

Department of Port Control

Ordinance No.: 671-18

Business Development & Management

EXECUTIVE SUMMARY

The Department of Port Control is requesting authority to enter into a Lease Agreement with F & E Aircraft Maintenance for the lease of certain space in Building No. 101 located at 19200 Primary Road at Cleveland Hopkins International Airport for the purpose of conducting aircraft maintenance and other support services for various tenants at the airport, for the Department of Port Control, for a period of one year, with four one-year options to renew, the second of which shall require additional legislative authority.

Background/Purpose:

On April 1, 2018 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 634 square feet of office space located in Building #101 at CLE in association with their conducting aircraft maintenance and other support services for various tenants (“Lease”). The term is currently not to exceed twelve (12) months.

FEAM is certified to provide services to international carriers and needed access in time to support the new service from WOW Airlines. The Department wants to enter into a standard lease agreement with FEAM for the aforementioned space; with a term of one year with four 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 634 square feet of space located in Building #101 at Cleveland Hopkins International Airport.
- (B) The leased premises will be used for office space in association with conducting aircraft maintenance and other 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.

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:

Name	Expiration	Contract No.	Amount
FEAM LLC	3/31/2019	2018-FEAM	\$5,198.80 per annum

Total number of employees – 4

Number of employees that are minorities – 1

Number of employees that are women – 0

Number of employees that are City of Cleveland Residents - 0