



Stillwater Regional Airport Authority
2020-1 West Airport Road
Stillwater, Oklahoma 74075

Office: 405.372.7881
Fax: 405.372.8460

Web: www.Stillwater.org

STILL PIONEERING

REPORT TO AIRPORT AUTHORITY

SRAA-16-68

Date of Meeting: December 15, 2016

Subject: Consider Aspen Coffee proposal for temporary coffee vending equipment lease

Purpose of Report: Authorize Airport Director to enter equipment lease for coffee service

Background Discussion: Airport staff has been working to provide vending services to meet the needs of the passengers. Currently we have vending in place for cold drinks and snacks in the main terminal and in the departure terminal. Airport staff continues to receive requests for coffee to be available around the departing flights for early morning and mid-day.

To meet the needs of our customers, we have discussed in detail the possibility of leasing commercial equipment and purchasing supplies from Mr. Jeremy Bale of Aspen Coffee Company. Under this agreement Aspen Coffee would service and maintain all the equipment and provide the supplies on an as needed basis. The coffee setup and operation would be managed by airport staff.

The actual coffee service would be self-serve with an honor system fee or have a point of sale electronic collection at the time of service. The service would be made available in the main terminal and the departure terminal depending on the demand.

Recommendation: Airport staff recommends Authority approval to authorize the Airport Director to enter into an agreement with Aspen Coffee Company to provide coffee equipment and supplies for coffee service in the airport terminal.

Prepared by: Gary Johnson

Date of Preparation: December 13, 2016

Attachments: 1 (Aspen Coffee Proposal)