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# Merrill Field Airport

*Anchorage: Performance. Value. Results.*

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## Mission

Safely operate and maintain Merrill Field Airport to meet the aviation and business needs of our customers.

## Core Services

- Maintain runways, taxiways, and aircraft parking aprons in a safe and secure condition.
- Provide space to operate and park aircraft.
- Provide lease space for private enterprises to support air transportation.

## Accomplishment Goals

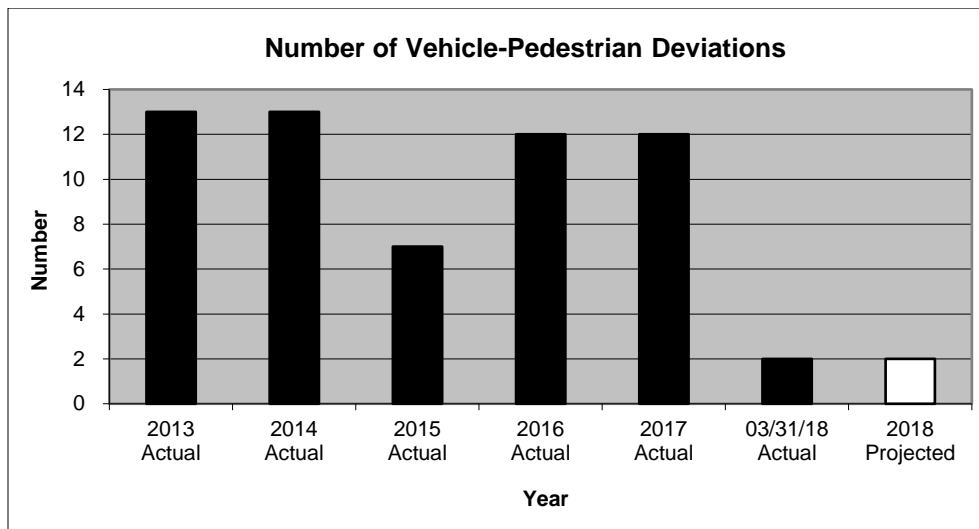
- Reduce the number of vehicle-pedestrian deviations (VPDs) - unauthorized entry into restricted areas.
- Provide sufficient aircraft parking area and business lease space to meet public demand.
- Repair and improve surface conditions on all Runway operating surfaces with a Pavement Condition Index (PCI) below 70 and all Taxiway, Apron & Roadway operating surfaces with a PCI below 60 (on a scale of 1 – 100 with 100 being the best condition).

## Performance Measures

Progress in achieving goals will be measured by:

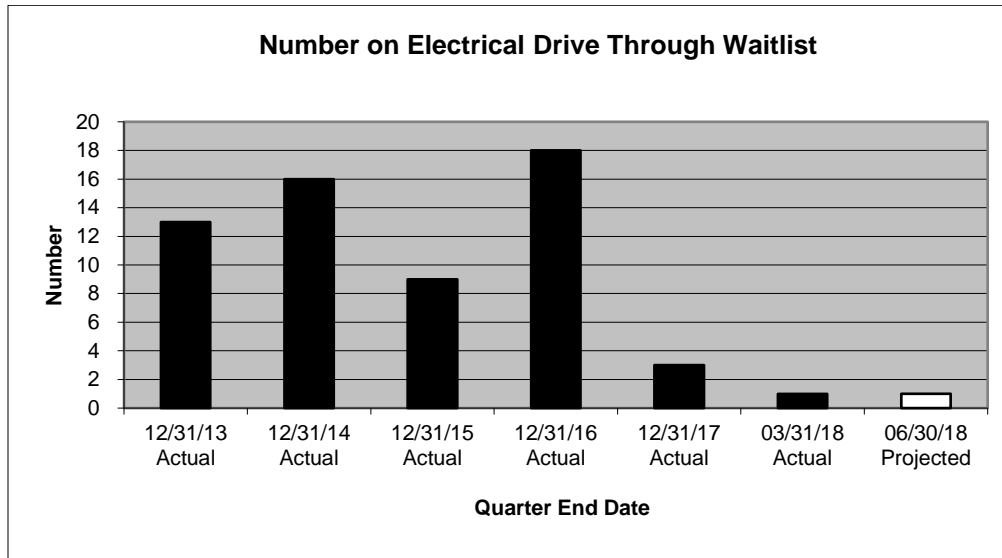
<b>Measure #1: Number of Vehicle-Pedestrian Deviations (VPDs)</b>
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2017 Actual	03/31/18 Actual	2018 Projected
12	2	2



