

## Department of Port Control

Ordinance No.: 1042-2022

Section: Development & Lease  
Administration

### Executive Summary

The Department of Port Control is requesting authority to exercise the first option of city Agreement No. 2019\*020 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 (“CLE”), the term was set for a period of two (2) years with three (3) one-year options to renew, the first of which requires additional legislative authority.

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### **Background/Purpose:**

The Department entered into an agreement on October 1, 2019 with the USO under the authority of Ordinance No. 622-2019 for their current space located at CLE. The Department is requesting to exercise the first of three option to renew, which requires additional legislative authority.

### **Scope:**

The following are the material provisions 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 to exercise the first of three one year options to renew; the first option is subject to additional legislative authority.

**Current Contract:**

Name	Term/Expiration	Agreement Number	Amount
United Service Organizations, Inc.	9/27/2024 (2)yrs. w/ 3 (1) yr. options to renew	2019*020	\$1.00/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