



CITY OF BANGOR – AIRPORT COMMITTEE

Tuesday, January 12, 2016

Immediately following the Infrastructure Committee meeting

Meeting Agenda

1. Airport's Jet A & AVGAS Fuel Supply contract – renewal agreement with Irving Oil.
(Draft Council Action & Order attached.)
2. Republic Parking – Airport parking annual report by Parke Clemons, General Manager.
(Memo and report attached.)
3. Airport statistics – December 2015.
(If available - Materials presented at meeting.)
4. Unmanned Aircraft Systems (UAS's) / Drones – Assistant Director Canders will provide the Committee with an update on this topic.



MEMORANDUM

To: Airport Committee

From: Tony Caruso Airport Director

CC: Cathy Conlow, City Manager

Re: Republic Parking – Airport's parking update

Date: January 6, 2016

Parke Clemons, General Manager for Republic Parking Systems, will be presenting to the Airport Committee the airport's annual parking update. This review will include a report of 2015's annual operations, as well as providing recommendations for consideration.



Annual Parking Report
For
Bangor International Airport

December 2015

Prepared by:

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SUMMARY

The following is Republic Parking System's annual review of the Bangor International Airport's paid parking system. This report reviews our current operations and then makes recommendations as needed. We are making two recommendations this year for consideration: parking lot condition assessment and a new Cell Phone lot.

CURRENT OPERATIONS

Main Lots – Hourly and Long Term

The main lots are for airport customers who park for a short term of time (Hourly lot) or for longer periods (Long Term lot). Customers enter the lots through one of four entrance lanes and pay at the exit via one of three exit lanes: a cashier lane (that is staffed 24-7), a credit card only lane and an auto-cashier lane which calculates fees, accepts payment in cash or credit cards and dispenses change as needed.

Shuttle Lot

The Shuttle lot was created in 2013 to meet the increasing demand for long term parking during the peak travel period. This period starts in mid-February and continues through the first of May. Customers are given the option to park in either the Long Term lot or the Shuttle lot when space is available in both. Signage (both roadside and electronic) as well as information on the Airport's website directs parkers to the Shuttle Lot. When the Daily lot fills, it is closed completely and all long term parkers are directed to the Shuttle Lot.

Usage

Usage of the lots varies throughout the year. The highest use of the Hourly lot is in the summer when visitors come TO Maine. Family and friends use this lot to pick up and drop off passengers. The Long Term and Shuttle lots see the highest usage in the winter months when travelers fly OUT of Maine to southern climates.

The following chart shows the actual combined overnight inventory of the Long Term and Shuttle lots. Usage hit its peak in 2013, which was a banner year for the Airport. Since that year, we have seen a steady decline that can be attributed to the falling value of the Canadian dollar. This, in turn, reduces the number of Canadian travelers using the Airport.

RECOMMENDATIONS

Lot Condition Assessment

The majority of the Long Term lot was built and paved 24 years ago and has not been repaved since. As such, the lot has significant deterioration as the pictures below reveal:



Three years ago, the Airport had a portion of the Short Term lot milled and paved. Two years ago Short Term was completed and a portion of the Long Term was paved. No paving will be done in FY 2015.

The milling and paving process revealed areas of the lot that have poor base materials. In these areas, the old materials were removed and replaced with a suitable base before applying new pavement.

We recommend that the Airport initiate an assessment of the remaining old lot. This assessment would identify what actions are required, prioritize a repair program and help with the budgetary process for the repairs and paving.

Cell Phone Lot

Portland, Manchester, and now Burlington all have what is known as a Cell Phone lot. This is a lot or a small area beside the road where people can wait with their vehicles until their passenger arrives. The passenger then calls the driver who proceeds to the front of the terminal for pick up.

Over the past few years, we have noticed an increase in drivers waiting in their vehicles for passengers. However, rather than being in a designated area, drivers park along Godfrey Boulevard, in front of the terminal or simply circle around and around until their passenger arrives.

We recommend that the Airport look at areas around the Airport that could be used as a free Cell Phone lot. This area could be as small as 12 spaces used specifically for this purpose.

Date: January 25, 2016

Item/Subject: ORDER, Authorizing the execution a contract extension between Irving Oil, Inc. and the City of Bangor for a fuel supply agreement at Bangor International Airport.

Responsible Department: Airport

Commentary:

This Order will authorize a contract extension with Irving Oil, Inc. for the supply of jet fuel and avgas to the Bangor International Airport. The supply agreement allows for the automatic renewal for up to three (3) successive three (3) year terms. Throughout the initial 3 year term and the first 3 year extension, Irving Oil has been a responsive partner for fuel supply to the Airport, and have been very reliable with supplying quality product. The proximity of the Irving refinery allows them to be price competitive in our market and they have been active in pursuing and assisting with establishing new business to our Airport.

If approved, this Order will authorize the City Manager to execute a 3 year contract extension between Irving Oil, Inc and the City of Bangor with similar terms and conditions outlined in current agreement. This renewal contract will be in final form as approved by City Legal.

Tony Caruso
Department Head

Manager's Comments:

City Manager

Associated Information:

Budget Approval:

Finance Director

Legal Approval:

City Solicitor

Introduced for
 Passage
 First Reading
 Referral



CITY OF BANGOR

Assigned to Councilor: _____

(TITLE.) ORDER,

Authorizing the execution a contract extension between Irving Oil, Inc. and the City of Bangor for a fuel supply agreement at Bangor International Airport.

WHEREAS, The City of Bangor owns and operates the Bangor International Airport; and

WHEREAS, Bangor International Airport and Irving Oil, Inc. are interested in renewing the current fuel supply agreement; and

WHEREAS, The supply agreement allows for the automatic renewal for up to three (3) successive three (3) year terms.; and

WHEREAS, Throughout the initial 3 year term and the first 3 year extension, Irving Oil has been a responsive partner for fuel supply to the Airport, and have been very reliable with supplying quality product; and

WHEREAS, It would be advantageous to both parties to renew this agreement.

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF BANGOR, That

The City Manager is authorized to execute a 3 year c ontract extension between Irving Oil, Inc. and the City of Bangor for a fuel supply agreement at Bangor International Airport. Said agreement shall be in final form as approved by the City Solicitor or Assistant City Solicito r.



MEMORANDUM

To: Airport Committee

From: Tony Caruso Airport Director

CC: Cathy Conlow, City Manager

Re: Unmanned Aircraft Systems (UAS's) / Drones

Date: January 6, 2016

Assistant Director James Canders will provide the Committee with a briefing on the topic of unmanned aircraft systems, also known as drones. There has been much media attention on the operation of drones and the airport will provide Committee members with additional information on how BGR is working with the FAA and the local community.