



TENANT DIRECTIVE

BWI: 401.1
Date: November 30, 2011
Distribution: BWI-A

TITLE: Standard Rates and Fees at Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall)

I. REFERENCES

Fees effective January 1, 2012

Please see revisions to:

- A. Domestic Carriers
 - Section I A.1.b – Per Use Fees – Per Inbound or Outbound or Inbound/Outbound Flights
 - Section II.A.4. – Boarding Device 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	\$136.47 psfpa	\$170.59 psfpa
Passenger Holdroom	\$102.35 psfpa	\$127.94 psfpa
Commuter Terminal Holdroom	\$102.35 psfpa	\$127.94 psfpa
Office w/Public Access	\$102.35 psfpa	\$127.94 psfpa
Office w/Restricted Access	\$81.88 psfpa	\$102.35 psfpa
Operations – Air-conditioned	\$81.88 psfpa	\$102.35 psfpa
Operations – Unfinished/Non-air-conditioned	\$68.23 psfpa	\$85.29 psfpa
Bag Makeup – Unfinished/Non-air-conditioned	\$68.23 psfpa	\$85.29 psfpa
Ticket Counter Queuing space	\$27.29 psfpa	\$34.11 psfpa

(b) Per Use Fees – Per Inbound or Outbound or Inbound/Outbound Flights

	<u>With Agreement</u>	<u>Without Agreement</u>
Common Use Holdroom and Boarding Device	\$409.00 per use	\$544.00 per use
Commuter Terminal Holdroom (up to 51 passengers)	\$82.00 per use	\$109.00 per use
Commuter Holdroom (over 51 passengers)	\$258.00 per use	\$343.00 per use

2. Baggage Claim Area Use Fees

	<u>Scheduled Domestic</u>	<u>Non-Scheduled Domestic</u>
Baggage Claim 80/20 Formula	80%: \$0.83 Per Domestic Deplaned Passenger	\$1.66 Per Deplaned Passenger
	20%: \$19,713 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 \$9,462,354 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	\$6,089 per month	N/A
Planemate – Inbound or outbound or inbound/outbound	\$91.00 per use	\$121.00 per use
Aircraft Towing Fees	\$196.00 per tow	N/A

5. Landing Fees

<u>Aircraft</u>	<u>Fee</u>	<u>Minimum Fee</u>
All Helicopters	\$31.00	N/A
Aircraft – Single Engine	\$39.00	N/A
Carriers Operating Under a Written Agreement with the MAA – Signatory Airline	\$3.80 per 1,000 lbs.	\$39.00
Carriers Operating Under a Written Agreement with the MAA – Non-Signatory Airline	\$4.75 per 1,000 lbs.	\$39.00
Commercial Airline - Itinerant	\$6.33 per 1,000 lbs.	\$39.00
General Aviation	\$5.05 per 1,000 lbs.	\$39.00

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. Aircraft Parking Fees – Other Than General Aviation Aircraft Based at BWI Marshall

Day	<u>With a Written Agreement</u>			<u>Without a Written Agreement</u>		
	Up to 134,999 lbs.	135,000 lbs. to 249,999 lbs.	250,000 lbs and up	Up to 134,999 lbs.	135,000 lbs. to 249,999 lbs.	250,000 lbs. and up
1	\$80	\$94	\$110	\$108	\$125	\$146
2	\$80	\$94	\$110	\$108	\$125	\$146
3	\$80	\$94	\$110	\$108	\$125	\$146
4	\$80	\$94	\$110	\$108	\$125	\$146
5	\$109	\$126	\$146	\$145	\$169	\$194
6	\$109	\$126	\$146	\$145	\$169	\$194
7	\$109	\$126	\$146	\$145	\$169	\$194
8	\$134	\$157	\$182	\$178	\$211	\$243
9	\$134	\$157	\$182	\$178	\$211	\$243
10	\$134	\$157	\$182	\$178	\$211	\$243
11	\$134	\$157	\$182	\$178	\$211	\$243
12	\$134	\$157	\$182	\$178	\$211	\$243
13	\$134	\$157	\$182	\$178	\$211	\$243
14	\$134	\$157	\$182	\$178	\$211	\$243
15-31	\$161	\$191	\$220	\$215	\$256	\$293
Monthly	\$1,037	\$1,553	\$3,103	N/A	N/A	N/A

NOTE: The Carrier will choose the lesser of the daily or monthly charges on its Airline Monthly Traffic Report when calculating and then submitting the aircraft parking

information. The charge is based on the Certificated Maximum Gross Landing Weight (MGLW). The daily rates apply to aircraft parked more than 3 hours. The 3-hour grace period commences upon aircraft arrival at the airport. The first day starts after the 3-hour grace period and the following day starts after each 24-hour period. Monthly rates are charged based on the aircraft with the greatest weight parked in the assigned space during the month.

