

# **GREENVILLE-SPARTANBURG AIRPORT COMMISSION**

## **MINUTES**

**January 13, 2020**

The Greenville-Spartanburg Airport Commission met on January 13, 2020 at 9:00 a.m. in the Greenville-Spartanburg District Office Board Room located at 500 Aviation Parkway Greer, South Carolina 29651. The public and media were given proper notice of this meeting, under applicable law. This was a regular, non-emergency meeting.

**MEMBERS PRESENT:** Minor Shaw, Hank Ramella (via conference call), Leland Burch, Valerie Miller, Doug Smith

**MEMBERS NOT PRESENT:** Jay Beeson

**STAFF AND LEGAL COUNSEL PRESENT:** David Edwards, President/CEO; Kevin Howell, Senior Vice President/COO; Basil Dosunmu, Senior Vice President-Administration and Finance/CFO; Scott Carr, Vice President Commercial Business and Communications (Environs Area Administrator); Dane Slaughter, Director of Facilities; Jody Taylor, Grounds and Terminal Manager; David Verdier, Police Sergeant; Tom Tyra, Director of Communications and Air Service Development; Michelle Fleming, Communications Manager; Betty O. Temple, WBD; Stefanie Hyder, Executive Assistant/Recording Secretary

**GUESTS PRESENT:** Charles Reed, Sodfather Landscaping; Jonathan Chasteen, HDR; Mike Darcangelo, AVCON

**CALL TO ORDER:** Chair Minor Shaw called the meeting to order at 9:06 a.m. and officially announced that Mr. Jay Beeson is a new GSP Commission member. Mr. Beeson sent his regrets as he was unable to attend this meeting.

**CONSENT AGENDA:** A motion was made, seconded, and unanimous vote received to approve the Consent Agenda as follows:

- A. The Greenville-Spartanburg Airport Commission November 25, 2019 Regular Meeting Minutes.

**PRESENTATIONS:** None

**OLD BUSINESS:** None

## **NEW BUSINESS:**

### **A. Approval of Final Rankings for Landscaping Services**

Mr. Dane Slaughter, Director of Facilities, presented the final rankings for landscaping services at GSP for the next five years. Mr. Slaughter reviewed the scope of landscape services to include the entire GSP campus and the International Logistics Park. The current landscape services provider is Sodfather, Inc. with a contract that expires in July 2020.

An RFP was issued for a new contract up to five years (3-year base terms with 2 one-year options). Six proposals were received and evaluated on qualifications, experience, availability of personnel, equipment resources and pricing.

The Commission must approve multi-year agreements that extend beyond the current budget approval; therefore, Mr. Slaughter presented the recommended ranking and fiscal impact. The recommended ranking was:

1. Sodfather, Inc.
2. U.S. Lawns
3. Allserv, Inc.
4. EMRC, LLC
5. Jordon Construction Company
6. The Budd Group

The proposed total contract value for landscaping services over the next five years is approximately \$1.26 million.

The Commission inquired about changes in the contract from five years ago, the increases in the budget, and the quality of service to which Mr. Slaughter responded.

There was a motion to (1) approve the final rankings for Landscaping Services as presented; (2) authorize Staff to negotiate and finalize agreements with the highest ranked company (if an acceptable agreement cannot be reached with the highest ranked company, negotiations will be formally terminated and will then proceed with the next ranked company); (3) authorize Staff to enter into a multi-year contract; and (4) authorize the President/CEO to execute all necessary documents. The motion was seconded and unanimously approved.

## **PRESIDENT/CEO REPORT:**

### **Aviation Industry Update:**

Mr. Edwards provided an aviation industry update, noting the ongoing debates and discussion surrounding the grounding and return to service of the 737 Max aircraft. GSP has seen the first impact, however, with the pulling of the 737-800 service to Dallas in March, with EMB 175s replacing the 737-800s (76 seats vs 160 seats). GSP team members are scheduled to attend an air service development conference in February.

