Jacob Colella, Maintenance Superintendent at Jacob.Colella@palmsspringsca.gov or, if high priority, contact Operations at 760.318.3820.

Refuse Disposal:

Non-recyclables: Airport tenants are responsible for disposing of refuse generated by their operations. This service needs to be coordinated through Jacob Colella, Maintenance Superintendent at Jacob.Colella@palmspringsca.gov to arrange for use of the Airport trash compactor.

Disposal of hazardous or landfill exempt materials is prohibited in Airport refuse bins, and alternate disposal methods for such materials must be arranged by each tenant.

Compostable materials:

Food waste: California state law requires food waste to be separated from regular refuse and disposed of in the appropriate receptacles. Any trash bags used for this waste must also be compostable. It is the Airport tenant's responsibility to ensure their waste is separated and disposed of correctly.

Recyclables & non-compactables:

Cardboard: this material is recycled at the Airport. A 40-foot dumpster is located on the north ramp area specifically for cardboard. Airport tenants are directed to dispose of all cardboard in this dumpster.

Non-compactable items: A 40-foot dumpster is located on the north ramp for disposal of bulky or non-compactable items. It is the Airport tenants' responsibility to use this bin when required.

Tenant and Common Area Maintenance

Common Area Maintenance:

Both Airport and tenant staff share various common areas, which are maintained by Airport staff. All common areas of the Main Terminal, Bono Concourse and the Regional Concourse receive custodial cleaning, restroom maintenance, trash removal, maintenance to lighting and PA systems, as well as maintenance to all of the other major building systems. Pest control, carpet maintenance, window washing, fire monitoring, elevator and escalator maintenance are all under Airport contract in the common areas.

Tenant Leasehold Maintenance:

Tenants are responsible for maintenance of the areas defined within their leaseholds, including but not limited to lighting, custodial services, carpet maintenance, pest control, painting, window washing, minor plumbing and electrical work, and approved modifications. In cases where the leasehold has received substantial modification by the tenant, the tenant will be responsible for new / upgraded systems, including items such as overhead doors, HVAC, new non-standard lighting components, and baggage belts for example. Airport staff may be able to assist tenants with contact information for contractors and maintenance firms.

Aircraft Ramp Maintenance:

Tenant aircraft ramp areas are the responsibility of the airline tenants, in terms of cleanliness and condition. The Airport performs repainting of existing ramp striping at intervals, and performs steam cleaning, complimentary to airline efforts. Pavement sweeping is also performed on a regular basis; however, the airline tenants are responsible for the day-to-day upkeep, Foreign Object Debris (FOD) removal and cleanliness of respective ramp areas. FOD is a serious threat to the safety of the aircraft and requires a formal program in order to ensure daily cleaning is taking place. In addition, airline tenants and ground handling sub-contractors are responsible for the upkeep of equipment used on the ramp, specifically to preventing oil leakage onto ramp surfaces, and removing equipment that has been placed out of service. Vehicle and equipment maintenance is not allowed on the terminal apron.

#9 - Public Address (PA) System

A terminal-wide public address system is maintained for tenant use by the Airport. Paging stations are located at each airline's ticket counter, boarding gates and in the baggage claim area and allow announcements to be made in selected areas of the airport.

To request manuals or training, please contact the Airport Control Center at 760.318.3820 or the City IT Department at ithelp@palmspringsca.gov

#10 - Flight Information Display System(FIDS)

The Flight Information Display System (FIDS) is owned and maintained by the Airport. This includes all equipment associated with the FIDS system, including the monitor, computer, keyboard, mouse, and Uninterruptible Power Supply (UPS). Tenants are liable for damage and items lost or stolen from the leasehold.

Each airline's flight information is automatically fed into the FIDS through the airlines' technology departments and FAA feeds, and only additional or case specific flight information needs to be input locally by each respective airline. FIDS workstations have been set up in most of the Airline tenant leaseholds. FIDS status monitors can be found throughout the Terminal building.

Training is provided to key airline personnel upon request. Please contact the Airport Control Center at 760.318.3820.

Also contact the Airport Control Center to report any problem at 760.318.3820.

To get your company logo displayed, submit logos electronically as a .gif image with a resolution of 640 x 480 to ithelp@palmspringsca.gov.

#11 - Passenger Loading Bridges

The Airport owns eight (8) passenger loading bridges, all of which are located on the Bono

Concourse. It is the responsibility of Airline tenants to properly train loading bridge operators for their airline operations. Airline tenants must ensure only trained personnel operate these units to avoid serious damage, injury and significant liability. Operators must be so designated by the Station Manager, and a bridge authorization on the SIDA badge issued through Airport Operations is necessary.

