



TENANT DIRECTIVE

BWI: 401.1
Date: May 31, 2014
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TITLE: Standard Rates and Fees at Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall)

I. REFERENCES

Fees effective July 1, 2014

Please see revisions to:

- A. Domestic Carriers
 - Section II. A.1. – Passenger Terminal Building Fees
 - Section II. A.2. – Baggage Claim Area Use Fees
 - Section II. A.4. – Boarding Device Fees
 - Section II. A.5. – Landing Fees
- B. International Carriers
 - Section II. B.1. – Passenger Terminal Building Fees
 - Section II. B.3. – Boarding Device Fees
 - Section II. B.4. – Landing Fees
- C. Airport Parking Fees
- D. Non-Airline Passenger Terminal Fees
- E. Miscellaneous Fees

II. SCHEDULE OF RENTAL RATES AND OTHER FEES

Unless otherwise stated, all Rental Rates and Fees are subject to adjustment on July 1 of each year. The Administration may also implement a mid-year adjustment. It is the Administration's policy that space is leased in an "as is" condition. Improvements or modifications of leasehold areas to accommodate the special needs of tenants will not be undertaken at the Administration's expense.

Signatory Airline = Air transportation company operating at BWI Marshall that has a fully executed Use and Lease Agreement with the MAA.

Non-Signatory with Agreement = Carriers operating at BWI Marshall with a written Agreement other than the Use and Lease Agreement; invoiced by the MAA.

Itinerant without Agreement = Carriers operating at BWI Marshall without a written Agreement; invoiced by an approved BWI Marshall Airport FBO.

A. Domestic Carriers

1. Passenger Terminal Building Fees

(a) Space Rental

	<u>Signatory Airline</u>	<u>Non-Signatory Airline</u>
Ticket Counter	\$148.54 psfpa	\$185.68 psfpa
Passenger Holdroom	\$111.40 psfpa	\$139.25 psfpa
Commuter Terminal Holdroom	\$111.40 psfpa	\$139.25 psfpa
Office w/Public Access	\$111.40 psfpa	\$139.25 psfpa
Office w/Restricted Access	\$89.12 psfpa	\$111.40 psfpa
Operations – Air-conditioned	\$89.12 psfpa	\$111.40 psfpa
Operations – Unfinished/Non-air-conditioned	\$74.27 psfpa	\$92.84 psfpa
Bag Makeup – Unfinished/Non-air-conditioned	\$74.27 psfpa	\$92.84 psfpa
Curbside Check-in	\$74.27 psfpa	\$92.84 psfpa
Ticket Counter Queuing space	\$29.77 psfpa	\$37.21 psfpa

(b) Per Use Fees – MAA Common Use Gates

	<u>With Agreement</u>	<u>Without Agreement</u>
Gate usage for passenger processing (any duration) or aircraft parking	\$433 per use	\$576 per use

2. Baggage Claim Area Use Fees

	<u>Scheduled Domestic</u>	<u>Non-Scheduled Domestic</u>
Baggage Claim 80/20 Formula	80%: \$1.16 Per Domestic Deplaned Passenger	\$2.32 Per Deplaned Passenger
	20%: \$26,915 per domestic scheduled service carrier per month	N/A

NOTE: The Baggage Claim Area Use Fees are charged monthly for the cost of providing Baggage Claim services at the Airport. The current amount to be recovered annually is \$11,304,117 of which 80% is recovered based on domestic Deplaned Destination Passengers, and 20% is recovered based on the number of carriers with domestic Scheduled Service at the Airport. Only carriers handling 4,000 or more monthly deplaned domestic passengers are assessed the 20% portion of the fee.

3. Outbound Baggage System Fees

	<u>With Agreement</u>	<u>Without Agreement</u>
Airport-owned outbound baggage systems	N/A	N/A

NOTE: Each outbound flight is considered a use

4. Boarding Device Fees

	<u>With Agreement</u>	<u>Without Agreement</u>
Boarding Devices – Preferential Use	\$6,091 per month	N/A
Planemate – Inbound or outbound or inbound/outbound	\$97.00 per use	\$129.00 per use
Aircraft Towing Fees	\$208.00 per tow	N/A

5. Landing Fees

<u>Aircraft</u>	<u>Fee</u>	<u>Minimum Fee</u>
All Helicopters	\$34.00	N/A
Aircraft – Single Engine	\$44.00	N/A
Carriers Operating Under a Written Agreement with the MAA – Signatory Airline	\$4.27 per 1,000 lbs.	\$44.00
Carriers Operating Under a Written Agreement with the MAA – Non-Signatory Airline	\$5.34 per 1,000 lbs.	\$44.00
Commercial Airline – Itinerant Aircraft	\$7.09 per 1,000 lbs.	\$44.00
General Aviation	\$5.68 per 1,000 lbs.	\$44.00

NOTE: Landing Fees are based on Certificated Maximum Gross Landing Weight (MGLW). Based aircraft are exempt from landing fees whenever such aircraft are not used for revenue-producing purposes.

