



TENANT DIRECTIVE

BWI: 401.1
DATE: July 2, 2019
DISTRIBUTION: BWI-A

TITLE: STANDARD RATES AND FEES AT BALTIMORE/WASHINGTON INTERNATIONAL THURGOOD MARSHALL (BWI MARSHALL) AIRPORT

I. REFERENCES

- A. This Directive supersedes BWI Marshall Airport Tenant Directive 401.1 dated May 31, 2019. **Rates are effective July 1, 2019.**
- B. Summary of changes
 - a. Section A - Landing Fees – General Aviation Minimum Fee

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 Maryland Department of Transportation Maryland Aviation Administration (MDOT MAA or Administration) may also implement a mid-year adjustment. It is the MDOT MAA'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 Airport that has a fully executed Use and Lease Agreement with the MDOT MAA; invoiced by the MDOT MAA.

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

Itinerant without Agreement = Carriers operating at BWI Marshall Airport without a written Agreement; invoiced by an approved BWI Marshall Airport Ground Handling Services company.

Commercial Tenants = Non-airline tenants with a written lease or operating Agreement; invoiced by the MDOT MAA.

A. Landing Fees

Landing Fees		
<u>Aircraft</u>	<u>Fee</u>	<u>Minimum Fee</u>
Carriers Operating Under a Written Agreement with the MDOT MAA – Signatory Airline	\$4.23 per 1,000 lbs.	N/A
Carriers Operating Under a Written Agreement with the MDOT MAA – Non-Signatory Airline	\$5.29 per 1,000 lbs.	N/A
Aircraft – All Other: Itinerant Aircraft	\$7.02 per 1,000 lbs.	N/A
General Aviation	\$5.63 per 1,000 lbs.	\$53

NOTE: Landing Fees are based on FAA Certificated Maximum Gross Landing Weight (MGLW) as established by the PASSUR Landing Fee Management Program. Based aircraft are exempt from landing fees whenever such aircraft are not used for revenue-producing purposes.

B. Aircraft Parking Fees

Daily Parking Rate		
<u>Size</u>	<u>With Agreement</u>	<u>Without Agreement</u>
Xtra Small Aircraft (less than 40,000 lbs)	\$50	\$70
Small Aircraft (40,000 – less than 80,000 lbs)	\$100	\$130
Medium Aircraft (80,000 - 300,000 lbs)	\$125	\$170
Large Aircraft (more than 300,000 lbs)	\$175	\$230

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.

C. Airline Space Rental

Airline Space Rental		
Per square foot per annum (psfpa)		
Space	Signatory Airline	Non-Signatory Airline
Ticket counter	\$194.24	\$242.80
Passenger holdroom	\$145.68	\$182.10
Office w/public access	\$145.68	\$182.10
Office w/restricted access	\$116.54	\$145.68
Operations - air conditioned	\$116.54	\$145.68
Commuter terminal holdroom	\$116.54	\$145.68
Operations - unfinished non-a/c	\$97.12	\$121.40
Bag makeup - unfinished non-a/c	\$97.12	\$121.40
Curbside Check-In	\$97.12	\$121.40
Ticket counter queuing	\$38.85	\$48.56

D. Baggage Claim – Non-FIS Deplaned Passenger & Pre-Cleared International

Baggage Claim 80/20 Formula		
	<u>With Agreement</u>	<u>Without Agreement</u>
80%	\$1.24 per non-FIS deplaned passenger	\$1.55 per non-FIS deplaned passenger
20%	\$27,973 per non-FIS air carrier per month	

NOTES:

- 1) Federal Inspection Service (FIS).
- 2) The Baggage Claim Area Use Fees are charged monthly for the cost of providing Baggage Claim services at the Airport. Eighty percent (80%) is recovered based on deplaned destination passengers on flights using domestic baggage claim, and 20% is recovered based on the number of air carriers with non-FIS service at the Airport. Only air carriers handling 4,000 or more monthly deplaned destination passengers on flights using domestic baggage claim are assessed the 20% portion of the fee.

E. Boarding Device Fees

Boarding Device Fees		
	<u>With Agreement</u>	<u>Without Agreement</u>
Boarding Devices – Preferential Use	\$4,595 per month	N/A
Planemate – Inbound or outbound or inbound/outbound	\$75 per flight	\$94 per flight

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

G. International – Other fees

International Per Use Fees		
	<u>With Agreement</u>	<u>Without Agreement</u>
FIS Fee	\$7.00 per deplaned passenger	\$9.00 per deplaned passenger

NOTE: The FIS Area Fee is assessed to air carriers that have deplaned passengers using the FIS facilities.

