

## Department of Port Control

Ordinance No.: 371-2020

Business Development & Management

### EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to enter into a Lease Agreement with F&E Aircraft Maintenance (Miami), LLC for the lease of certain office space located at 19200 Primary Road at Cleveland Hopkins International Airport, Department of Port Control, to support their aircraft maintenance and other support services for various tenants, for a period of one year with four one-year options to renew, the second of which is exercisable with additional legislative authority.

---

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

On June 1st, 2019, the Department of Port Control (“Department”) entered into a License Agreement with FEAM, under the authority of Section 183.16 of the Codified Ordinances of the City of Cleveland, for the use and occupancy of approximately 1,440 square feet of office space located on the second floor of Building #101 at CLE used to support their aircraft maintenance and other support services for various tenants (“License”).

FEAM has requested to enter into a longer term lease for the aforementioned space, term of one (1) year with four (4) one-year options to renew, the second of which requires additional legislative authority.

#### **Scope:**

The following are provisions to be contained in the lease agreement:

- (A) The leasehold premises shall be approximately 1,440 square feet of space located in Building #101 second floor offices at Cleveland Hopkins International Airport.
- (B) The leased premises will be used for office to support its aircraft maintenance and support services for various tenants.
- (C) The annual rental rate will be based on a Fair Market Valuation as determined by an independent third party appraisal, and will be payable in 12 equal monthly installments. Rental rate for each of the options based on an annual CPI adjustment.

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

The Lease of the space is to facilitate FEAM’s aircraft maintenance and other support services for various tenants at Cleveland Hopkins International Airport.

**Anticipated Cost:** None

**Schedule or Term of Contract:**

The Department is requesting a term of one (1) year with four (4) one year options for renewal, the second option subject to additional legislative approval.

**Current Contract:**

<b>Name</b>	<b>Expiration</b>	<b>Contract No.</b>	<b>Amount</b>
FEAM LLC	6/1/2020	LS2019*010	\$11,808.00 per annum

**Employee Demographics**

Total number of employees – 17

Number of employees that are minorities – 3

Number of employees that are women – 2

Number of employees that are City of Cleveland Residents - 1