Bridges may not be modified in any way or for any reason, without prior written approval of the Airport. Please submit any modification proposals to the Assistant Airport Director and the Airport Administration Manager. The Airport maintains the bridges through a regular in-house preventative maintenance program. Questions regarding maintenance should be directed to the Airport Operations Center at 760.318.3820. Damage and all costs associated with repair to loading bridges, through tenant operations, is the responsibility of the tenant, and damage must be reported immediately to this 24 hour number.

#12 - U.S Postal Delivery

The U.S. Postal Service delivers mail to the Cluster Box Units (CBUs) located outside the center Terminal.

Tenants are required to obtain a mailbox number. Please contact the Airport Administration Office for assistance.

The address for mail delivery is:

Name of Business, 3400 E. Tahquitz Canyon Way, Box #___Palm Springs, CA 92262

#13 - Emergency Keys / Contact Info

If a tenant changes a lock to any leased space within the terminal, please provide Airport Operations with a copy of the new key. This key will be used for emergency purposes only if the tenant is unavailable.

Whenever the local manager for your operation changes, provide the new manager contact info to the Vehicle Inspection Plaza. This should include name, email and 24-hour emergency phone number.

#14 - Tenant Manager Meetings

Tenant Manager Meetings are normally held monthly on the first Thursday of each month at 9:00 am via Microsoft Teams and in the Airport Conference Room located upstairs in the center terminal. Special meetings may be warranted and will be communicated as needed. All tenant managers are invited to attend. If you would like a subject discussed at the next meeting, please email the topic to the Airport Administration Manager, Victoria Carpenter at Victoria.Carpenter@palmspringsca.gov . There is vast array of topics and information. There is always an open discussion. Please bring your questions and comments.

You are welcome to attend **Airport Commission Meetings** which are open to the public and take place on the third Wednesday of each month at 5:30 pm in the Airport Conference Room. Agendas are posted on the Airport and City websites, and a printed agenda is displayed in the cabinet near the elevator in the central lobby the week preceding the meeting.

#15 - Employee Smoking Areas

Please ask your employees to refrain from smoking outside the entrances to the airport terminal. There is one (1) designated employee smoking area located ramp side, behind the baggage make-up area, under the covered patio. Please also ask your employees to use the cement ashtrays provided in this designated Smoking Area.

#16 - Airport Website

We invite you to visit the Airport website at www.flyPSP.com. The website is maintained by Airport administration. Please contact us whenever you wish to make any change, e.g., company information, telephone numbers, company logo, or website address.

#17 – Tenant Business Listing

The airport maintains a confidential list of tenant managers with their e-mail, telephone and fax information. This list is intended for tenants and is not divulged to the general public. It is important that Airport administration, Operations and Security staff be informed whenever management changes occur in your organization.

#18 - Airport Advertising

If your company is interested in advertising at the Airport, please contact Daniel Meier, Deputy Director of Marketing & Air Service at Daniel.Meier@palmspringsca.gov

#19 - Contractors / Vendors

While PSP does not endorse the contractors / vendors listed below, the following companies have PSP badged employees familiar with the Airport facility:

Allison Mechanical, Inc	HVAC Maintenance & Installation Services	(909) 478-5633
Best Signs	All Airport Signage	(760) 320-3042
Chris Foster	General Contractor	(760) 325-5028
Cove Electric	Electrical, Telephone/Data	(760) 360-0036
Lloyd Pest Control	Pest Control	1-800-223-2847
Valley Lock & Safe	Keying Doors and Locks	(760) 321-5397
Ollin Dock & Door, Inc.	Overhead Door Repair Services	(951) 833-4471
Palm Springs Mirror & Glass	Windows	(760) 328-0888
AJ Fistes Corporation	Painting and Wallcovering Services	(424) 536-3142
Escobedo Enterprises	Electrical & Mechanical	(626) 391-7325
Kincaid Plumbing	Plumbing Services	(760) 343-5457

#20 – Charter Operations

Charter operations into Palm Springs require that the airlines contact the Airport Control Center at 760.318.3820 or via email at Airport.ControlCenter@palmspringsca.gov

#21 – Title 16 Palm Springs Airport Ordinance

Title 16 is the Palm Springs Airport Municipal ordinance that sets the minimum standards, rules and regulations to operate at the Airport.

Reference to the code is identified in the link below:

https://library.qcode.us/lib/palm_springs_ca/pub/municipal_code/item/title_16