

GREENVILLE-SPARTANBURG AIRPORT COMMISSION

MINUTES

March 8, 2021

The Greenville-Spartanburg Airport Commission met on March 8 at 9:00 a.m. in the Greenville-Spartanburg District Conference Center 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, Leland Burch, Valerie Miller, Doug Smith, Jay Beeson

MEMBERS NOT PRESENT: None

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); Michelle Newman, Communications Manager; Betty O. Temple, WBD; Casey Cooperman, Executive Assistant/Recording Secretary

GUESTS PRESENT: Daniel Good, McFarland Johnson; Dave McMahan, TSA; Bob Montgomery, Spartanburg Herald Journal; Amanda Sheridan, McFarland Johnson; Mark Waller, AVCON

CALL TO ORDER: Chair Minor Shaw called the meeting to order at 9:10 a.m.

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

- A.** The Greenville-Spartanburg Airport Commission January 11, 2021 Regular Meeting Minutes.
- B.** The Appointment of Hank Ramella to the Airport Environs Planning Commission.

PRESENTATIONS:

A. Transportation Security Administration Update

Mr. Edwards introduced Mr. Dave McMahan, Federal Security Director for the TSA. Mr. McMahan provided a 2020 update on TSA's continued goal to protect the transportation system for freedom of movement for people in commerce and the transportation of goods. Mr. McMahan gave the Commission a list of updates that were made at the security checkpoints at the GSP Airport in 2020 and TSA's staffing goals in 2021. He also touched on Real ID's and TSA Pre-Check, including

registration events that will take place in the Airport. Chair Shaw and Commissioner Miller noted that the District should take strides towards advertising these events to the public through various methods in order to raise awareness.

B. Network Entertainment Broadcast System Services

Mr. Scott Carr, Vice President Commercial Business & Communications, provided an update to the discussion that took place at the Airport Commission meeting on January 11, 2021 regarding the Request for Proposals the District advertised in its search to replace CNN Airport Network. It was the Commission's general response that the District should use this opportunity to advertise activities, attractions, services, and points of interest for both Greenville and Spartanburg counties in the holding rooms, as well as provide streaming opportunities on the GSP website.

OLD BUSINESS: None

NEW BUSINESS:

A. Approval of Final Rankings for Cash-to-Card Kiosk Services

Mr. Scott Carr, Vice President Commercial Business & Communications, presented the final rankings for Cash-to-Card Kiosk Services.

On January 14, 2021, Staff issued a Request for Proposals (RFP) seeking competitive proposals from qualified vendors to deploy, manage, and operate cash-to-card kiosks at up to four locations throughout the terminal complex for a term of five years.

Staff worked with three companies that demonstrated an interest in this opportunity. However, only one proposal was subsequently received on February 12, 2021. Below is the company that submitted a proposal:

- Ready Credit Corporation (RCC)

An Evaluation Committee, including Staff from the Commercial Business, IT, Finance, and Procurement Departments, evaluated the proposal based on the following criteria:

- Company Background, Experience, and Financial Information
- Financial Proposal – Concession Fee or Fixed Fee Per Transaction
- Successful Track Record
- ACDBE Participation
- Exceptions to RFP/Sample Agreement

Upon review, the proposal received was deemed responsive and technically acceptable. The Commission inquired about the logistics of being able to use the Cash-to-Card Kiosks for paying in the parking garages, as well as how many machines will be

available, to which Mr. Carr answered that there would be up to four located in the terminal. Mr. Howell and Mr. Smith discussed the current signage in place to notify passengers who are parking that the fees can only be paid by credit card. Mr. Howell noted that there is current signage at all parking locations. There is also an Intercom button at every exit that connects a driver with LAZ Parking Services should there be any problem.

There was a motion to approve (1) the final ranking for Cash-to-Card Kiosk Services as presented; (2) authorize Staff to negotiate and finalize an agreement with the ranked company (if an acceptable agreement cannot be reached with the ranked company, negotiations will be formally terminated and Staff will discuss further alternatives); (3) authorize Staff to enter into a five year agreement; and (4) authorize the President/CEO of the Greenville-Spartanburg Airport District to execute all necessary documents.

PRESIDENT/CEO REPORT:

Aviation Industry Update:

Mr. Edwards recognized the GSP Staff for contributing to the success of being recognized as the Best Airport in North America among airports serving 2-5 million passengers annually by the 2020 ACI Airport Service Quality (ASQ) awards.

Regarding passenger traffic, GSP is down by around 60%, which reflects the national average. Leisure is part of the recovery; however, the District is still waiting on business travel to recover. This recovery timeline will hopefully be moved up to the 4th Quarter 2021 with the vaccine rate increasing.

Federal and State Legislative Update:

A \$1.9 trillion relief bill has been passed by Senate and is now at the House, where it is expected to pass by March 12, 2021. These funds are critical to pay for operations. These funds will allow for the District to be well-positioned coming out of COVID.

The District is still working on various other legislative initiatives.

Coronavirus (COVID-19) Update:

The District has remained fortunate with no reported positive cases in the last 30 days.

GSP Business Update:

Seat capacity is at 70% which is a marked improvement over 2020. Airlines are putting more of their larger planes back into the market. All non-stop destinations will be back by April 1, except LaGuardia and Newark. Silver will start service on March 18 and the Southwest non-stop service to Houston will be expanded to a daily service.

Mr. Edwards praised to the Cerulean team for their excellence in handling the surge in cargo that has taken place. This surge has put a strain on the team; however, all frozen positions have been released and temporary workers have been hired through MAU. The District is working on grant funding for Phase 2 of the cargo ramp. Chair Shaw asked if the District would continue to see this amount of cargo activity to which Mr. Edwards answered that some of these flights will go away but it is getting the District on the map with other freight forwarders who had never used GSP before. He stated that there will be long term benefits as the District pulls cargo activity away from other airports where there is more congestion.

Mr. Edwards discussed other areas where the District can look to be affected by cargo performance, including the potential for it to lead to international passenger service, the strain on the fuel farm, the need for a cargo apron expansion and the need to lease or acquire more GSE equipment.

Mr. Edwards noted that the budget approval process will take place at the May 2021 Commission meeting.

COMMISSIONER'S REPORT:

The Commissioners gave updates on their national committees. Mr. Burch requested District Staff send out the dates for the 2021 ACI-NA Annual Conference and the 2022 ACI-NA/AAAE Airport Board and Commissioners Conference.

EXECUTIVE SESSION:

There being no further business, a motion was made, seconded, and carried to go into Executive Session at 10:35 a.m.

At approximately 11:12 a.m., public session resumed with no action being taken in Executive Session.

ADJOURNMENT:

There being no further business, a motion was made, seconded and unanimous vote received to adjourn meeting. The meeting was adjourned at approximately 11:13 a.m.

SIGNATURE OF PREPARER:



Casey Cooperman