6. Passenger Facility Charges (PFC) – \$4.50 per PFC Collected (14 CFR Part 158)

B. International Carriers

1. Passenger Terminal Building Fees

(a) Space Rental

	<u>Signatory Airline</u>	<u>Non-Signatory Airline</u>
Office w/Public Access	\$111.40 psfpa	\$139.25 psfpa
Office w/Restricted Access	\$89.12 psfpa	\$111.40 psfpa
Operations – Air-conditioned	\$89.12 psfpa	\$111.40 psfpa
Operations – Unfinished/Non-air-conditioned	\$74.27 psfpa	\$92.84 psfpa
Bag Makeup – Unfinished/Non-air-conditioned	\$74.27 psfpa	\$92.84 psfpa

5. Passenger Facility Charges (PFC) – \$4.50 per PFC collected (14 CFR Part 158)

C. Aircraft Parking Fees

Daily parking rate:

	Small Aircraft (Less than 80,000 lbs)	Medium Aircraft (80,000-300,000 lbs)	Large Aircraft (More than 300,000 lbs)
With Agreement	\$50.00	\$70.00	\$100.00
Without Agreement	\$67.00	\$93.00	\$133.00

NOTE: There is a three-hour grace period before parking fees are charged. The parking fee is applied after three hours and for each 24-hour block time of occupancy. Aircraft parking fees are reset after each departure.

D. Non-Airline Passenger Terminal Fees

1.	Retail Shop Space – Unfinished	\$116.00 psfpa
2.	Office with Public Access	\$116.00 psfpa
3.	Office with Restricted Access	\$94.00 psfpa
4.	Storage – Unfinished Non-air-conditioned	\$79.00 psfpa

E. Miscellaneous Fees

1.	Portable Generator Floodlight Set	\$75 per each one-hour time period for each set
2.	Elm Road Air Cargo Building Non-air-conditioned warehouse space Air-conditioned office space Truck parting/ramp space Ground rent	\$10.33 per square foot per annum \$15.10 per square foot per annum \$1.16 per square foot per annum
3.	Ground Handling Fee	5% of gross revenue from companies having agreements with the MAA that grant said companies the right to provide ground handling and other technical services to tenant and non-tenant airlines at the Airport.
4.	Airfield Ramp Space	\$1.16 per square foot per annum
5.	Filming Location Fee (Movie companies, television shows, etc., which are filmed on Airport property) ¹	Up to 4 hours - \$376 4 to 8 hours - \$752 8 to 24 hours - \$1,128
6.	Assigned Truck Parking Spaces/North Cargo	\$83 per space per month

7.	Fiber Optic Lease:	\$0.19 per linear foot of leased fiber optic cable For fiber optic installation and maintenance charges, please refer to the Office of Technology's Standards & Specifications, S3 SOP and Policy, Section 7: http://www.marylandaviation.com/content/doingbusinesswithmaa/telecom/index.html .
8.	Special Event Fees ² : Land Rental	\$1.16 per square foot per annum
9.	Conference Room Use Fee	Meditation Room: \$36 per hour or any portion thereof Conference Room: \$65 per hour or any portion thereof
10.	Mathison Overflow Lot Truck Parking	\$90 per space per month
11.	Parking Lot Ground Rent Mathison Midfield Mathison Overflow East employee lot West employee lot Overflow Gold Lot Amtrak Way Lot Old ESP Lot A Old ESP Lot B	\$0.60 per square foot per annum \$0.68 per square foot per annum \$0.59 per square foot per annum \$0.59 per square foot per annum \$0.47 per square foot per annum \$1.35 per square foot per annum \$0.53 per square foot per annum \$0.59 per square foot per annum
12.	Ground Equipment Service Buildings Building Rental Land Rental	GESB #123, #129, #134 and GSE portion of Elm Rd Cargo Bldg #107 \$20.14 per square foot per annum \$1.08 per square foot per annum
13.	Ground Transportation Website Link Fee	\$328 per month/minimum 6 month buy

All questions and/or comments relating to the foregoing standard rates and fees may be directed to the Maryland Aviation Administration, Office of Finance and Administration, 410-859-7930.

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John A. Stewart
 Director
 Office of Airport Operations

¹ For complex filmings, location agreements must be negotiated with the MAA Filming Coordinator. Location fees include location/property rental, electrical power and water, if available. Any additional expenses incurred as a result of filming, as determined necessary by the MAA, will be reimbursed to the MAA. Such expenses may be necessary to ensure the safety, security, and smooth operation of the Airport. Compensation to MAA employees required to work the filming over and above normal working hours will be reimbursed to the MAA.

² Any direct expenses incurred by the MAA as a result of holding a special event will be reimbursed to the MAA. Such expenses may include, but are not limited to, labor, cost of supplies, materials, security, etc.