
AGENDA ITEM

DATE: October 9, 2025
MEETING DATE: October 21, 2025
SUBJECT: Airport Rental Car Concession Services
PRESENTED FOR: Decision: Information:
PRESENTER(S): Joshua Williams, Procurement Manager, Finance
Roberto Pagan, Superintendent of Operations, Airport

History/Facts and Issues:

Bid Ref. #26-002 was advertised in the Albany Herald, on local Channel 16, the City website, and the Georgia Procurement Registry. Three firms were directly solicited, with two submitting bids. The City is seeking a qualified firm to provide On-Airport Rental Car Concession services at the Southwest Georgia Regional Airport. Avis/Budget and Enterprise/National will pay the Airport a Minimum Annual Guarantee (MAG) Fee to operate at the Airport. Avis/Budget has proposed to pay \$102,064.00 annually, and Enterprise/National has agreed to pay \$100,452.00 annually. The term of this agreement is one year, with four options to renew for additional one-year terms per Georgia law OCGA 36-60-13 concerning multi-year agreements.

Options/Pros and Cons:

Pros:

- Revenue generator for the Airport.
- Travelers arriving can immediately pick up a car without needing a shuttle or extra transport, which improves the passenger experience.

Recommended Action:

Approval.

Fiscal Impact/Funding Source:

Revenue Generating Contract

- 1) Avis/Budget Minimum Annual Revenue for the Airport:
 - \$102,064.00 MAG (\$8,505.33 monthly) or 10% of the monthly revenue, whichever is greater.
 - \$3,000 Parking Fee (\$250 monthly)
 - \$3,000 Wash Facility and Overflow Parking Fee (\$250 monthly)
 - \$8,370 Counter and Office Space Fee (\$31.00 X 270sqft = \$697.50 monthly)
- 2) Enterprise/National Minimum Annual Revenue for the Airport
 - \$100,452.00 MAG (\$8,371 monthly) or 10% of the monthly revenue, whichever is greater.
 - \$3,000 Parking Fee (\$250 monthly)
 - \$3,000 Wash Facility and Overflow Parking Fee (\$250 monthly)
 - \$8,463 Counter and Office Space Fee (\$31.00 X 273sqft = \$705.25 monthly)