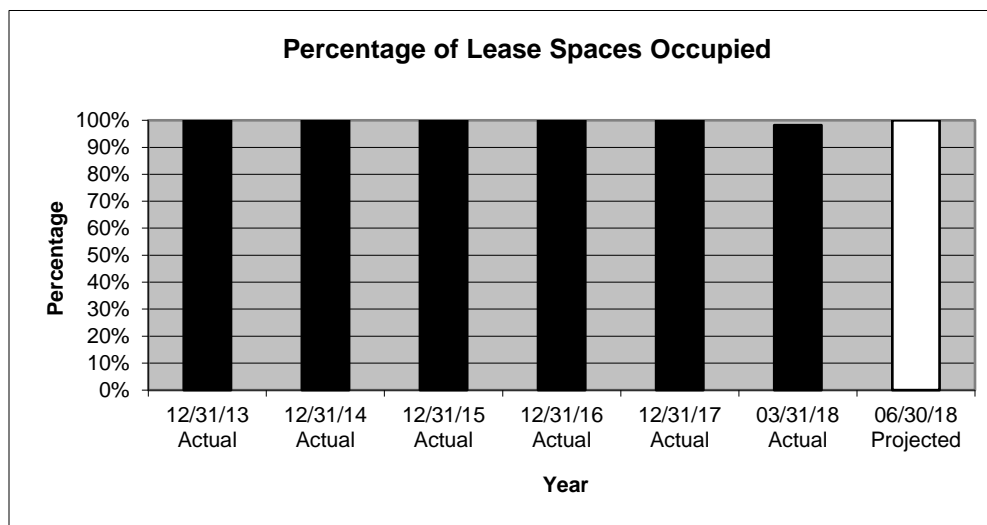
**Measure #2: Number of unfulfilled requests for aircraft parking space – Electrical Drive Through**

12/31/17 Actual	03/31/18 Actual	06/30/18 Projected
3	1	1



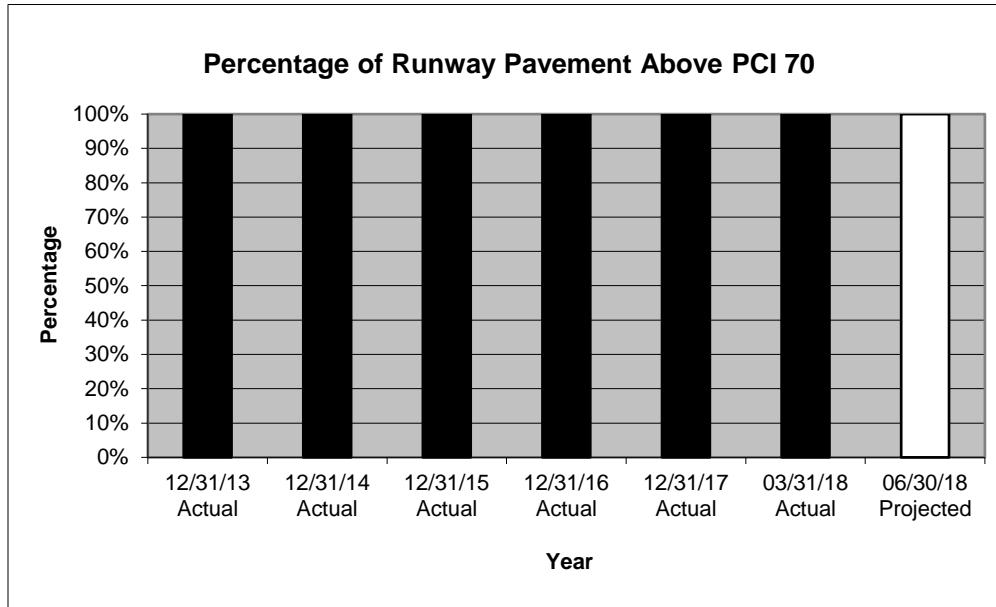
**Measure #3: Percentage of lease spaces currently leased**

12/31/17 Actual	03/31/18 Actual	06/30/18 Projected
(54/54)	(55/54)	(55/55)
100.00%	98.18%	100.00%



