

Department of Port Control

Ordinance No.: 660-2023

EXECUTIVE SUMMARY

The Department of Port Control (“Department”) is requesting authority to enter into a new lease agreement with Unifi Aviation, LLC (“Unifi”) to lease certain city-owned property in the passenger terminal building at Cleveland Hopkins International Airport (“CLE”).

Background/Purpose:

Unifi is the largest ground handling & aviation services company in North America. Well-known and well respected for their innovative and agile operations, Unifi serves the airline industry providing a full scope of aviation services. Said services include but not limited to:

- Ramp and passenger handling
- Cabin and cargo services
- Operations and load control
- Aircraft and ground support equipment maintenance

Aer Lingus, an international carrier with transatlantic flights is new to the Cleveland market, has contracted with Unifi, as the ground handler of record at Cleveland Hopkins International Airport (“CLE”). Unifi will provide both above and below the wing services for the carrier. Unifi is also the ground handler for Delta Air Lines at CLE.

Unifi is desirous to enter into a lease agreement for approximately 184 square feet of office space, located in the passenger terminal building on Concourse C, for the use of an office, break room facility and for other ancillary duties to support the ground handling services for Aer Lingus Airlines.

The Department is requesting authority for a term of one (1) year with three (3) one-year options to renew, exercisable by the Director of the Department of Port Control.

Scope:

The following are the material provisions:

- (A) The Director of Port Control is requesting authority to enter into a new lease for the use and occupancy of approximately 184 square feet of office, break room facility and for other ancillary duties to support the operation. Located in the passenger terminal building of CLE. The Director without further authority can exercise the option terms.

(B) The Leased Premises shall be used to support the ground handling services and other ancillary duties for the international carrier – Aer Lingus.

(C) Lessee shall pay the City an annual rental rate based on the airports’ annual rates and charges calculation, subject to annual changes based on the formula outlined in the Master Lease and Use Agreement; adjustment each January 1st.

Justification/Urgency:

This space is needed by Unifi in order to provide ground handling services to the new entrant; international carrier, Aer Lingus. The services will be extended to the passenger, crew and aircraft support/operations for transatlantic flights to Dublin, Ireland.

Anticipated Cost:

N/A

Schedule or Term of Contract:

The Department is requesting a one (1) year term with three (3) one-year options to renew, exercisable by the Director of Port Control.

Current Contract:

Entity Name	Contract Number	Expiration/Term	Annual Amount
Unifi Aviation, LLC.	License Agreement Codified Ordinance # 183.16	9/4/2023	\$2,442.36/mo.