

11535

TO: Honorable Board of Acquisition and Contract

FROM: Lawrence C. Salley
Commissioner of Transportation

DATE: May 17, 2010

SUBJECT: Authority for the County of Westchester to enter into a five (5) year lease agreement with Cosgrove Aircraft Services Inc., for approximately 8,000 square feet of space and approximately 600 square feet of parking at Building #2 at the Westchester County Airport.

Authority is requested for the County of Westchester to enter into a lease agreement with Cosgrove Aircraft Services Inc., 70 Oser Avenue, Hauppauge, NY 11788, ("Cosgrove ") for a portion of Building #2 at the Westchester County Airport consisting of approximately 8,000 square feet of warehouse space and approximately 600 square feet of parking for a period of five (5) years.

Lease and Permit: A lease for a portion of Building #2, located at 6 Loop Road, Westchester County Airport, White Plains, NY, 10604 consisting of approximately 8,000 square feet of warehouse space and approximately 600 square feet of parking area, to conduct operations to repair and replace aircraft tires, wheels and brakes, with associated permit to do business.

Term: Lease and Permit will have a term of five (5) years commencing on July 1, 2010.

Fees: Monthly rental of \$5,345 effective July 1, 2010 through June 30, 2013 with a rental increase of the greater of 7.5% or CPI (All urban consumers not seasonally adjusted New York – Northern New Jersey- Long Island) effective July 1, 2013 and remaining in effect until June 30, 2015. Additional charges for taxes and utilities shall be a separate expense and

the direct responsibility of the tenant. Additionally, Cosgrove shall pay a permit fee of \$125 per month during the term.

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 at the airport. The airport finance department will invoice the tenant on a monthly basis and oversee the rent to be collected.

Should this resolution not be passed, the space in this building will become vacant and all associated costs of operating the facility will be transferred to the County Airport for payment and allocated municipal tax revenue removed from tax rolls.

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.

LCS/TR

APPROVED BOARD OF ACQUISITION & CONTRACT - 6-3-2010 - JOMARY VIEIRA SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Transportation, be it

RESOLVED, that the County of Westchester is authorized to enter into a five (5) year lease agreement with Cosgrove Aircraft Services Inc. (“Cosgrove”) for approximately 8,000 square feet of space and approximately 600 square feet of parking at Building #2 at the Westchester County Airport with associated permit to do business; and be it further

RESOLVED, that Cosgrove shall pay the County an initial monthly rental of \$5,345 for the leased space with the rent increasing by the greater of 7.5% or CPI (All urban consumers not seasonally adjusted New York – Northern New Jersey- Long Island) effective July 1, 2013. Additionally, Cosgrove shall pay a permit fee of \$125 per month during the term. All taxes and utilities shall be a separate and direct expense to the tenant; and be it further

RESOLVED, that the term of the lease and permit shall be for five (5) years commencing July 1, 2010; 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	Agency	Capital Project Or Org	Object/ Sub Object	Trust Account	Activity	Dollars
161	44	4110	9096 01			\$32,070 Year 2010
161	44	4110	9096 03			\$ 750 Year 2010
161	44	4110	9096 01			\$64,140 Year 2011
161	44	4110	9096 03			\$ 1,500 Year 2011
161	44	4110	9096 01			\$64,140 Year 2012
161	44	4110	9096 03			\$ 1,500 Year 2012
161	44	4110	9096 01			\$66,545 Year 2013
161	44	4110	9096 03			\$ 1,500 Year 2013
161	44	4110	9096 01			\$68,950 Year 2014
161	44	4110	9096 03			\$ 1,500 Year 2014
161	44	4110	9096 01			\$34,475 Year 2015
161	44	4110	9096 03			\$ 750 Year 2015

Budget Funding Year(s) **2010 - 2015** Start Date **07/01/2010** End Date **06/30/2015**

Tax Dollars _____

State Aid _____

Federal Aid _____

(must match resolution) **Airport Special Revenue Fund** _____

\$337,820

Revenue