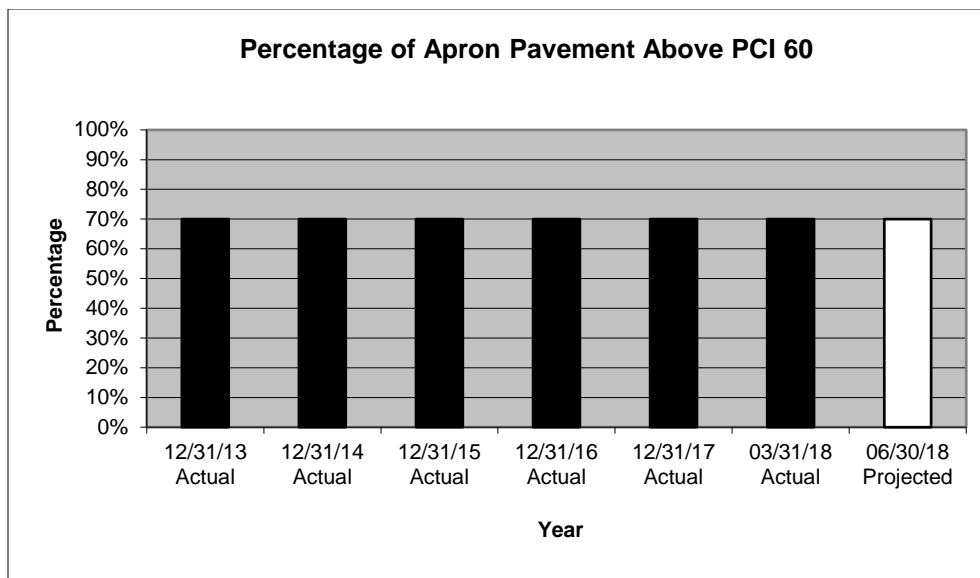
**Measure #4: Percent of runway pavement above the minimum PCI value of 70**

12/31/17 Actual	03/31/18 Actual	06/30/18 Projected
100%	100%	100%



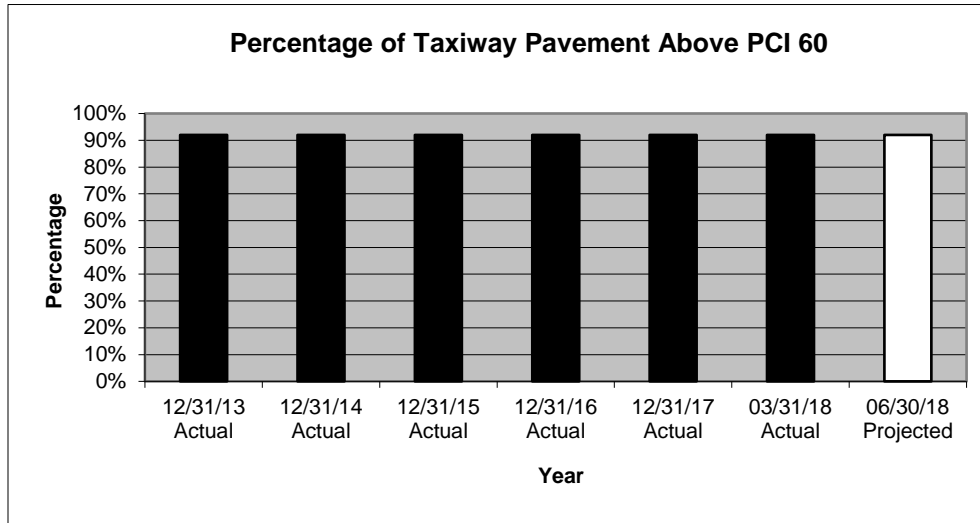
**Measure 5: Percent of apron pavement above the minimum PCI value of 60**

12/31/17 Actual	03/31/18 Actual	06/30/18 Projected
70%	70%	70%



**Measure #6: Percent of taxiway pavement above the minimum PCI value of 60**

12/31/17 Actual	03/31/18 Actual	06/30/18 Projected
92%	92%	92%



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**Performance Measure Methodology Sheet**  
**Merrill Field Airport**

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**Measure 1: Number of vehicle-pedestrian deviations (VPDs) - unauthorized entry into restricted areas**

**Type**

Effectiveness

**Accomplishment Goal Supported**

Improve safety conditions by reducing the number of vehicle-pedestrian deviations

**Definition**

Measures the effectiveness of the airport's security efforts (fencing, lighting, public address loudspeakers, security cameras, and other deterrents) by focusing on the number of vehicle-pedestrian deviations experienced

**Data Collection Method**

The data is collected from both FAA and Merrill Field records.

