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TO: Honorable Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., P.E.
Commissioner of Public Works and Transportation

Gary A. Friedman, Esq.
Director of Real Estate

DATE: July 10, 2018

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with the United States of America, acting through its General Services Administration, for the use by the Transportation Security Administration of office space in the baggage screening building at Westchester County Airport, from July 1, 2018 through June 30, 2023, for initial annual rent of \$14,147.60. (Agreement No. WCA 18003)

Authority of your Honorable Board is requested for the County of Westchester to enter into a lease agreement with the United States of America, acting through its General Services Administration, for the use by the Transportation Security Administration ("TSA") of approximately 196 square feet of office space in the baggage screening building at Westchester County Airport (the "Airport") in conjunction with TSA's security screening. The term of the agreement will be from July 1, 2018 through June 30, 2023, and the initial annual rent will be \$14,147.60 with 3% annual increases.

The goal of this agreement is to have the TSA remain in the main terminal of the Airport to perform uninterrupted security screening of passengers and baggage. This agreement will be monitored by Airport administration with monthly payments made by the General Services Administration for the space to be occupied.

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

I 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 is authorized to enter into a lease agreement with the United States of America, acting through its General Services Administration, for the use by the Transportation Security Administration (“TSA”) of approximately 196 square feet of office space in the baggage screening building at Westchester County Airport (the “Airport”) in conjunction with TSA’s security screening operation; and be it further

RESOLVED, that the term of the agreement shall be from July 1, 2018 through June 30, 2023, and the initial annual rent shall be \$14,147.60 with 3% annual increases; 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. WCA 18003

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	9096		\$ 7,074.00 Year 2018
	161	44	4110	9096		\$14,360.00 Year 2019
	161	44	4110	9096		\$14,791.00 Year 2020
	161	44	4110	9096		\$15,234.00 Year 2021
	161	44	4110	9096		\$15,691.00 Year 2022
	161	44	4110	9096		\$ 7,962.00 Year 2023

Budget Funding Year(s): 2018-2023 Start Date: 07/01/2018 End Date: 06/30/2023
 (must match resolution)

Funding Source: Tax Dollars _____
 State Aid _____
\$75,112.00 Federal Aid _____
 (must match resolution) Other Revenue – Airport Special Revenue Fund