7. Aircraft Parking Fees – General Aviation Aircraft Based at BWI Marshall

Maximum Allowable Landing Weight Fees	Daily Parking Fees	Monthly Parking Fees
Up to 4,500 lbs	\$13	\$126
4,501 – 7,600 lbs.	\$20	\$183
7,601 – 12,500 lbs	\$25	\$255
12,501 – 20,000 lbs.	\$31	\$412
20,001 – 40,000 lbs.	\$43	\$604
40,001 – 60,000 lbs.	\$57	\$839
60,001 – 80,000 lbs.	\$67	\$906
80,001 – 100,000 lbs.	\$80	\$967
100,001 – 134,999 lbs.	\$105	\$1,037
135,000 – 249,999 lbs.	\$122	\$1,553
250,001 lbs. and up	\$142	\$3,103

NOTE: Monthly parking fees available for aircraft with an executed tie-down agreement with a Fixed Base Operator.

- 8. Aircraft Parking – BWI Marshall no longer has any grass areas to tie down aircraft.
- 9. 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	\$102.35 psfpa	\$127.94 psfpa
Office w/Restricted Access	\$81.88 psfpa	\$102.35 psfpa
Operations – Air-conditioned	\$81.88 psfpa	\$102.35 psfpa
Operations – Unfinished/Non-air-conditioned	\$68.23 psfpa	\$85.29 psfpa
Bag Makeup – Unfinished/Non-air-conditioned	\$68.23 psfpa	\$85.29psfpa
Ticket Counter Queuing Space	\$27.29 psfpa	\$34.11 psfpa

5. Aircraft Parking Fees – Other Than General Aviation Aircraft Based at BWI Marshall

Day	With a Written Agreement			Without a Written Agreement		
	Up to 134,999 lbs.	135,000 lbs. to 249,999 lbs.	250,000 lbs. and up	Up to 134,999 lbs.	135,000 lbs. to 249,999 lbs.	250,000 lbs. and up
1	\$80	\$94	\$110	\$108	\$125	\$146
2	\$80	\$94	\$110	\$108	\$125	\$146
3	\$80	\$94	\$110	\$108	\$125	\$146
4	\$80	\$94	\$110	\$108	\$125	\$146
5	\$109	\$126	\$146	\$145	\$169	\$194
6	\$109	\$126	\$146	\$145	\$169	\$194
7	\$109	\$126	\$146	\$145	\$169	\$194
8	\$134	\$157	\$182	\$178	\$211	\$243
9	\$134	\$157	\$182	\$178	\$211	\$243
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15-31	\$161	\$191	\$220	\$215	\$256	\$293
Monthly	\$1,037	\$1,553	\$3,103	N/A	N/A	N/A

NOTE: The Carrier will choose the lesser of the daily or monthly charges on its Airline Monthly Traffic Report when calculating and then submitting the aircraft parking information. The charge is based on the Certificated Maximum Gross Landing Weight (MGLW). The daily rates apply to aircraft parked more than 3 hours. The 3-hour grace period commences upon aircraft arrival at the airport. The first day starts after the 3-hour grace period and the following day starts after each 24-hour period. Monthly rates are charged based on the aircraft with the greatest weight parked in the assigned space during the month.

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

C. Non-Airline Passenger Terminal Fees

1.	Retail Shop Space – Unfinished	\$107.00 psfpa
2.	Office with Public Access	\$107.00 psfpa
3.	Office with Restricted Access	\$87.00 psfpa
4.	Storage – Unfinished Non-air-conditioned	\$73.00 psfpa

D. Miscellaneous Fees

1.	Portable Generator Floodlight Set	\$72 per each one-hour time period for each set
2.	Elm Road Air Cargo Buildings Non-air-conditioned warehouse space Air-conditioned office space Truck parting/ramp space Ground rent	Buildings #107, #111, #112 and #113 \$9.79 per square foot per annum (See D.12 below for GESB portion of Building #107) \$14.31 per square foot per annum \$1.10 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	\$1.10 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 - \$356 4 to 8 hours - \$713 8 to 24 hours - \$1,069
6.	Assigned Truck Parking Spaces/North Cargo	\$80 per space per month
7.	Fiber Optic Lease:	\$0.19 per linear foot per month 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	\$1.10 per square foot per annum
9.	Conference Room Use Fee	Meditation Room: \$33 per hour or any portion thereof Conference Room: \$62 per hour or any portion thereof
10.	Mathison Overflow Lot Truck Parking	\$84 per space per month
11.	Parking Lot Ground Rent Mathison Midfield Mathison Overflow East employee lot Overflow Gold Lot Amtrak Way Lot Old ESP Lot A Old ESP Lot B	\$0.57 per square foot per annum \$0.65 per square foot per annum \$0.56 per square foot per annum \$0.44per square foot per annum \$1.29 per square foot per annum \$0.50 per square foot per annum \$0.56 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 \$19.09 per square foot per annum \$1.02 per square foot per annum

13.	Ground Transportation Website Link Fee	\$310 per month/minimum 6 month buy
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All questions and/or comments relating to the foregoing standard rates and fees may be directed to the Maryland Aviation Administration, Office of Finance, 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.