

Department of Port Control

Ord. No.: 1041-2022

Division: Airport Development
Real Estate & Harbors

EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to exercise the first option of City Contract No. 2019-023 with Swissport USA, Inc. (“Swissport”) for the lease of space located in the passenger terminal building of Cleveland Hopkins International Airport (“CLE”). The space is used to assist with its ground handling and other airline support service operations for multiple airlines.

Background:

The Department entered into a lease, No. 2019-023 on November 1, 2019 with Swissport, under the authority of Ordinance No. 540-2019, passed on June 3, 2019. The lease was for the use of approximately 324 square feet of space located on the ramp level beneath Concourse A of the passenger terminal building at CLE to support its ground handling and other services for multiple airlines. The term of this lease was for a period of two (2) years with three (3) one-year options to renew. The first of which required additional legislative authority,

Scope of Work:

To continue to provide support necessary for the ground handling support for the multiple airlines at CLE.

Justification/Urgency:

The exercising of the option will allow Swissport to continue its work at CLE. Non-airline revenue generating. Current rent is equal to \$52,692.12 per annum. Rent will be adjusted in January of 2023 to reflect the adjusted rates and charges provided by the Departments’ Finance Division.

Anticipated Cost:

N/A

Schedule or Term of Contract:

The term of this contract is for two (2) years with three (3) one-year options to renew, the first of which requires additional legislative authority.

Current Contract:

Vendor Name	Term/Expiration	Contract Number	Contract Amount
Swissport USA, Inc.	Two (2) yrs. w/ 3-(1) yr. options to renew expiring 10-31-2024	2019-023	\$52,692/annum

