

Department of Port Control

Ordinance No.: 112-2025

EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to enter into an amendment to Lease Agreement No. 2024*0021 with Aircraft Service International, Inc. d/b/a Menzies Aviation ("Menzies") for the lease of office and breakroom space located in the passenger terminal building and ground lease certain property located at Cleveland Hopkins International Airport (CLE) adjacent to the D Concourse area.

Background/Purpose:

The Department entered into a lease, No. 2024*0021 on September 1, 2024, with Menzies, under the authority of Ordinance No. 1010-2023 passed on April 10, 2023. The lease was for the use of space located on the ramp level beneath Concourse A of the passenger terminal building at CLE to support its fueling and ground handling operations for multiple airlines. In addition, a ground lease of space was entered into for the lease of certain property located at CLE adjacent to the D Concourse area.

The term was set for one year, with four (4) one-year options to renew, exercisable by the Director of Port Control.

Scope:

The following are provisions contained in the lease agreement:

(A) The leasehold premises shall be approximately 1,114 square feet of space located on ramp level at Cleveland Hopkins International Airport.

(B) The leased premises will be used for office space & break room space to support airline fueling operation services for various airlines.

(C) Lessee shall pay the City an annual rental rate based on the airports' annual rates and charges calculation, subject to annual changes; The rent is payable in twelve (12) equal monthly installments.

(D) The Department reserves the right to recapture the Premises, in whole or in part at any time during the Initial Term or the Option Terms upon no less than six (6) months' written notice, in the event that the City's Board of Control, by resolution, determines that such recapture of the Premises or any portion thereof is required by the City in order to comply with federal, state or local laws or regulations governing airports or is needed for development of terminal or other facilities at the Airport. The following are provisions to be contained in the ground lease agreement:

(E) The Director of Port Control was authorized to enter into a ground lease agreement with Aircraft Service International, Inc. DBA Menzies Aviation for

approximately 7,500 square feet of space, located on a portion of Permanent Parcel No. 029-35- 005, to support the fueling operation services for various airlines;

(F)The base rent shall be based on fair market appraisal, subject to annual Consumer Price Index (CPI) adjustments; (C)The term of the ground lease shall be for one year, with four (4) one-year options to renew, exercisable by the Director of Port Control.

Amended Provisions to be contained in the lease:

Repair and Location of Disabled Vehicles

No Person shall clean, repair, maintain, or overhaul any Ground Vehicle or other equipment, other than in an approved shop area, except for those repairs necessary to remove such Ground Vehicle or equipment to a repair facility. No Person shall allow a stalled or disabled Ground Vehicle to remain on the Movement Area and/or the AOA.

Justification/Urgency:

The amended definition of repair and location of disabled vehicles is necessary for compliance with FAA guidelines and ensure safety of all employees on airport premises.

Anticipated Cost:

None.

Schedule or Term of Contract:

One year, with four (4) one-year options to renew, exercisable by the Director of Port Control.

Current Contract:

Name	Agreement	Term	Amount
ASIG d/b/a Menzies	2024*0021	1-year, 4-(1) year options	\$12,487./mo.