

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES
Wednesday, October 16, 2019
8:00 a.m.**

Present: Roger Morgan, Floyd Wilson, Jr., Dan Koorndyk,

Also Present: Tory Richardson, Alex Peric, Brian Picardat, Tara Hernandez, Casey Ries, Stephen Clark, Moe Khattak, Tom Cizauskas, Matt Zeilstra, Bill Nowicki, Dan Villalobos, Clint Nemeth, Laura Feigel, Margie Witbeck, Richard Hillman-Foster Swift

Minutes

The Authority Operations and Marketing Committee minutes of August 21, 2019 were approved as submitted.

Public Comment

No public comment.

Resolution 19-35: Gateway LED Sign Replacement

Mr. Cizauskas explained that the 2019 Airport Capital Improvement Budget includes \$300,000 for roadway signage improvements, GFIAA solicited quotes for two phases of digital signage improvements: Install two monument signs on the boulevard in place of the temporary construction message boards and to replace the message board within the gateway arch. He added that Valley City Sign was identified as the best value contractor for the projects and that Phase 1 is currently underway by Valley City Sign. Staff is recommending Phase 2 for the Gateway Arch be awarded to Valley City Sign in the amount of \$139,853.

Motion by Mr. Morgan, supported by Mr. Koorndyk, for approval of a purchase order with Valley City Sign of Comstock Park, MI. to provide sign replacement services for the Gateway Arch LED message board. Motion carried.

Resolution 19-36: Amending Rules & Regulations

Mr. Peric explained that staff has found it necessary to incorporate language changes in the Rules and Regulations policy. He shared the changes are in the areas of definitions, commercial ground transportation, Transportation Network Companies (TNC's), service animals, emotional support/comfort therapy animals, airport terminal building update, Municipal Civil Infraction Ordinance, Airport Layout Plan, and general verbiage changes per attorney review. He said the document has been reviewed by Airport Legal Counsel.

Motion by Mr. Morgan, supported by Mr. Koorndyk, for approval of a resolution to allow the President & CEO to amend the Gerald R. Ford International Airport Authority Board Rules and Regulations. Motion carried.

Resolution 19-37: Experience Grand Rapids - Visitor Information Staffing Agreement

Mrs. Hernandez shared that the Airport entered into a contract with Experience Grand Rapids, the Convention and Visitor's Bureau, on December 1, 2016, and have had success in providing services for passengers and guests. The terms of the contracts expire on November 30, 2019 and the terms of the new agreement are for one year with (2) one-year options. She added

that the agreement is for services that include Mobile Visitor Concierge or "Roaming Ambassadors", and operation of the Visitor Information Desk. The desk is staffed from 9am-12am, 365 days a year, including holidays. One roaming ambassador is scheduled from 9am-10pm, and one additional roamer is scheduled during peak hours, 30 hours per week. Mrs. Hernandez said that the partnership has generated positive comments and customer feedback for the Airport and has also been a useful tool for EXGR in promoting our community. EXGR management and Airport legal counsel have reviewed this agreement.

Motion by Mr. Morgan, supported by Mr. Koorndyk, for approval of an agreement between the Gerald R. Ford International Airport Authority and Experience Grand Rapids (EXGR) to provide staffing for Visitor Information. Motion Carried.

President Ford Statue Design Amendment

Mr. Ries explained that staff is working with the Grand Rapids Legends Group, led by Mr. Peter Secchia, to place a statue of Gerald R. Ford at the airport. After discussion, it was agreed that the best location for the statue will be under the welcome picture wall. He will be in the seated position along the thru lane. The Grand Rapids Legends group will provide the statue and the Authority will be responsible for providing the space for the statue. Mr. Ries said staff is proposing an on-call architectural amendment for the site design. The amount is under \$24,000. The goal is to have the statue placed by August 2020.

Mr. Koorndyk added that Mr. Secchia has requested the best possible stone and said he would split the cost.

Major Contract Summary

Mr. Ries reviewed the Major Contract Summary.

Mr. Koorndyk asked for full completion dates to be added on the side.

Project/Construction Report

Mr. Ries reviewed the Project/Construction Report.

Other

Mr. Nemeth said that American Airlines has requested Regional Boarding Ramp (RBR) to be placed at their gate (B7/B8). This will allow boarding of two aircrafts at one time.

Meeting adjourned at 9:00 a.m.

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