

Department of Port Control

Ordinance No.: 481-2023

Executive Summary

The Department of Port Control (“Department”) is requesting authority to enter into one or more maintenance and repair agreements to provide repairs, preventative maintenance, and renovation services for leased, City owned, passenger boarding bridges (“Jet Bridge”), for a period of one year, or until full reimbursement has occurred.

Background/Purpose:

The City of Cleveland entered into lease agreements with five signatory airlines in January 2017, which included leasing City owned jet bridges. The lease provides that the City shall be responsible for the repair, maintenance, and upkeep of any City-owned jet bridge. The City has determined that it is necessary to conduct maintenance and repairs to prevent further deterioration to the jet bridges, and is in the best interest of the City to enter into a maintenance and repair agreement with the airlines to arrange for these services to be executed.

Scope:

The scope of work will be to repair, maintain, and renovate the interior and exterior of the leased City owned jet bridges. These services shall be performed in a sustainable manner as to preserve the serviceability of the jet bridge’s, at the lowest operating and maintenance costs, while ensuring compliance to general safety and aviation related legislation. The following provisions are to be contained in the agreement:

- (A) With prior written approval of the Director or his designee, Airline shall design a program to provide the repairs, preventative maintenance and renovation services required on an as-needed basis.
- (B) Airline shall determine the scope of repairs needed, obtain repair estimates and arrange for the supervision and administration of the repair and maintenance work.
- (C) Each subcontractor proposed by Airline, must be approved by the Board of Control

(D)Maximum Compensation shall be paid as a reimbursement to the Airline for actual documented expenditures upon completion. Total compensation shall not exceed \$200,000 per Airline.

Anticipated Cost:

\$200,000 per Airline (total of 5 Airlines)

Not to exceed \$1,000,000

Schedule or Term of Contract:

One year, or until full reimbursement has occurred.