

## **Department of Port Control**

Ordinance No.: 915-18

Business Development & Management

### **EXECUTIVE SUMMARY**

The Department of Port Control is requesting authority to exercise the third option to renew Contract No. PS 2014-10 with the United Services Organization, Inc. to provide for the operation of a US military traveler support lounge at Cleveland Hopkins International Airport, Department of Port Control.

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

On September 30, 2013, the Cleveland City Council passed Ordinance No. 754-13, authorizing the Department of Port Control ("Department") to enter into a lease with United Services Organization, Inc. ("USO"), City Contract No. 2014-10, for the use and occupancy of approximately 1,129 square feet of space located on the baggage claim level of the passenger terminal building at Cleveland Hopkins International Airport for operation of a US Military traveler support lounge, commonly known as the Bob Hope USO Lounge ("Lease"). The Lease was for an initial term of two (2) years with three (3) one - year options to renew. The exercise of the third Option Term requires legislative approval.

#### **Scope:**

The following are the material provisions:

- (A) The Director of Port Control is authorized to exercise the third and final one-year option for the use of 1,129 square feet of space situated on the Baggage Claim Level of the terminal building at Cleveland Hopkins International Airport.
- (B) The Leased Premises shall be used for a military traveler lounge, open to the US military and their families.
- (C) Lessee shall pay the City an annual rent of \$1.00.
- (D) The option term shall be for a period of one year.

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

The Lease option is necessary for USO to continue to provide welfare and recreational services to the men and women of the United States military, veterans and their families.

**Anticipated Cost:** None

#### **Schedule or Term of Contract:**

The Option Term would be retroactive to May 1, 2018 and expires April 30, 2019. All other terms of the Lease shall remain the same.

**Current Contract:**

<b>Name</b>	<b>Term/Expiration</b>	<b>Rent Amount \$</b>
United Services Organization (USO)	City Contract No. 2014-10 (initial term + 3 (1) year options) April 30, 2019	\$ 1.00 per annum

**Demographics:**

Total number of employees -1

Number of employees that are minorities -0

Number that are women -1

Number that are City of Cleveland residents -1