

65608

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: October 23, 2018

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with Cosgrove Aircraft Services, Inc. for approximately 8,000 square feet of warehouse space and approximately 600 square feet of parking at Building 2 at Westchester County Airport, from July 1, 2018 through June 30, 2019, for monthly rent of \$8,333.33 and a monthly permit fee of \$125.00. (Agreement No. WCA 18006)

---

Authority of your Honorable Board is requested for the County of Westchester (the "County") to enter into a lease agreement with Cosgrove Aircraft Services, Inc. ("Cosgrove") for approximately 8,000 square feet of warehouse space and approximately 600 square feet of parking at Building 2 at Westchester County Airport, from July 1, 2018 through June 30, 2019.

The term of the lease will be from July 1, 2018 through June 30, 2019. Under the lease, Cosgrove will pay the County monthly rent of \$8,333.33 (\$100,000.00 annually). Cosgrove will also pay a monthly permit fee of \$125.00 to conduct a business repairing and replacing aircraft tires, wheels, and brakes. The tenant will also be responsible for paying all real estate taxes and utilities.

Cosgrove has been a tenant at the Airport for many years. It provides critical maintenance services for Airport users. This agreement will be monitored by Airport administration.

This lease and permit will benefit the public by providing a needed service to the users of the Airport and by generating rental income payable to the County. The main goal of this contract is to generate revenue from a structure located on the Airport.

This lease 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 Cosgrove Aircraft Services, Inc. ("Cosgrove") for approximately 8,000 square feet of warehouse space and approximately 600 square feet of parking at Building 2 at Westchester County Airport; and be it further

RESOLVED, that the term of the lease shall be from July 1, 2018 through June 30, 2019; and be it further

RESOLVED, that under the terms of the lease, Cosgrove shall pay the County monthly rent of \$8,333.33 (\$100,000.00 annually), as well as a monthly permit fee of \$125.00 to conduct a business repairing and replacing aircraft tires, wheels, and brakes. Cosgrove shall also be responsible for paying 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.

Lease Agreement No. WCA 18006

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	9096		\$50,750.00 (2018)
	161	44	4110	9096		\$50,750.00 (2019)

Budget Funding Year(s) 2018-2019 Start Date 07/01/18 End Date 06/30/19  
 (must match resolution)

Funding Source: Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
\$101,500.00 Federal Aid \_\_\_\_\_  
 (must match resolution) Other Revenue – Airport Special Revenue Fund