**Frequency**

This measurement is performed monthly and reported both quarterly and as an annual total.

**Measured By**

The Assistant Airport Manager corroborates information provided by FAA and stores the data in an Excel spreadsheet.

**Reporting**

The Finance Manager maintains a quarterly report in Excel from the data received from the Assistant Airport Manager. The information is displayed both numerically and graphically.

**Used By**

The Airport Manager uses the information to track the overall effectiveness of the Airport's security efforts. The report is presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

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**Performance Measure Methodology Sheet**  
**Merrill Field Airport**

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**Measure 2: Number of unfulfilled requests for aircraft parking space**

**Type**

Efficiency

**Accomplishment Goal Supported**

Increase the customer base by providing sufficient aircraft parking areas

**Definition**

Measures the efficiency of the aircraft parking waitlist program by focusing on the number of waitlist customers

**Data Collection Method**

The calculation is performed by determining the number of customers on the waitlist.

**Frequency**

The measurement is performed at the end of each quarter.

**Measured By**

The Service Administrator retrieves the appropriate waitlist information from the airport waitlist database and stores the data in an Excel spreadsheet.

**Reporting**

The Finance Manager maintains a quarterly report in Excel from the data provided by the Service Administrator. The information is displayed both numerically and graphically.

**Used By**

The Airport Manager uses the information to track the overall efficiency of the aircraft parking waitlist program. The report is presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

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**Performance Measure Methodology Sheet**  
**Merrill Field Airport**

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**Measure 3: Percent of lease space currently leased**

**Type**

Effectiveness

**Accomplishment Goal Supported**

Provide sufficient business lease space to meet public demand

**Definition**

Measures the effectiveness of the airport's leasing policy by focusing on the number of developed and undeveloped lease spaces on the airport

**Data Collection Method**

The calculation is performed by comparing the number of spaces available for new leases to the total number of lease spaces on the airport. An additional calculation is performed by dividing the square feet of lease space occupied by the total square feet of lease space on the airport, the result being expressed as a percentage occupied.

**Frequency**

The measurement is performed quarterly at the end of each quarter.

**Measured By**

The Leasing Specialist retrieves the appropriate leasing information from the airport leasing database and stores the data in an Excel spreadsheet.

**Reporting**

The Finance Manager maintains a quarterly report in Excel from the data provided by the Leasing Specialist. The information is displayed both numerically and graphically.

**Used By**

The Airport Manager uses the information to track the overall effectiveness of the airport's leasing policy. The report is presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

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**Performance Measure Methodology Sheet**  
**Merrill Field Airport**

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**Measures 4, 5, and 6: Percent of Airport operating surfaces above the minimum  
Pavement Condition Index (PCI) values**

**Type**

Effectiveness

**Accomplishment Goal Supported**

Maintain the airport operation surfaces in a safe and usable condition

**Definition**

Measures the effectiveness of the airport's pavement maintenance program by reporting the percentage of airport operating surfaces that are above established minimum Pavement Condition Index (PCI) values. (PCI of 70 or higher on Runways, and PCI of 60 or higher on Taxiways, Aprons, and Roadways on a scale of 1 – 100, with 100 being the best condition. The PCI system was developed by the Army Corps of Engineers.)

**Data Collection Method**

Specialized equipment is used and professional inspection made of all airport operating surfaces under the guidelines established for the Pavement Condition Index system. The methodology provides a fair and relevant representation of the total population of all airport operating surfaces.

**Frequency**

The measurement is performed bi-annually during the summer months. Rehabilitation of Airport runways, taxiways, and aprons increases the PCI of the improved surface, so a computation based on the square footage raises the PCI during the period between official measurements.

**Measured By**

A State of Alaska Department of Transportation engineer takes the measurements. Data is stored and made available on a State operated website which presents information, including PCI, at most Alaskan airports.

**Reporting**

The Assistant Airport Manager summarizes the information from the State website at the end of each summer season for which measurements are taken and provides it to the Finance Manager, who maintains a quarterly report in Excel. The information is displayed both numerically and graphically.

**Used By**

The Airport Manager uses the information to track the overall effectiveness of the airport's pavement maintenance program. The report is presented to the Municipal Manager at staff meetings and the public via the Municipal Website.