

Department of Port Control

Ordinance No.: 769- 2023

Executive Summary

The Department of Port Control is requesting authority to enter into a new lease with the United Service Organizations, Inc. of Northern Ohio (“USO”) for the lease of a lounge and office space located in the Main Terminal Building at Cleveland Hopkins International Airport.

Background/Purpose:

Under the authority of Ordinance Number 622-2019, the Department executed and entered into a Lease Agreement, on October 1, 2019, with the USO for the lease of certain city owned space on the north end of baggage claim level at Cleveland Hopkins International Airport.

Aforementioned space is used by the USO for the as a lounge, office and support area for the military service members deploying or returning to the Northeast Ohio area via CLE.

The USO and the Department are requesting a term of two (2) years with three (3) one-year options to renew, exercisable by the Director of Port Control.

Scope:

The following are the material provisions to be contained in the Lease:

(A) The Director of Port Control is authorized to enter into a lease for the use and occupancy of approximately 1,217 square feet of space (“Leased Premises”) located on the baggage claim level at CLE.

(B) The Leased Premises shall be used for the Bob Hope USO Lounge and office.

(C) USO shall pay the City an annual rental rate of \$1.00.

Justification/Urgency:

The space is needed by USO to continue to support its mission of strengthening America's military service members by keeping them connected to family, home and country, throughout their service to the nation.

Anticipated Cost: None.

Schedule or Term of Contract:

The Department is requesting a term of two (2) years with three (3) one-year options to renew, exercisable by the Director of Port Control.

Current Contract:

Name	Contract Number	Term/Expiration	Amount \$
United Service Organizations, Inc.	2019*0220	(2) yrs. w/ 3 (1)yr. options to renew 9/27/2024	\$1.00 per annum

Employee Demographics:

Total number of employees – 1

Number of employees that are minorities – 0

Number of employees that are women – 1

Number of employees that are City of Cleveland residents –0