### **Parking and Revenue Control System (PARCS):**

This is a complete replacement of the existing parking and revenue control system and it was budgeted for \$2 million. Carolina Time has been awarded the contract. Their bid came in under budget, between \$1.85M-\$1.86M. Staff will use value engineering as it relates to components of the system to determine if the price can be negotiated down further. This system will also enable Staff to procure a dynamic pricing model and allow for integration of new Parking Garage C.

### **TSA PreCheck:**

There is a TSA PreCheck event scheduled February 24-28, 2020. The TSA mobile unit will be onsite at GSP. The Commission inquired about the renewal period as well as hosting a mobile event for Global Entry.

### **REAL ID:**

There is a REAL ID event scheduled for April 10, 2020 at the GSP Conference Center. Effective October 1, 2020, a REAL ID will be required to get through Security Checkpoint. The REAL ID is being advertised throughout the GSP Terminal through September 30, 2020. The Commission inquired about airline participation to which Mr. Edwards responded.

### **Part 139 Inspection:**

The airport recently underwent the annual FAA Part 139 inspection which includes the condition of the airfield, lighting systems, ARFF and fuel records, etc. The FAA is now taking a much more stringent approach to the Part 139 inspections; writing-up items that previously would have been a verbal discussion only. This year's findings were minor and involve some corrections related to the Runway Safety Area (RSA). This project is eligible for FAA funding and will be added to next year's CIP budget.

### **Employee Incentive Pay Plan (EIPP) Update:**

The EIPP was implemented and the feedback has indicated a significant positive impact. GSP employees extended their thanks and appreciation to the Commission for approving the policy, and the Commission extended their appreciation to GSP staff.

**Aviation Parkway Closure:**

Mr. Edwards provided a briefing on the closure of Aviation Parkway at last September's Commission meeting. Closures are now expected at the end of January. The plan is to continue to maintain and provide access to and from I-85. The Commission inquired about messaging and signage to which Mr. Edwards responded.

**Vino Volo:**

GSP Commissioners and Staff celebrated the grand opening of Vino Volo MarketBar at the Ribbon Cutting event on January 8, 2020. The Commission inquired about the Hudson News contract as well as the MarketBar concept for Vino Volo to which Mr. Edwards responded. The Commission asked about advertising and public relations related to concessions to which Mr. Edwards and Mr. Carr responded. Discussion ensued.

**FAA Tower Relocation:**

Mr. Ramella inquired about the FAA tower relocation. Mr. Edwards responded that they are waiting on a benefit cost analysis which is expected Summer 2020.

Mr. Edwards asked the Commission to sign the conflict of interest forms. He also mentioned that invitations for the quarterly meetings have been sent.

**Board Membership:**

Mr. Edwards has been elected to a two-year term as Chairman for VisitGreenvilleSC. He has also been elected to a two-year term as Vice-Chairman for Upstate Alliance with a two-year term as Chairman to follow.

**New GSP Team Members:**

Mr. Tom Tyra, Director of Communications and Air Service Development, introduced Ms. Michelle Fleming, Communications Manager, and Mr. Jonathan Sykes, Communications Specialist.

**INFORMATION SECTION:**

The Commission inquired about passenger traffic, cargo, and the FBO expansion to which Mr. Edwards responded.

**COMMISSIONER'S REPORT:**

Upcoming conferences include the ACI-NA Legislative Conference in Washington D.C. in March, the 92<sup>nd</sup> AAAE Annual Conference in Denver, and the ACI-NA Annual Conference in Grand Rapids, MI. The Commission requested that conference dates be sent out again.

**ADJOURNMENT:**

There being no further business, a motion was made, seconded, and unanimous vote received to adjourn the meeting. The meeting was adjourned at approximately 10:01 a.m. The next meeting is scheduled for March 23, 2020 at 9:00 a.m.

**SIGNATURE OF PREPARER:**

  
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Stefanie Hyder