

## OMB Contract Review

<b>Contract Name</b>	Lease with Sheltair Aviation for development and occupancy of a hangar and office space for Pinellas County Sheriff and waiver of the County's Indemnification Policy detailed in Resolution No. 06-70.				
<b>GRANICUS</b>	23-0405A	<b>Contract #</b>	N/A	<b>Date:</b>	04/03/2023

**Mark all Applicable Boxes:**

Type of Contract								
CIP		Grant		Other	X	Revenue		Project

**Contract information:**

<b>New Contract (Y/N)</b>	Y	<b>Original Contract Amount</b>	\$ 0.00
<b>Fund(s)</b>	0001	<b>Amount of Change</b>	\$ 0.00
<b>Cost Center(s)</b>	361410	<b>Contract Amount</b>	\$ 315,000.00
<b>Program(s)</b>	1902	<b>Amount Available (FY23)</b>	\$ 980,000.00
<b>Account(s)</b>	5440001	<b>Included in Applicable Budget? (Y/N)</b>	Y
<b>Fiscal Year(s)</b>	FY23		

**Description & Comments**

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

**Summary**

- This agreement will increase PCSO Flight Unit land use by 295.4% and square footage by 290.9%.
- The agreement has a cost of \$315,000.00 but is budgeted for at \$980,000.00 in FY23. This will create \$665,000 lapse funds in DAS.
- There will be no costs related to this item in FY24. Costs are not expected to be incurred until March 2025 (FY25).
- A full year of cost is not expected until FY26 and will be \$2,267,382.00, which is an increase of \$2,152,153.00, or 1,867.7% percent over the current annual costs of \$115,229.00.

**Background**

This agreement provides the Pinellas County Sheriff Office (PCSO) Flight Unit a hangar designed and built specific to the needs and operations of PCSO. The current hangar was built in the 1960s and is past useful life, in both structural and operational aspects.

It is expected that this new hangar will meet all current operational needs of the PCSO Flight Unit. The new construction will be modular and will allow for future expansion as needed. It is also expected to have ample parking for current and future needs. The new facility footprint will be an increase of 32,000 sq. ft., or 290.9%. It is also a 3.84 acre, or 295.4% increase in total land occupied overall (Table 1).

Site Summary - Land Use and Facility		
	Acreage	Square Footage
Current	1.3	11,000
Proposed	5.14	43,000
Total Difference	3.84	32,000
Percent Difference	295.4%	290.9%

*Table 1: Site Summary - Land Use and Facility*

The Department of Administrative Services (DAS) has \$980,000.00 budgeted in FY23 for the PCSO hangar lease; however, costs are estimated to be \$315,000.00 in FY23, which will create approximately \$665,000.00 in lapse funds in FY23. DAS does not anticipate any costs related to this item in FY24 and does not have any funds budgeted for it in FY24. Costs are not expected to be incurred until March 2025 (FY25). PCSO is expected to have a full year's cost in FY26 in the amount of \$2,267,382.00, which is an increase of \$2,152,153.00, or 1,867.7% percent over the current annual costs of \$115,229.00.

**Analyst: Shane Kunze**

**Ok to Sign:**

#### **Instructions/Checklist**

1. Upon receipt of a contract and notification in Granicus, review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the Staff Report section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Upload to Granicus as a numbered attachment.
5. Upload a copy of the contract review into the appropriate contract review SharePoint folder. (OMB/OMB Document Library/Contract.RVW/)