

CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 05/08/2024

Contract/Lease Control #: L21-0492-AP

Procurement#: NA

Contract/Lease Type: AGREEMENT

Award To/Lessee: VERTEX AIRCRAFT INTERGRATION & SUSTAINMENT, LLC

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 05/07/2024

Expiration Date: 04/19/2025

Description of: HANGAR SPACE AT 5465 JOHN GIVENS RD

Department: AP

Department Monitor: STAGE

Monitor's Telephone #: ~~850-651-7160~~

Monitor's FAX # or E-mail: ISTAGE@MYOKALOOSA.COM

Closed:

Cc: BCC RECORDS



CONTRACT/LEASE RENEWAL FORM

Date: May 7, 2024
Company: Vertex AIS, LLC
Attn: Robert Vacca
Address: 5645 John Givens Road
City, St, Zip: Crestview, FL 32539
RE: Lease Renewal

Dear Mr. Vacca,

The Okaloosa County Board of County Commissioners agrees to renew the subject contract/lease, # L21-0492-AP for an additional term. The contract renewal period will be 4/20/24 to 4/19/25. The annual budgeted amount for this contract is \$156,863.52. All other terms and conditions of the original agreement shall remain in full force and effect through the duration of this renewal.

If you are in agreement, please sign below and return this form along with a current Certificate of Insurance listing Okaloosa County as co-insured (if applicable).

COUNTY REPRESENTATIVES

AUTHORIZED COMPANY REPRESENTATIVE

Dept. Director _____
Signature: [Signature]
Tracy Stagg, TAC
Date: 2-26-24

Contractor: _____
Printed Name

Approved By: John Hofstad
(as prescribed below on item 1)

Approved By: Robert Vacca
Signature

Date: _____

Approved By: [Signature] Title: _____
Paul Mixon, Chairman
Board of County Commissioners
Date: 5/7/2024



County Department Instructions:

- 1) Obtain signatures from Department Director, authorized Company Representative and then Purchasing Manager <\$25K and less, OMB Director \$25K to \$50K, County Administrator <\$100K and less or Board >\$100K, as necessary. If Board approval is required, the Chairman and County Administrator's signatures are required. Make sure the company provides a current Certificate of Insurance. (If applicable).
- 2) Keep a copy of this form for your records.
- 3) Send original to Contracts and Lease Coordinator at Purchasing Department.
If you have any questions please contact the Purchasing Manager at 850-689-5960, Fax: 850-689-5970



**BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST**

DATE: May 7, 2024
TO: Honorable Chairman and Distinguished Members of the Board
FROM: Tracy Stage
SUBJECT: Vertex AIS, LLC - Hangar and Apron Lease Renewal L21-0492-AP
(CEW)
DEPARTMENT: Airport
BCC DISTRICT: 1

STATEMENT OF ISSUE: The Airports Department requests approval by the Board of County Commissioners for Vertex AIS, LLC Hangar and Apron Lease Renewal for 5645 John Givens Road, Crestview, Florida located at the Bob Sikes Airport (L21-0492-AP).

BACKGROUND: On April 20, 2021, Vertex AIS, LLC entered into a Lease Agreement with the County for 88,862 square feet of hangar/office, apron, and parking space at the Bob Sikes Airport, located at 5645 John Givens Road, Crestview, Florida. Vertex AIS, LLC has requested to exercise their third option to renew, which will make the new expiration date April 19, 2025. There are two remaining one-year options to renew. All other terms and conditions of the original agreement shall remain full force and effective through the duration of this renewal. Vertex AIS, LLC is in full compliance with the lease agreement.


FUNDING SOURCE, (If Applicable):

For recording fees: Department 4220 Account 549151

OPTIONS: Approve, Reject or Postpone.

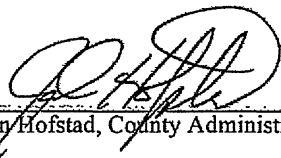
RECOMMENDATIONS: Approval of Vertex AIS, LLC Hangar and Apron Lease Renewal for 5645 John Givens Road, Crestview, Florida located at the Bob Sikes Airport, as described above.

RECOMMENDED BY:



Tracy Stage, Airport Director 4/22/2024

APPROVED BY:



John Hofstad, County Administrator 4/30/2024