H. Common Use

Common Use		
	<u>With Agreement</u>	<u>Without Agreement</u>
Ticket Counter (CUTE) (per position)	\$30 per hour, prorated in 20 minute increments	\$40 per hour, prorated in 20 minute increments
CUTE Kiosk Use (with non-CUTE ticket counter)	\$15 per departure	N/A
Boarding Device – FIS Arrivals Only	\$75 per arrival	\$94 per arrival
Outbound Baggage without CUTE ticket counter (per departure)	\$130 per departure	\$160 per departure
CUTE Equipment Use at Leased Gate	\$1,300 per month*	N/A
CUTE Equipment Use at Leased Ticket Counter	\$650 per month per position*	N/A

*Per month for any leased gate or ticket counter position that has MDOT MAA installed CUTE equipment but is leased preferentially by an airline.

Common Use - Holdroom (all fees are per use)		
	<u>With Agreement</u>	<u>Without Agreement</u>
Passenger Holdroom Commuter terminal no boarding device	\$90	\$115
Passenger Holdroom 99 seats or less and boarding device	\$250	\$315
Passenger Holdroom 100 to 199 seats and boarding device	\$425	\$530
Passenger Holdroom 200 seats or more and boarding device	\$600	\$750

NOTES:

- 1) Covers per turn, departure or non-FIS Arrivals.
- 2) If parking longer than three hours, aircraft parking fees (Section B) apply in addition to the holdroom fee.

I. Non-Airline Passenger Terminal Fees

Non-Airline Passenger Terminal Fees Per square foot per annum (psfpa)		
	<u>Space</u>	<u>Rate</u>
1.	Shop Space - Unfinished	\$150
2.	Office with Public Access	\$150
3.	Office with Restricted Access	\$120
4.	Storage – Unfinished non-air-conditioned	\$100
5.	Public Counter/Kiosk	\$200
6.	Public Queuing Space	\$40

J. Miscellaneous Fees

Miscellaneous Fees		
	<u>Space</u>	<u>Fee</u>
1.	Elm Road Air Cargo Building Non-air-conditioned warehouse space	\$11.55 psfpa
	Air-conditioned office space	\$16.76 psfpa
	Truck parking/ramp space Ground rent	\$1.33 psfpa

Miscellaneous Fees		
	<u>Space</u>	<u>Fee</u>
2.	Ground Handling Fee	5% of gross revenue from companies having agreements with the MDOT MAA that grant those companies the right to provide ground handling and other technical services to tenant and non-tenant airlines at the Airport.
3.	Airfield Ramp Space	\$1.33 psfpa
4.	Filming Location Fee (movie companies, television shows, etc., which are filmed on Airport property) ¹	Up to 4 hours - \$420 4 to 8 hours - \$840 8 to 24 hours - \$1,260
5.	Assigned Truck Parking Spaces/North Cargo	\$94 per space per month
6.	Fiber Optic Lease:	\$0.2195 per linear foot of leased fiber optic cable per annum 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/doingbusinesswith/maa/telecom/index.html
7.	Special Event Fees ² : Land Rental	\$1.29 psfpa
8.	Conference Room Use Fee	<u>Terminal Conference Room</u> : \$55 per hour or any portion thereof
9.	Observation Gallery Rental ³	<u>Observation Gallery</u> : Monday – Thursday: \$1,110 Friday – Sunday: \$1,670 Rates for up to 4 hours, prorated in 2 hour intervals
10.	Mathison Overflow Lot Truck Parking	\$105 per space per month

Miscellaneous Fees		
	<u>Space</u>	<u>Fee</u>
11.	Parking Lot Ground Rent	All fees below are psfpa
	Mathison Midfield	\$0.66
	Mathison Overflow	\$0.76
	East employee lot	\$0.65
	West employee lot	\$0.65
	Overflow Gold Lot	\$0.52
	Amtrak Way Lot	\$1.50
	Old ESP Lot A	\$0.58
	Old ESP Lot B	\$0.65
	Pink Lot	\$0.8043
	Ground Transportation Staging	\$0.9783
12.	Ground Service Equipment Buildings	GSEB #123, #129, #134
	Building Rental	\$22.38 psfpa
	Land Rental	\$1.21 psfpa
13.	Ground Transportation - Per trip fee	\$2.50 per trip inbound \$2.50 per trip outbound

All questions and/or comments relating to the foregoing standard rates and fees may be directed to the MDOT MAA Office of Finance at 410-859-7930.

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John A. Stewart
 Director
 Office of Airport Operations

¹ For complex filming, location agreements must be negotiated with the MDOT 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 MDOT MAA, will be reimbursed to the MDOT MAA. Such expenses may be necessary to ensure the safety, security, and smooth operation of the Airport. Compensation to the MDOT MAA employees required to work the filming over and above normal working hours will be reimbursed to the MDOT MAA.

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

³ Requests for use must be made to AeroService Group (410-850-4846) and require an executed licensee agreement with the MDOT MAA. Complete procedures can be found in the MDOT MAA *Observation Gallery Fee Collection and Remittance Procedures*.