

Department of Port Control

Ordinance No.: 443-2023

Executive Summary

The Department of Port Control is requesting authority to exercise the first of one (1) five year option to renew for Lease No. LS 2018*021 with the United States of America, acting through the General Services Administration (“GSA”) on behalf of the Transportation Security Administration for the lease of certain space in the terminal at Cleveland Hopkins International Airport for the purpose of general office, break rooms, and storage in support of the passenger security checkpoints and other essential security needs in conjunction with the operation of the airport, for the Department of Port Control.

Background/Purpose:

On August 1, 2018 the Department entered into City Contract Lease Agreement No. 2018-021 with GSA under the authority of Ordinance 674-18, passed by City Council on July 18, 2018 for the use and occupancy of approximately 4,442 square feet of space located throughout the terminal building at CLE for the purpose of general office, break rooms, and storage in support of the passenger security checkpoints and other essential security needs in conjunction with the operation of CLE (“Lease”). The current initial term expires on July 31, 2023.

The Department and GSA is desirous of exercising the only option, equal to five (5) years under the authority of Cleveland City Council.

Scope:

The following are provisions are contained in the lease agreement:

- (A) The leasehold premises shall be approximately 4,442 square feet of space located in the main terminal building at CLE.
- (B) The leased premises will be used for the purpose of general office, break rooms, and storage in support of passenger security checkpoints and other essential security needs in conjunction with operation of CLE.
- (C) The annual rental rate is payable in twelve equal monthly installments and is determined by 2023 budgeted rates and charges for non-airline space. The amount is subject to annual change based on the airports’ approved rates and charges calculation during the annual budget process.

Justification /Urgency:

The lease of the space is necessary to maintain TSA’s general office, break rooms, and storage in support of passenger security checkpoints and other essential security needs in conjunction with operation of CLE.

Anticipated Cost:

None

Schedule or Term of Contract:

N/A

Current Contract:

Name	Contract No.	Expiration	Amount
Transportation Security Administration/GSA	LS 2018*021	7/31/2023 Initial Term 7/31/2028 Option Term	\$62,127.12/month

Employee Demographics:

Total number of employees – 366

Number of employees that are minorities – 102

Number that are women – 151

Number that are City of Cleveland Residents - 6