

64579

TO: Honorable Board of Acquisition and Contract

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

Gary A. Friedman
Director of Real Estate

DATE: August 7, 2018

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with Seasafe Aero Services, Inc. for use of Building 4 at Westchester County Airport, from December 1, 2017 through November 30, 2018, for monthly rent of \$4,658.75 and a monthly permit fee of \$200.00. (Agreement No. WCA 18004)

Authority of your Honorable Board is requested for the County of Westchester to enter into a lease agreement with Seasafe Aero Services, Inc. ("Seasafe") for use of Building 4 at the Westchester County Airport, consisting of approximately 3,500 square feet of shop and garage space, and approximately 2,400 square feet of parking. The term of the lease will be from December 1, 2017 through November 30, 2018, and the monthly rent will be \$4,658.75. Seasafe will also be responsible for paying a monthly permit fee of \$200.00 along with all real estate taxes and utilities,

Seasafe has been a tenant at the Airport for many years. It provides maintenance services for airline vehicles and ground handling equipment. This agreement will be monitored by Airport administration.

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.

HJG/GAF/DLV/dv

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 Seasafe Aero Services, Inc. ("Seasafe") for use of Building 4 at the Westchester County Airport consisting of approximately 3,500 square feet of shop and garage space and approximately 2,400 square feet of parking; and be it further

RESOLVED, that the term of the lease shall be from December 1, 2017 through November 30, 2018, and the monthly rent shall be \$4,658.75. Seasafe shall also pay a monthly permit fee of \$200.00 along with all real estate taxes and utilities; 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.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	9096-01		\$55,905
	161	44	4110	9096-03		\$2,400

Budget Funding Year(s) 2017 - 2018 Start Date 12/1/2017 End Date 11/30/2018
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$ 58,305 Federal Aid _____
 (must match resolution) Other Airport Special Revenue Fund

APPROVED BOARD OF ACQUISITION & CONTRACTS 08/30/2018 JOANNE CERARDI, SECRETARY