



September 27, 2021

Subject: 2022-2023 Oakland Airport Ground Transportation Operator: Vehicle Registration and New Rates

To All Ground Transportation Operators Doing Business at Oakland Airport:

On January 1, 2021, the Board of Port Commissioners approved Port Ordinance #4579 which includes new Rules and Regulations for Oakland International Airport (OAK). This followed a year-long process during which time Ground Transportation (“GT”) stakeholders were invited to provide input and were advised by Airport staff about proposed changes. The new Airport Rules and Regulations took effect on January 1, 2021.

For GT Operators doing business at OAK, the new Rules and Regulations include two significant changes. First, there will be new Permit Renewal Periods for GT Operators. All GT Operators doing business at OAK will need to renew their permits by the end of the calendar year, to legally operate at OAK between January 1 and December 31 of the subsequent calendar year. The new Rules and Regulations provide more flexible Permit Renewal Periods, and the Airport will pilot a biannual Permit period for each GT mode. As shown in the following table, renewals for each mode will occur during specific Permit Renewal Periods lasting two weeks. Staggering the renewal process should improve customer service.

GT Mode	Permit Renewal Periods	New Permit Required By
1. Off-Airport Parking Operators	October 15-31, 2021	January 1, 2022
2. Hotel / Motel Operators	October 1-14, 2021	January 1, 2022
3. Limousine Operators	October 1-31, 2021	January 1, 2022
4. Charter & Scheduled Buses	November 1-15, 2021	January 1, 2022
5. Taxicab Operators	November 1-15, 2021	January 1, 2022
6. Door to Door Shuttle Operators (all)	November 1-15, 2021	January 1, 2022
7. TNC Operators	December 1-15, 2021	January 1, 2022

Operators must complete and submit their renewal paperwork during the appropriate period.

Online permit application packages are available at www.oaklandairport.com/permits/.

The electronic application allows for faster and more efficient processing. Only if absolutely necessary you may print an application from the website. Paper applications will not be available for pickup.

Airport staff will process permits for two weeks following each Permit Renewal Period and will advise Operators/Companies of any outstanding items needed to complete their renewal process.

If Operators do not turn in their renewal paperwork during the applicable Permit Renewal Period ending 12/31/2021, differential renewal fees will be assessed and there is no guarantee that Operators will receive their permits before the New Permit Required date. Once new permits for 2022/2023 are issued, Operators must display the new stickers by the date(s) shown above. A failure to display a new permit by these dates will be a violation of the Airport Rules and Regulations.

The second notable change in the new Rules and Regulations is the introduction of online payment for Permit application fees and trip and transponder fees. This requires that all GT operators doing business at (OAK) have a valid credit card on file in the payment portal.

Subsequent notification will be sent to Operators closer to their Permit Renewal Periods and include renewal instructions. To reiterate GT Operators and companies must submit completed registration forms during the applicable Permit Renewal Period, shown above. Excluding TNC's, all GT Operators must provide current copies of vehicle registrations, driver rosters, and insurance information for your fleet.

If you have any questions, please contact Airport Ground Transportation.

oakgtpermits@portoakland.com

Thank you for your cooperation.

Sincerely,



Jon Cimperman
Airport Operations Manager,
Landside Ground Transportation and Parking Services

APPENDIX A
to
OAKLAND INTERNATIONAL AIRPORT
RULES AND REGULATIONS

AIRPORT MASTER FEE SCHEDULE

Section	Description	Fee
2.2(j)(7)	Fine for failure to report Airport Security Badge that is lost, stolen, or for which there is no longer any Official Business Purpose	\$150
2.2(j)(8)	Fine for unreturned Airport Security Badge	\$500
2.2(j)(9)	Fee for replacement Airport Security Badge <i>(Supersedes any contrary provision in another duly adopted ordinance (as amended) imposing rates and charges at the Airport)</i>	1 st Replacement: \$100 2 nd Replacement: \$150 3 rd Replacement: \$200
8.1(d)	Airport Permit Application Fee	Qualified Operator: \$300 Partially Exempt Qualified Operator: \$222 Exempt Qualified Operator: \$444 Qualified Operator Applying for Temporary Operating Permit: \$25
8.1(e)	Operator Transponder Fee	\$50 per Vehicle
8.1(m)(3)	Airport Permit Renewal Fee	Before end of Permit Period: \$200 Up to 30 days after end of Permit Period: \$250
8.2(b)	Taxi Permit Application Fee	\$300
8.2(c)(1)	Taxi Permit Renewal Fee	Before end of Permit Period: \$200 Up to 30 days after end of Permit Period: \$250
8.2(h)	Taxi Permit Transfer Fee	\$50
8.5(b)(6)	Taxi Transponder Fee	\$50

Section	Description	Fee
8.5(d)	Off-Site Vehicle Inspection Fee <i>(Distance calculated for travel using publicly accessible roadways from 1 Airport Drive, Oakland)</i> <i>(Inspection fee is non-refundable if canceled after Port staff commenced travel to the site)</i>	Inspection Fee for Site 30 Miles or Less: \$805 Inspection Fee for Site Over 30 Miles: \$1,525 Fee for Inspections Cancelled Without at least Two (2) Business Days' Written Notice: \$100
8.7(a)(1)	Limousine Per Trip Fee	*Non-Alternative Fuel Vehicle: \$3.70 *Alternative Fuel Vehicle: \$3.35
8.7(a)(2)	Door-to-Door On-Demand Shuttle Per Trip Fee	*Non-Alternative Fuel Vehicle: \$3.70 *Alternative Fuel Vehicle: \$3.35
8.7(a)(3)	Door-to-Door Reservation Shuttle and Scheduled/Charter Operator Per Trip Fee	*Non-Alternative Fuel Vehicle: \$3.70 *Alternative Fuel Vehicle: \$3.35
8.7(a)(4)(i)	Hotel Courtesy Vehicle Per Trip Fee	\$3.35
8.7(a)(4)(ii)	Parking Courtesy Vehicle Per Trip Fee	\$3.35
8.7(a)(5)	Airport Permit Dwell Time Fee	\$0.50 per minute (or portion thereof) in excess of 30 minutes, not to exceed \$50 per instance
8.7(a)(6)	Partially Exempt Qualified Operator Annual Fee Exempt Qualified Operator Annual Fee	Partially Exempt Qualified Operator: \$222 Exempt Qualified Operator: \$444
8.7(b)(2)	Airport Permit Security Deposit	\$500 for first five (5) Vehicles and \$50 for each Vehicle thereafter
8.7(c)	Taxi Per Trip Fee	*Non-Alternative Fuel Vehicle: \$3.70 *Alternative Fuel Vehicle: \$3.35
8.7(d)	Taxi Lost/Damaged Transponder Fee	\$50
8.7(e)(1)	TNC Per Trip Fee	*Non-Alternative Fuel Vehicle: \$3.70 *Alternative Fuel Vehicle: \$3.35
8.7(e)(3)	TNC Security Deposit	Amount equal to three (3) months of the Monthly Permit Fee, as determined by the Port

** The Port shall determine, in its sole and reasonable discretion, which Vehicles are Alternative Fuel or Non-Alternative Fuel.*