

28937

TO: Honorable Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

Mary J. Mahon
Director of Real Estate

DATE: August 27, 2012

SUBJECT: Authority to enter into a lease agreement with the United States Air Force Auxiliary New York Wing Civil Air Patrol for the use of a portion of Building 1 at the Westchester County Airport for a five (5) year term. (Lease Agreement #12-920)

Authority is requested for the County of Westchester (the "County") to enter into a lease agreement with the United States Air Force Auxiliary New York Wing Civil Air Patrol ("Civil Air Patrol") for the use of a portion of Building 1 at the Westchester County Airport for the term July 1, 2012 through June 30, 2017.

The leased premises will consist of approximately 1,820 square feet of office space and the use of five (5) reserved parking spaces near the building. Civil Air Patrol will pay rent of \$2,018.66 per month for the first year of the lease, with annual increases thereafter of 3%, or 100% of the Consumer Price Index, whichever is greater. The County will be responsible for providing heat, water and electricity at no additional cost to the tenant.

The Civil Air Patrol is best known for its emergency services such as search and rescue and disaster relief missions, as well as homeland security operations. This agreement will promote the general welfare and safety of the public by providing a facility for the search and rescue operations covering Westchester County. This lease agreement will be overseen by Airport Administration

This lease agreement is exempt from the Westchester County Procurement Policy and Procedures 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 hereby authorized to enter into a lease agreement with the United States Air Force Auxiliary New York Wing Civil Air Patrol ("Civil Air Patrol") for the use of approximately 1,820 square feet of office space in Building 1 at the Westchester County Airport and five (5) reserved parking spaces; and be it further

RESOLVED, that the term of the lease shall be July 1, 2012 through June 30, 2017; and be it further

RESOLVED, that Civil Air Patrol shall pay the County rent of \$2,018.66 per month for the first year of the lease, with annual increases thereafter of 3%, or 100% of the Consumer Price Index, whichever is greater; and be it further

RESOLVED, that the County shall be responsible for providing heat, water and electricity at no additional cost to the tenant; and be it further

RESOLVED, that the County Executive, or his authorized designee is authorized to execute any instruments and to take any actions reasonably necessary to implement this Resolution.

Lease Agreement No. 12-920

| Account to be Charged/credited | Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|------|--|--------------------|---------------|-----------------------|
| | 161 | 44 | 4110 | 9096 | | \$12,112.00 year 2012 |
| | 161 | 44 | 4110 | 9096 | | \$24,587.00 year 2013 |
| | 161 | 44 | 4110 | 9096 | | \$25,325.00 year 2014 |
| | 161 | 44 | 4110 | 9096 | | \$26,085.00 year 2015 |
| | 161 | 44 | 4110 | 9096 | | \$26,867.00 year 2016 |
| | 161 | 44 | 4110 | 9096 | | \$13,632.00 year 2017 |

Budget Funding Year(s) 2012-2017 Start Date 07/01/2012 End Date 06/30/2017
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
 Federal Aid _____
\$128,608.00
 (must match resolution) Other Revenue - Airport Special Revenue Fund