

## Department of Port Control

Ord. No.: 837-2024

### EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to enter into one or more contracts to provide on-call professional services necessary to appraise real, personal, and other interests in real property, on an as-needed basis for the various divisions of the Department of Port Control for a period of one year, with three one-year options to renew exercisable by the Director of Port Control.

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#### **Background:**

The City of Cleveland through the Department of Port Control (“Department”) owns and manages various properties at Cleveland Hopkins International Airport and Burke Lakefront Airport. Due to the growth in development in the Northeast Ohio area, there is a need for on-call professional services to appraise real, personal and other interest in real property. In addition, by federal regulations issued by the Federal Aviation Association (“FAA”) all airport owned properties must be evaluated for fair market value.

The Department requests a term for a period of one year, with three one-year options to renew exercisable by the Director of Port Control.

#### **Scope of Work:**

To provide professional services necessary to perform both limited and comprehensive lease studies/appraisals of airport owned or controlled properties. The services are to include, appraisals to determine the fair market rental value and/or sale value of various property types, including easements and right of ways.

The qualified firm will have responsibility for, consultation, data collection and reconciling conclusions in conformance with the Uniform Standards of Professional Appraisal Practice (“USPAP”); and to be in compliance with all local, state and federal rules and regulations along with the directives of the Department and other governmental agencies while conducting business at CLE.

#### **Justification/Urgency:**

The last of the option terms for the current agreement is set to expire on April 20, 2025 therefore the Department is desirous of soliciting prospective firms by way of a Request for Proposal. This selection process will include a national and local search for qualified real estate appraisal services. The selection of the company for such services shall be presented for approval to the Consultant Review Committee and the Board of Control.

**Anticipated Cost and Funding Sources:**

\$100,000.00 annually

**Schedule or Term of Contract:**

One year, with three one-year options to renew, exercisable by the Director of Port Control.

**Current Contract:**

<b>Vendor Name</b>	<b>Term/Expiration</b>	<b>Contract Number</b>
O.R. Colan	One yr. w/ 3-(1) yr. options. Set to expire April 20, 2025	CT 3001 PS 2021-106