

75757

TO: Honorable Board of Acquisition and Contract

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

DATE: April 7, 2020

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with Rudy's Inflight Catering for approximately 2,150 square feet of space in Building 15 at the Westchester County Airport, from April 1, 2020 through March 31, 2025, for an annual rent of \$19,350.00 and 1.5% of annual gross receipts. (Lease Agreement No. WCA 20005)

Authority of your Honorable Board is requested for the County of Westchester (the "County") to enter into a lease agreement with Rudy's Inflight Catering ("Rudy's") for approximately 2,150 square feet of space in Building 15 at the Westchester County Airport. The term of the lease will be from April 1, 2020 through March 31, 2025, with initial annual rent in the amount of \$19,350.00 with annual increases of the greater of CPI or 3%. Rudy's will also pay the County 1.5% of all gross receipts.

In addition to the above rent structure, Rudy's will also be responsible for payment of all utilities and real estate taxes. Rudy's provides aircraft catering to flight departments and corporate aircraft operators at the Airport. This agreement will be monitored by Airport Administration.

This lease agreement 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 agreement is to generate revenue for the County.

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/DLV/dv
Attachment

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that the County of Westchester (the “County”) is authorized to enter into a lease agreement with Rudy’s Inflight Catering (“Rudy’s”) for approximately 2,150 square feet of space in Building 15 at the Westchester County Airport; and be it further

RESOLVED, that the term of the lease shall be from April 1, 2020 through March 31, 2025, and the monthly rent shall be \$19,350.00 with annual increases of the greater of CPI or 3%. Rudy’s shall also pay 1.5% of gross receipts, and Rudy’s shall be responsible for payment of all utilities and real estate taxes; 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 20005

Account to be Charged/Credited			Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars	
	Fund	Dept.					
	161	44	4110	9096-01		\$14,513.00	Year 2020
	161	44	4110	9096-01		\$19,785.00	Year 2021
	161	44	4110	9096-01		\$20,379.00	Year 2022
	161	44	4110	9096-01		\$20,990.00	Year 2023
	161	44	4110	9096-01		\$21,620.00	Year 2024
	161	44	4110	9096-01		\$ 5,445.00	Year 2025

Budget Funding Year(s): 2020-2025
(must match resolution)

Start Date: 04/01/2020

End Date: 03/31/2025

Funding Source: Tax Dollars _____

State Aid _____

\$102,732.00 Federal Aid _____
(must match resolution)

Other Revenue – Airport Special Revenue Fund