

## **Department of Port Control**

Ordinance No.: 256- 2023

### **EXECUTIVE SUMMARY**

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

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#### **Background/Purpose:**

Under the authority of Ordinance, 1305-17 passed on December 4, 2017, the Department and ABM entered into a lease agreement No. CT 3001 2018\*020 for approximately 286 square feet of office space & parking support space, located in the passenger terminal building on Concourse A, at CLE; for the use of office space and break room facility to support the wheelchair operations, cleaning services and other ancillary services for certain Airlines.

The term was set at two (2) years with three (3) one-year options to renew. The term is set to expire on August 2, 2023. ABM is requesting authority to enter into a new lease for a term of two (2) 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 286 square feet of office space and break room facility 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 wheelchair operations, cleaning services and other ancillary services for certain Airlines.
- (C) Lessee shall pay the City an annual rental rate to be determined 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.

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

This office is needed by ABM to support the wheelchair operations, cleaning services and other ancillary services at CLE for Airlines.

**Anticipated Cost:**

N/A

**Schedule or Term of Contract:**

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

**Current Contract:**

<b>Entity Name</b>	<b>Contract Number</b>	<b>Expiration/Term</b>	<b>Annual Amount</b>
ABM Aviation, Inc.	3001 LS 2018*020	8/2/2023	\$3,765.19/mo.

**Employee Information:**

Total number of employees - 50

Total number of employees that are minorities - 44

Total number of employees that are women – 25

Total number of employees that are City of Cleveland Residents - 46