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TO: Honorable Board of Acquisition and Contract

FROM: John J. Hsu, P.E.  
Commissioner of Public Works and Transportation

Mary J. Mahon  
Director of Real Estate

DATE: June 14, 2011

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with L. Bonadies General Contracting for lease of warehouse space in Building #2 at the Westchester County Airport for a three (3) year term commencing on July 1, 2011. (Lease Agreement No. WCA11036)

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Authority is requested for the County of Westchester (the "County") to enter into a lease agreement with L. Bonadies General Contracting for lease of warehouse space in Building #2 at the Westchester County Airport for a term of three (3) years commencing on July 1, 2011 and terminating on June 30, 2014.

The leased space will include approximately 900 square feet of warehouse space in Building #2 for use as a wood shop and cabinet assembly and storage area. Under the terms of the proposed lease, the County will receive an annual rent of \$12,510.00 during the first year of the lease with annual rental increases of three percent (3%). The rent is all-inclusive of utilities. However, the space does not have air conditioning or separate heat. Water is available only in the common bathroom and is consistent with rents charged for similar space.

This agreement will benefit the public by providing rental income to the Airport from a space that is currently vacant. The goals and objectives of this agreement are to provide space to a company in need of such space where the Airport collects monthly rent. This lease agreement will be overseen by Airport Administration and invoices will be sent to the tenant on a monthly basis for payment.

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

We recommend approval of the attached proposed Resolution.

# RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation and the Director of Real Estate, it is hereby

RESOLVED, that the County of Westchester (the "County") is authorized to enter into a lease agreement with L. Bonadies General Contracting for the lease of warehouse space in Building #2 at the Westchester County Airport for a term of three (3) years commencing on July 1, 2011 and terminating on June 30, 2014; and be it further

RESOLVED, that the leased space shall include approximately 900 square feet of warehouse space; and be it further

RESOLVED, that under the terms of the proposed lease agreement, the County shall receive annual rent of \$12,510.00 during the first year of the lease with annual rental increases of three percent (3%); and be it further

RESOLVED, that the County Executive, or his duly appointed designee be, and hereby is, authorized to execute such documents and take such actions as may be necessary and appropriate to effect the purposes hereof.

Lease Agreement No. WCA11036

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	9096		\$ 6,255.00 year 2011
	161	44	4110	9096		\$12,698.00 year 2012
	161	44	4110	9096		\$13,078.00 year 2013
	161	44	4110	9096		\$ 6,636.00 year 2014

Budget Funding Year(s) 2011-2014 Start Date 07/01/2011 End Date 06/30/2014  
 (must match resolution)

Funding Source	Tax Dollars	<hr/>
	State Aid	<hr/>
	Federal Aid	<hr/>
<u>\$38,667.00</u> (must match resolution)	Other	<u>Revenue - Airport Special Revenue Fund</u>