

TO: Honorable Board of Acquisition and Contract

FROM: Lawrence C. Salley  
Commissioner of Transportation

DATE: April 5, 2010

SUBJECT: Authority for the County of Westchester to enter into a lease agreement with Fleet Aviation LLC for lease of space in Hangar F at the Westchester County Airport for a term from May 1, 2010 to April 30, 2011.

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Authority is requested for the County of Westchester to enter into a lease agreement with Fleet Aviation LLC ("Fleet") where Fleet will utilize a section of Hangar F for a term of 1 year commencing on May 1, 2010 and terminating on April 30, 2011.

The leased space will include approximately 1,036 square feet of hangar, 587 square feet of shop and 1,824 square feet of aircraft ramp space for the storage and operation of aircraft under the ownership and management of Fleet. Additionally, Fleet will be permitted to utilize the lobby area in common with others, with Fleet having the option for additional future space if available and to be charged at the existing market rate. Under the terms of the proposed lease, the County will receive a monthly payment of \$4,811 per month during the term of this lease.

The agreement will benefit the public by providing rental income to the airport from a space that is currently vacant. The goals and objectives of this contract are to provide aviation related space to a company in need of such space where the airport collects monthly rent. This contract will be overseen by airport administration and invoices will be sent to Fleet on a monthly basis for payment.

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

We recommend approval of the attached proposed Resolution.

LCS/DLV/dv

# RESOLUTION

Upon a communication from the Commissioner of Transportation, it is hereby

RESOLVED, that the County of Westchester is authorized to enter into a lease agreement with Fleet Aviation, LLC ( Fleet ) for the lease of space in Hangar F at Westchester County Airport for a term from May 1, 2010 through April 30, 2011; and be it further

RESOLVED, that the leased space shall include approximately 1,036 square feet of hangar space, 587 square feet of shop space and 1,824 square feet of aircraft ramp for the storage and operation of aircraft owned and managed by Fleet. Additionally, Fleet will be permitted to utilize the lobby area in common with others and have the option for additional future space, if available, at the existing market rate; and be it further

RESOLVED, that under the terms of the proposed lease agreement, the County shall receive a monthly payment of \$4,811; 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		\$38,488 year 2010
161	44	4110	9096		\$19,244 year 2011

Budget Funding Year(s) 2010 - 2011 Start Date 5/1/2010 End Date 4/30/2011  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
**\$57,732**  
 (must match resolution) Other Airport Special Revenue Fund